

# EASTERN ARIZONA COLLEGE

Arizona's oldest  
and most unexpected  
community college

2010-2011  
academic  
catalog





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## official document notice

**EASTERN ARIZONA COLLEGE CATALOGS** and class schedules are available as both printed and electronic documents published on the Internet. Printed documents are correct as of the date of preparation. The Internet versions are updated as needed and are the College's official publications. All who use the catalogs or class schedules are advised that when taking action or making plans based on published information, the Internet versions should be relied upon as the official documents. Public access to Internet-based College publications is available at all EAC administrative sites or at [www.eac.edu](http://www.eac.edu).

This catalog has been prepared to give you information on the programs and courses available at Eastern Arizona College and to answer questions you may have about official policies, procedures, and regulations. To arrange a visit or to ask any questions, please contact us at:

**Eastern Arizona College**  
**Thatcher, AZ 85552-0769**  
**(928) 428-8272**  
**1-800-678-3808**  
**FAX: (928) 428-2578**  
**E-mail: [admissions@eac.edu](mailto:admissions@eac.edu)**

Students needing language assistance to interpret information presented in this catalog should contact EAC's Counseling Department for assistance. The Counseling Department is located at 615 North Stadium Avenue, Thatcher, Arizona, 85552-0769 and may also be reached by telephone at (928) 428-8253.

Estudiantes que necesitan ayuda en interpretar la información contenida en este catálogo deben de ponerse en contacto con el Eastern Arizona College Counseling Department (Departamento de Consejo). El Departamento de Consejo se ubica en 615 North Stadium Avenue, Thatcher, Arizona 85552-0769 y también nos puede llamar por teléfono al (928) 428-8253.

# mission and introduction

## VISION

The College shall be the premier resource for higher education in eastern Arizona.

## MISSION

The mission of Eastern Arizona College is to provide quality higher education. The College is accountable to its stakeholders for educational results, fiscal responsibility, and cultural development.

## PURPOSES

The College shall provide:

- Associate degree programs and courses for university transfer.
- Programs that meet workforce needs of business, industry, and government.
- Opportunities for Adult Education.
- Support services to assist students in identifying and achieving personal, educational, and career goals.
- Services which meet the community's diverse cultural and economic needs.
- Activities and programs which promote general student welfare while fostering an environment in which students can develop leadership, citizenship, and character.
- Activities and programs that foster life-long learning.

The College will help individuals acquire knowledge and skills that will enhance their abilities to think, feel, act, and enjoy.

## VALUES

- Continuous Improvement
- Diversity
- Institutional Quality
- Integrity
- Learning-Centered Education
- Partnership Development
- People
- Scholarship

## PRESIDENT'S WELCOME



The faculty, staff, and students of Eastern Arizona College welcome you!

Eastern is the oldest member of the Arizona Community College system and enjoys a rich tradition of educational excellence, achievement, and commitment. Even though we have a long history and are located in a rural area, our technology is cutting-edge and our faculty is qualified and caring. This is the best place to get a good start. Fully accredited by the North Central Association, Eastern offers numerous

Associate degree and Certificate programs. Students are prepared for immediate entry into the job market or successful transfer to a university of their choice. Our campus is the most beautiful in the state of Arizona.

Remember, the will to succeed is nothing without the will to prepare. We are committed to helping you become a champion at life. We sincerely hope that your visit with us is joyful and rewarding.

Futures begin at Eastern Arizona College!

A handwritten signature in black ink that reads "Mark Bryce". The signature is written in a cursive, flowing style.

Mark Bryce, J.D.  
President

### **Eastern Arizona College Founded 1888 District Governing Board**

Ladd Mullenaux, Chairman  
Lois Ann Moody, Secretary  
Richard W. Mattice, Member  
John Wayne Lines, Member  
Dennis Layton, Member

### **College President**

Mark Bryce, J.D.

### **Greenlee County Advisory Committee**

Donald Merrell, Chair  
Carol Navarrete, Vice-Chair  
Mary Beager  
Dr. Terry Bentley  
David Gomez  
Christin Harper  
Eldon Merrell  
Rick Miller  
Angela Nuñez  
Amy Sexton  
Steve Tucker

## ACCREDITATION

Eastern Arizona College is accredited by The Higher Learning Commission and is a member of the North Central Association, [www.ncacihe.org](http://www.ncacihe.org) or (312) 263-0456.

The Higher Learning Commission  
30 North LaSalle Street, Suite 2400  
Chicago, Illinois 60602-2504  
Phone: (800) 621-7440 / (312) 263-0456  
Web: [www.ncahlc.org](http://www.ncahlc.org)

The College is a member of the Arizona Community College System.

The names of associates, agencies, or governmental bodies which accredit, approve, or license Eastern Arizona College and the procedures by which documents describing that activity may be reviewed and can be obtained from the Provost/Chief Academic and Student Officer during regular business hours in the Student Services Building.

## HISTORY

Eastern Arizona is a public community college. Founded as St. Joseph Stake Academy in 1888, it provided education for the youth of the Gila Valley from 1890 until 1933. The institution introduced junior college courses in the early 1920s.

On March 25, 1933, it became a public county institution under the authority of the Arizona State School Code and was renamed Gila Junior College. On July 1, 1950, the name of the College was changed from Gila Junior College to Eastern Arizona Junior College.

In 1962, the College became the first official state junior college in the newly formed Arizona State System of Community and Junior Colleges. In 1966, the word "Junior" was dropped from the name of the institution.

## EAC ALUMNI ASSOCIATION

The Eastern Arizona College Alumni Association was organized by President Emil Maeser, fourth President (1898-1903) of the Latter-day Saint Academy during the spring term in 1900.

The EAC Alumni Association has played a significant role in the history of Eastern Arizona College. Beginning with Old Main, down through the completion of the Memorial Bell Tower, Eastern's alumni have contributed to the growth and development of the College.

Today, the Alumni Association boasts a membership of over 25,000 individuals. The Alumni Association has a Board of Directors and three standing committees to assist in fulfilling its purposes. The Alumni Association provides scholarships, reunions, and other alumni events to support current students and alumni.

Together, we are building a bright and vibrant future for all who come and experience Eastern Arizona College.

## EAC ALUMNI ASSOCIATION BOARD

George Lord, President  
Becky Johnson, Secretary  
Larry Rapier, Treasurer  
William Bone, Director  
Terry McCollum, Director  
Lois Ann Moody, Director  
Cindy Olvey, Director  
Nellie Plasencio, Director  
Nolan Reed, Director  
Molly Steffens, Director  
Mary Kim Titla, Director  
Dudley Welker, Director  
Mark Bryce, Alumni Advisor (President, EAC)

## EAC FOUNDATION

The Eastern Arizona College Foundation is a non-profit corporation that is fiscally and organizationally separate from the College. The Foundation is empowered to receive gifts, bequests and endowments, which are tax deductible to the donor.

Through the EAC Foundation, a variety of ways have been developed for individuals and businesses to support Eastern Arizona College.

These gifts come to the Foundation in the form of cash, marketable securities, real property, bequests, and gifts-in-kind. Special gift provisions can also be made through a will, by gifts of insurance policies, or the establishment of an endowment or a trust.

Gifts to the Foundation may be given for a specific purpose or given without restriction. Donations can also be arranged to obtain the maximum tax benefit to the donor while at the same time providing support for the mission of the College. The Foundation staff, with the assistance of your attorney or accountant, can provide additional information on the donor plan that is best for you.

For over 100 years, support for Eastern Arizona College and its educational mission has come in many forms. It is the continued generosity and commitment of alumni, businesses, and friends of the College that has been instrumental in helping Eastern produce students ready for success and achievement in the world of tomorrow. If you would like more information, please contact the executive director of the EAC Foundation at (928) 428-8295 or 1-800-445-2472.

## EAC FOUNDATION BOARD

Dudley Welker, President  
David Konopnicki, Vice-President  
Deanna Brockmeier, Secretary  
Joel Biggs, Treasurer  
George Lord, Director (President, EAC Alumni Association)  
Mark Bryce, Director (President, EAC)  
Ladd Mullenau, Director (Chairman, EAC Board)  
Edwin Lamoreaux, Director  
Lois Ann Moody, Director

# academic calendar

## FALL SEMESTER 2010

Registration and drop/add for the Fall 2010 semester begins  
March 15, 2010

July 15	Suggested postmark to meet tuition and fee payment deadline
August 2	Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
August 18	Greenlee County in-person registration at Morenci High School-EAC Office, 6:30-8:30 p.m.
August 18-20	Thatcher Campus faculty advising (appointment suggested – check curriculum pages for advisor contact information)
August 19	Thatcher Campus residence halls and food service facilities open at noon
August 19	Financial aid and scholarship funds available
August 23	Classes begin
September 1	Last day to register, add classes, withdraw without record, or receive refund for semester-length courses
September 6	Labor Day Holiday
October 8	Fair Day Holiday (Graham County locations only)
October 15	Registration and drop/add begins for Spring 2011 semester
November 5	Last day for students to withdraw with a “W” for semester-length courses
November 11	Veterans Day Holiday
November 25-26	Thanksgiving Holiday (Thatcher Campus food service facilities close November 24 at 6 p.m. Residence halls close November 25 at 7 a.m. Food service and halls reopen November 28 at 5 p.m.)
December 10	Last day for instructors to withdraw students with a “W” for semester-length courses
December 13-16	Final Exams (Thatcher Campus food service facilities close December 16 at 6 p.m. Residence halls close December 17 at 7 a.m. Food service and halls reopen January 9 at noon)
December 24-31	Christmas Holiday - All offices closed

## SPRING SEMESTER 2011

Registration and drop/add for the Spring 2011 semester begins October 15, 2010

December 1	Suggested postmark to meet tuition and fee payment deadline
December 15	Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
January 3	New Year’s Holiday
January 9	Thatcher Campus residence halls and food service facilities open at noon
January 10	Financial aid and scholarship funds available
January 10-11	Thatcher Campus faculty advising (appointment suggested – check curriculum pages for advisor contact information)
January 11	Greenlee County in-person registration at Morenci High School-EAC Office, 6:30-8:30 p.m.
January 12	Classes begin
January 17	Martin Luther King, Jr./Civil Rights Day Holiday

January 21	Last day to register, add classes, withdraw without record, or receive refund for semester-length courses
February 21	Presidents Day Holiday
March 1	Scholarship Applications due
March 1	Graduation Petitions due
March 15	Registration and drop/add begins for Summer Terms 2011 and Fall 2011 semester
March 21-25	Spring Break (Thatcher Campus and Graham County sites only) (Thatcher Campus food service facilities close March 18 at 6 p.m. Residence halls close March 19 at 7 a.m. Food service and halls reopen March 27 at 5 p.m.)
To Be Determined	Spring Break - Greenlee County
April 1	Last day for students to withdraw with a “W” for semester-length courses
May 6	Last day for instructors to withdraw students with a “W” for semester-length courses
May 9-12	Final Exams (Thatcher Campus food service facilities close May 12 at 6 p.m. Residence halls close May 13 at 7 a.m.)
May 13	Commencement Ceremony - 7:30 p.m.

## SUMMER TERMS 2011

### First Term

Registration and drop/add for Summer Terms begins March 15, 2011

May 16	Suggested postmark to meet tuition and fee payment deadline
May 27	Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
May 30	Memorial Day Holiday
May 31	Classes begin
June 2	Last day to register, add classes, withdraw without record, or receive refund for first summer term courses Last day to withdraw with a grade of “W” is the last day of classes
June 27-July 1	Final Exams

### Second Term

Registration and drop/add for Summer Terms begins March 15, 2011

June 20	Suggested postmark to meet tuition and fee payment deadline
July 1	Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
July 4	Independence Day Holiday
July 5	Classes begin
July 7	Last day to register, add classes, withdraw without record, or receive refund for second summer term courses Last day to withdraw with a grade of “W” is the last day of classes
August 1-5	Final Exams

## FALL SEMESTER 2011

Registration and drop/add for the Fall 2011 semester begins March 15, 2011

July 15	Suggested postmark to meet tuition and fee payment deadline
August 1	Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
August 17	Greenlee County in-person registration at Morenci High School-EAC Office, 6:30-8:30 p.m.
August 17-19	Thatcher Campus faculty advising (appointment suggested – check curriculum pages for advisor contact information)
August 18	Thatcher Campus residence halls and food service facilities open at noon
August 18	Financial aid and scholarship funds available
August 22	Classes begin
August 31	Last day to register, add classes, withdraw without record, or receive refund for semester-length courses
September 5	Labor Day Holiday
October 7	Fair Day Holiday (Graham County locations only)
October 15	Registration and drop/add begins for Spring 2012 semester
November 4	Last day for students to withdraw with a “W” for semester-length courses
November 11	Veterans Day Holiday
November 24-25	Thanksgiving Holiday (Thatcher Campus food service facilities close November 23 at 6 p.m. Residence halls close November 24 at 7 a.m. Food service and halls reopen November 27 at 5 p.m.)
December 9	Last day for instructors to withdraw students with a “W” for semester-length courses
December 12-15	Final Exams (Thatcher Campus food service facilities close December 15 at 6 p.m. Residence halls close December 16 at 7 a.m. Food service and halls reopen January 8 at noon)
December 23-30	Christmas Holiday - All offices closed

## SPRING SEMESTER 2012

Registration and drop/add for the Spring 2012 semester begins October 15, 2011

December 1	Suggested postmark to meet tuition and fee payment deadline
December 15	Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
January 2	New Year’s Holiday
January 8	Thatcher Campus residence halls and food service facilities open at noon
January 9	Financial aid and scholarship funds available
January 9-10	Thatcher Campus faculty advising (appointment suggested – check curriculum pages for advisor contact information)
January 10	Greenlee County in-person registration at Morenci High School-EAC Office, 6:30-8:30 p.m.
January 11	Classes begin
January 16	Martin Luther King, Jr./Civil Rights Day Holiday
January 20	Last day to register, add classes, withdraw without record, or receive refund for semester-length courses
February 20	Presidents Day Holiday

March 1	Scholarship Applications due
March 1	Graduation Petitions due
March 15	Registration and drop/add begins for Summer Terms 2012 and Fall 2012 semester
March 19-23	Spring Break (Thatcher Campus and Graham County sites only) (Thatcher Campus food service facilities close March 16 at 6 p.m. Residence halls close March 17 at 7 a.m. Food service and halls reopen March 25 at 5 p.m.)
To Be Determined	Spring Break - Greenlee County
March 30	Last day for students to withdraw with a “W” for semester-length courses
May 4	Last day for instructors to withdraw students with a “W” for semester-length courses
May 7-10	Final Exams (Thatcher Campus food service facilities close May 10 at 6 p.m. Residence halls close May 11 at 7 a.m.)
May 11	Commencement Ceremony - 7:30 p.m.

## SUMMER TERMS 2012

### First Term

Registration and drop/add for Summer Terms begins March 15, 2012

May 14	Suggested postmark to meet tuition and fee payment deadline
May 25	Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
May 28	Memorial Day Holiday
May 29	Classes begin
May 31	Last day to register, add classes, withdraw without record, or receive refund for first summer term courses Last day to withdraw with a grade of “W” is the last day of classes
June 25-29	Final Exams

### Second Term

Registration and drop/add for Summer Terms begins March 15, 2012

June 18	Suggested postmark to meet tuition and fee payment deadline
June 29	Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
July 2	Classes begin
July 4	Independence Day Holiday
July 5	Last day to register, add classes, withdraw without record, or receive refund for second summer term courses Last day to withdraw with a grade of “W” is the last day of classes
July 30-August 3	Final Exams

# directories

## DEPARTMENTS AND PROGRAMS

### Thatcher Campus Departments (Area Code 928)

Department	Phone	Location
Directory Assistance	428-8472	Student Services Building–Lobby
Absences	428-8253	Student Services Building–Room 137
Academic Areas		
Allied Health	428-8389	Math/Science Building–Room 307
Business	428-8216	Wayne M. McGrath High Tech Center–Room 114
Communicative Arts	428-8481	Academic Programs Building–Room 264
Computers	428-8216	Wayne M. McGrath High Tech Center–Room 114
Fine Arts–Art	428-8469	South Campus Classrooms–Room 16
Fine Arts–Drama	428-8460	Fine Arts Auditorium–Room 114
Fine Arts–Music	428-8467	Fine Arts Auditorium–Room 106
Industrial Technology	428-8435	Industrial Technology Building–Room 2
Math	428-8378	Math/Science Building–Room 104
Nursing	428-8324	Math/Science Building–Room 304
Physical Education	428-8414	Guitteau Gymnasium
Science	428-8318	Math/Science Building–Room 319
Social Sciences	428-8919	Academic Programs Building–Room 207
Accounting/Fiscal Control	428-8221	Student Services Building–Room 120
Adds/Drops	428-8270	Student Services Building–Room 163
Admissions	428-8272	Student Services Building–Room 131
Alumni Association	428-8295	Layton House/Ruby I. Stinson Alumni Center
ASPIRE	428-8343	Student Services Building–Room 162
Athletics		
Athletic Director	428-8414	Guitteau Gymnasium
Baseball	428-8414	Guitteau Gymnasium
Basketball, Men's	428-8400	Guitteau Gymnasium
Basketball, Women's	428-8418	Guitteau Gymnasium
Football	428-8417	South Campus Classrooms–Room 24
Golf	428-8418	Guitteau Gymnasium
Softball	428-8411	Guitteau Gymnasium
Tennis	428-4067	South Campus Classrooms–Room 23C
Trainer	428-8413	Guitteau Gymnasium
Volleyball	428-8410	Guitteau Gymnasium
Bookstore	428-8381	Gherald L. Hoopes Jr. Activities Center
Cafeteria	428-1481	Gherald L. Hoopes Jr. Activities Center
Campus Police	428-8240	Campus Police Building (Campus Police pager number 552-0157*)
Career Planning	428-8341	Student Services Building–Room 143
Cashier	428-8221	Student Services Building–Room 120
Class Registration	428-8270	Student Services Building–Room 163
Computer Services	428-8371	Wayne M. McGrath High Tech Center–Room 140
Continuing Education–Graham County	428-8261	Student Services Building–Room 218
Continuing Education–Greenlee County	428-8291	Discovery Park Campus
Counseling	428-8253	Student Services Building–Room 137
District Offices	428-8201	Student Services Building–Room 234
Employment, part-time, on campus		see Work Study Employment
Evaluation/Testing Center	428-8491	Student Services Building–Room 142
Facilities Reservations	428-8354	Gherald L. Hoopes Jr. Activities Center–Student Life Office
Financial Aid	428-8287	Student Services Building–Room 103
First Aid/Emergencies	911	

Food Service	428-1481	Gherald L. Hoopes Jr. Activities Center
Foundation/Alumni	428-8295	Layton House/Ruby I. Stinson Alumni Center
Housing (both on and off campus)	428-8605	Residence Towers
Intramurals	428-8384	Gherald L. Hoopes Jr. Activities Center–Game Room
Job Placement	428-8341	Student Services Building–Room 143
Library	428-8304	Alumni Library
Maintenance	428-8300	Maintenance
Major Field of Study	428-8270	Student Services Building–Room 163
Marketing and Public Relations	428-8321	Student Services Building–Room 205
Meal Tickets–Payments	428-8221	Student Services Building–Room 120
Monday Monster	428-8384	Gherald L. Hoopes Jr. Activities Center–Game Room
NAU Representative	428-8344	Academic Programs Building–Room 113
Occupational Education	428-8215	Student Services Building–Room 216
Orientation	428-8253	Student Services Building–Room 137
Payments	428-8221	Student Services Building–Room 120
Records & Registration	428-8270	Student Services Building–Room 163
Residence Halls		
Mark Allen North	428-8235	Mark Allen Hall North
Mark Allen South	428-8236	Mark Allen Hall South
Nellie Lee	348-4913	Nellie Lee Hall
Residence Towers	428-8606	Residence Towers
Wesley Taylor	428-0221	Wesley Taylor Hall
Scholarships	428-8272	Student Services Building–Room 131
Small Business Development Center	428-8590	Student Services Building–Room 113
Student Activities	428-8384	Gherald L. Hoopes Jr. Activities Center–Game Room
Student Government	428-8384	Gherald L. Hoopes Jr. Activities Center–Game Room
Swimming Pool	428-8419	Swimming Pool
Tickets/Reservations	428-8228	Gherald L. Hoopes Jr. Activities Center–Ticket Office
Transcript of Grades	428-8271	Student Services Building–Room 163
Tutoring	428-8253	Student Services Building–Room 137
Veterans Services	428-8273	Student Services Building–Room 163
Wellness Center	428-8416	Guitteau Gymnasium Balcony
Work Study Employment	428-8287	Student Services Building–Room 103
Yearbook	428-8218	Academic Programs Building–Room 254

\*After 2 rings, “At the tone please key in your number,” enter the telephone number you would like Campus Police to call. If no response within 5 minutes, call the Graham County Sheriff’s Office at 428-3141 and an officer will be dispatched to your location.

## GREENLEE COUNTY PROGRAMS

### Morenci

Diana Gonzalez-Sumpter, Morenci Coordinator  
 P.O. Box 1060  
 Morenci, AZ 85540  
 (928) 865-5559  
 EAC Extension Office on the Thatcher Campus:  
 (928) 428-8291

### Duncan

Donald Merrell, Duncan Coordinator  
 1217 Foster Lane  
 Duncan, AZ 85534  
 (928) 359-2116  
 EAC Extension Office on the Thatcher Campus:  
 (928) 428-8291

## PRISON PROGRAMS

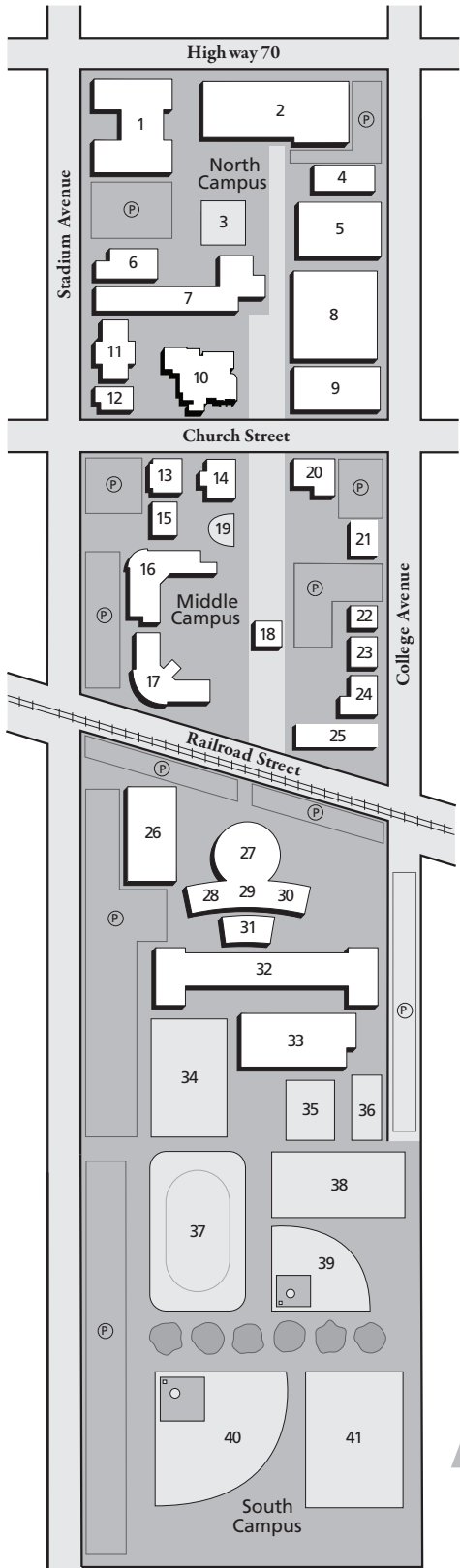
### Arizona State Prison–Safford Complex EAC Program

15500 S. Ft. Grant Rd., Space 4369  
 Ft. Grant, AZ 85644  
 EAC Office: (928) 828-3367

### Federal Correctional Institution–Safford EAC Program

P.O. Box 820  
 Safford, AZ 85546  
 EAC Office: (928) 428-6600, Ext. 1155

# thatcher campus map



## NORTH CAMPUS

- 1 Mark Allen Residence Hall
- 2 Gherald L. Hoopes Jr. Activities Center  
*Bookstore, Dining Hall, Student Life Offices, Game Room, Ticket Office, Lee Little Theater*
- 3 North Campus Recreation Area  
*Outdoor Basketball, Sand Volleyball Courts*
- 4 Nellie Lee Residence Hall
- 5 Residence Towers  
*Housing Office*
- 6 Maintenance
- 7 North Campus Classrooms (NC)
- 8 Math/Science Building (MS)
- 9 Alumni Library (LIB)  
*Student Library Services, Media Center, Computer Lab*
- 10 Wayne M. McGrath High Tech Center (HTC)  
*Computer Commons, Computer Services*
- 11 Wesley Taylor Residence Hall
- 12 Allied Health Lab (AHL)

## MIDDLE CAMPUS

- 13 Art Building B (Bldg B)
- 14 Layton House-  
Ruby I. Stinson Alumni Center  
*Foundation Office, Alumni Association*
- 15 Art Building C (Bldg C)
- 16 Academic Programs Building (AP)  
*Communicative Arts and Social Sciences, NAU Extension*
- 17 Student Services Building  
*Academic Deans' Offices, Admissions, ASPIRE, Cashier, Counseling, Disability Services, District Offices, Evaluation/Testing Center, Financial Aid, Fiscal Control, Human Resources, Institutional Research, Job Placement, Mailroom, Marketing and Public Relations, Records and Registration, Small Business Development, Transition Facilitator*
- 18 Memorial Bell Tower
- 19 Amphitheatre
- 20 ASPIRE Den (ASPIRE)
- 21 Family Consumer Resources Building (FCRB)
- 22 Campus Police
- 23 Costume Shop (CstmSh)
- 24 Gila Institute for Technology
- 25 Nursing Education Center (NEC)

## SOUTH CAMPUS

- 26 Industrial Technology Building (ITB)  
*CAD Drafting Facilities and Automotive, Machine, and Welding Shop*
  - 27 Fine Arts Auditorium (FA)
  - 28 Choir Room
  - 29 Stage
  - 30 Scene Shop (SCENE)
  - 31 Band Room
  - 32 South Campus Classrooms (SC)
  - 33 Guitteau Gymnasium  
*Athletic Director's Office, Wellness Center*
  - 34 Tennis Courts
  - 35 Swimming Pool
  - 36 Racquetball Courts
  - 37 Track/Football Field
  - 38 Lower Practice Field
  - 39 Softball Field
  - 40 Baseball Field
  - 41 Upper Practice Field
- Ⓟ Parking Lot

## THATCHER ADMINISTRATION AND FACULTY

**Sharon Allen (1994)**  
*B.S., M.A.Ed., University of Arizona*  
Assistant Dean of Counseling  
Student Services - Room 145  
(928) 428-8342  
sharon.allen@eac.edu

**Franklin Alvarez (2004)**  
*B.M., Tolima Music Conservatory*  
*M.M., A.D., University of Hartford*  
Orchestra Director  
Music Faculty  
Fine Arts Auditorium - Room 1  
(928) 428-8266  
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**Paul Anger (2010)**  
*B.S., Northern Arizona University*  
Director, Discovery Park Campus  
Discovery Park Campus  
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**David Arond (2010)**  
*B.Z., Antioch University*  
*M.Ed., University of California, Los Angeles*  
Media Communications Faculty  
Industrial Technology Building - Room 1  
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david.arond@eac.edu

**Paula Asbury (1989)**  
*A.A., Eastern Arizona College*  
*B.S., University of Arizona*  
Director, Information Resources  
Wayne M. McGrath High Tech Center - Room 147  
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paula.asbury@eac.edu

**Lauri Avila (1999)**  
*B.S., San Diego State University*  
*M.B.A., Marshall University*  
Associate Director,  
Administrative Support  
EEO Coordinator  
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**Andrea Bagnall (2010)**  
*M.S., Old Dominion University*  
Sports Medicine Instructor  
South Campus Classrooms - Room 22A  
(928) 428-8913  
andrea.bagnall@eac.edu

**Jim Bagnall (1996)**  
*B.S., University of Arizona*  
*M.Ed., Old Dominion University*  
Athletic Director  
Division Chair, Health/  
Physical Education  
Head Baseball Coach  
Guitteau Gymnasium  
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**Jack Bailey (2006)**  
*B.S., M.S., Rutgers University*  
*D.Sc., George Washington University*  
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Math/Science - Room 106  
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**Madhuri Bapat (1999)**  
*M.S., Wright State University*  
*B.S., M.S., University of Poona*  
Physics Faculty  
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# gila county campuses

In association with Eastern Arizona College



## MISSION STATEMENT

The Gila Community College District creates and continuously improves affordable, accessible, effective, and safe learning environments for the lifelong educational needs of the diverse communities we serve. Our campuses fulfill this mission through:

- University Transfer Education
- Developmental Education
- Workforce Development
- Continuing Education
- Community Education
- Community Services
- Cultural Activities
- Economic Stimulation Activities
- Adult Literacy Activities

The College is dedicated to providing individual attention and assessment as well as instructional and developmental courses to ensure that each student has access to the skills needed to achieve academic success. As a leading partner in community development, we contribute to the advancement of individual, social, economic and cultural interests in the region. We measure our success in fulfilling our mission by:

- Student enrollment
- The academic success of our students
- Community response to our program offerings
- The degree to which we satisfy the needs of community business/industry for skilled workforce

## DISTRICT GOVERNING BOARD

Robert S. Ashford, President  
Bernadette Kniffin, Vice President  
Armida Bittner, Secretary  
Dr. Larry Stephenson, Member  
Thomas Loeffler, Member

## GILA COUNTY PROGRAMS

### Gila Pueblo Campus

8274 Six Shooter Canyon  
P.O. Box 2656  
Globe, AZ 85502  
Office: (928) 425-8481  
FAX: (928) 425-8492

### San Carlos Campus

Tonto & Mesa Drive  
P.O. Box 152  
San Carlos, AZ 85550  
Office: (928) 475-5981  
FAX: (928) 475-5983

### Payson Campus

201 N. Mud Springs Road  
P.O. Box 359  
Payson, AZ 85547  
Office: (928) 468-8039  
FAX: (928) 468-8043

## FULL TIME STAFF BY CAMPUS

### GILA PUEBLO: (928) 425-8481

Stephen Cullen	District Senior Dean
Patricia Burke	Dean Gila Pueblo/San Carlos
Ron Carnahan	District IT Coordinator
Trena Grantham	District Public Relations Coordinator
Derryl Meeks	District Maintenance Supervisor
Susan Gallo	Finance Coordinator
Selma Williams	Facilitator Wellness Center
Larry Brown	Art Instructor
Shawn Boxell	Biology Instructor
Larry Oliveri	Electrical and Instrumentation Instructor
Randy Landers	English Instructor
Susan Blazeovich	Nursing Instructor
Linda McLennan	Nursing Instructor
George Salinas	Grounds Foreman
John Felix	Maintenance Technician
Andrea Renon	Supervisor
Mary Louise Rhinehart	Assistant
Marleta Hayes	Secretary

### PAYSON: (928) 468-8039

Pam Butterfield	Dean
Ron Nielsen	Director Small Business Development Center
LQ Harris III	Software Support Specialist
Gloria Levesque	Accountant
LaRonda Kerns	Nursing Instructor
James Quinlan	English Instructor
Joe Shannon	Biology Instructor
Richard Levesque	Maintenance Technician
Ray Law	Assistant
Kevin Milligan	Assistant
Kevin Ward	Custodian

### SAN CARLOS: (928) 475-5981

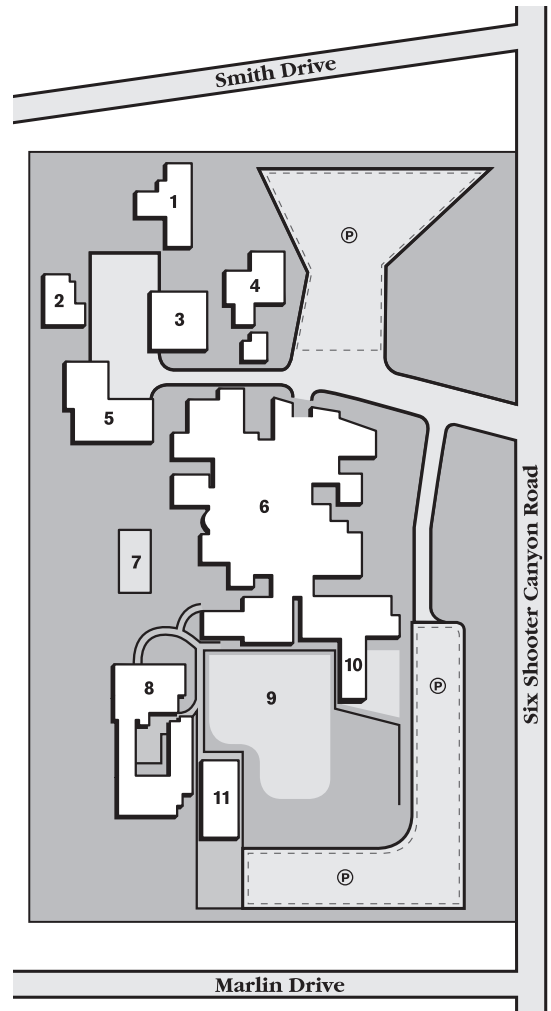
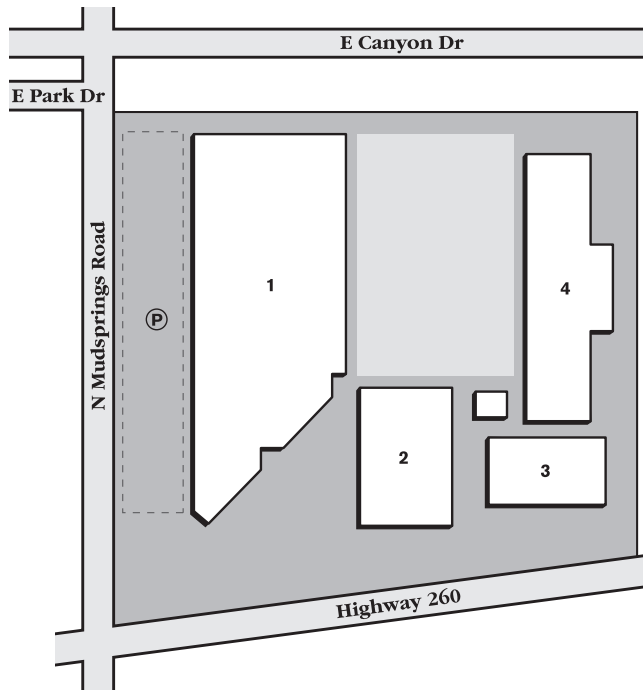
Marcella Miles	Campus Facilitator
Saralynn Hooke	Developmental Education Instructor
Denise Grimes	Clerk

## GILA COUNTY SCHOLARSHIPS

Departmental, Scholar, Preferential, Senior Citizen, and Resident/Community Involvement Scholarships are available at Gila Community College. Both new and returning full-time students are eligible for scholarships. Scholarship applications will begin to be reviewed and awards made after the March 1st priority date for the following academic year. Applications should be submitted as early as possible, however applications received after March 1 will be considered as long as scholarship funds are available. If you're selected to receive a scholarship you will be notified by mail and must acknowledge your acceptance in writing within 15 days of the date of notification. You may request Gila Pueblo scholarship application forms from the Scholarship/Financial Aid Office, Gila Community College (Globe: 928-425-8481, Payson: 928-468-8039, and San Carlos: 928-475-5981).

The Scholarship Officer has, as a matter of official policy, the right and obligation to discontinue any award made by or through the College upon receipt of verified evidence that a recipient of such an award has, either on the campus or in the community, demonstrated citizenship incompatible with standards of the College. This policy applies to all varieties of aid, as well as to academic, music, athletic, or special scholarships.

## MAPS OF PAYSON AND GILA PUEBLO CAMPUSES



### PAYSON CAMPUS

- 1 Classrooms**  
*Learning Resource Center, Student Gathering Center, Wellness Center*
- 2 Administration**  
*General Office, Reception, Conferer Faculty Workroom*
- 3 Community Room**
- 4 Classrooms**

### GILA PUEBLO CAMPUS

- 1 Maintenance Shop**
- 2 Boiler Plant**
- 3 Glass Blowing**
- 4 Nursing Skills Lab**
- 5 Welding**
- 6 Main Offices and Classrooms**
- 7 Fish Pond**
- 8 Library**
- 9 Indian Ruins**
- 10 Administration Office**
- 11 Science Lab**



# enrollment

**EASTERN ARIZONA COLLEGE IS A PLACE** where you'll make friends easily and feel at home instantly. Small class sizes and highly qualified, committed instructors ensure a quality education. And outside the classroom, opportunities for personal growth and enrichment abound. Whatever direction you take, there's no better starting point than Eastern.

EAC's ethnically diverse student body represents more than 36 states and territories and 11 foreign countries.

## HOW DO I ENROLL FOR THE FIRST TIME AT EAC?

Becoming a student at EAC is easy! If you've never attended Eastern Arizona College, you are admitted by establishing a record at EAC. There are three convenient ways to do this.

You may complete and submit the Admissions Form over the Web at [www.eac.edu](http://www.eac.edu), or

Call Operator Assisted Registration during business hours at (928) 428-8270 or 1-800-678-3808, Ext. 8270 and we'll take the information over the phone, or

Complete the Admissions Form which is found in each printed class schedule and:

- Mail it to: EAC Records and Registration, Thatcher, AZ 85552-0769
- Fax it to: EAC Records and Registration, (928) 428-3729
- Bring it to the Records and Registration Office in the College Student Services Building between 8:30 a.m. and 4:30 p.m., Monday through Friday.

Contact the Records and Registration Office at (928) 428-8270 or 1-800-678-3808, Ext. 8270 for more information.

The act of enrolling in courses at the College indicates you agree to be subject to all the requirements, policies, and regulations in the College Catalog, Schedule of Classes and Student Handbook, and agree to establish a permanent college academic record. You further acknowledge that in order to be admitted to other colleges or universities you may be required to send this academic record to those institutions. Your enrollment also certifies your understanding that the content of EAC courses is designed for adult students and if you are a younger student you may feel constrained from participating in class discussions due to the maturity and age of other students, in addition to the subject matter being discussed.

If you are a resident of Apache, Greenlee, or Santa Cruz County in Arizona and you plan on enrolling in classes on the Thatcher Campus or at any other Graham County site, you need to complete an Out-of-County Residence Affidavit. The Affidavit form is available from the Records and Registration Office. We will be glad to mail the form to you.

We will be happy to evaluate your credits earned at other colleges or universities. You will need to have an evaluation completed if you:

- Want to receive credit for prior college work, or
- Need to show that prerequisites have been met, or
- Will be participating in intercollegiate athletics at EAC and need to establish eligibility.

Arrange for an official transcript to be sent directly to the EAC Records and Registration Office from every college you have attended. If the transcript you wish evaluated is from a non-Arizona college or university, please arrange to have course descriptions of the transcript courses also sent to the EAC Records and Registration Office. Be sure the descriptions are from the catalog for the year the course was taken.

## ORIENTATION AND REGISTRATION ASSISTANCE

Eastern Arizona College offers Orientation and Registration Assistance for new students. The Orientation Program is designed to familiarize you with available services, registration procedures, and degree requirements. Orientation can be obtained in several ways:

1. A complete review of the College catalog, class schedule and student handbook will provide a good orientation to EAC. These publications are available at the College's Web site. You may also call the Admissions and Scholarships Office at (928) 428-8272 or 1-800-678-3808, Ext. 8272 to request these publications be mailed to you.
2. A Web-based orientation to Eastern Arizona College can be accomplished by studying the contents of the EAC site at [www.eac.edu](http://www.eac.edu). The opportunity to submit questions by e-mail is provided.
3. Students registering for the first time can expect the following assistance from Counseling Staff:
  - Academic Planning: you will learn how to use the tools necessary for planning your college program.
  - Advising: Counselors and Faculty Advisors will be available to assist you.
  - Registration Assistance: We will assist you with learning how to use our registration systems.
4. It is highly recommended that all first time, full-time students successfully complete a semester long orientation class, CSL 109, Orientation to Student Success. This class provides the student with instruction in study skills, time management and also provides the opportunity to obtain vital information about Student Life activities, Library Services, Financial Aid, and Academic Planning. Sections are taught by faculty in each of the academic divisions, giving the student the opportunity to work closely with someone in the division containing their major. Undecided students will be provided with the opportunity to explore career options. Students should complete this class in the first or second semester of their full-time enrollment.

Call (928) 428-8253 or 1-800-678-3808, Ext. 8253 or send an e-mail to [counseling@eac.edu](mailto:counseling@eac.edu) for more information.

## READING, ENGLISH AND MATH PLACEMENT TESTING

All new or continuing, full or part-time students who intend to make initial enrollment in a mathematics, English Composition, or any other general education class are required to take the appropriate placement test. Because students must, as a condition of graduation, demonstrate a reading proficiency at the 10th grade level for the AAS degree and at the 12th grade level for the AA, AS, ABUS or AGS degree, all students are required to complete the reading placement test. In addition, initial enrollment in most general education classes require reading proficiency at least at the 10th grade level. The reading placement score will determine if graduation

requirements and initial general education enrollment requirements have been met or if developmental reading courses are needed.

Placement in English composition and mathematics courses based on placement testing scores is mandatory and will be determined by a student's respective placement test scores. Nonetheless, students may choose to enroll in a mathematics class that is one level higher than the course designated by their testing score. Students choosing to enroll in a higher level course must sign a form indicating that they are aware that they are not enrolling in the proper course and that enrolling in the higher level course could affect their academic standing.

The requirement that you take placement testing will be waived if:

- You have taken either the ASSET or COMPASS placement tests previously and can provide EAC with scores.
- You are a transfer student and can provide an official transcript showing a grade of "C" or better in college level English or math.
- You have taken the ACT or SAT and can provide evidence you have achieved the following minimum scores:

**English Minimum Score**

ACT English Score of 21\*  
SAT Verbal Score of 530

**Math Minimum Score**

ACT Math Score of 21\*\*  
SAT Math Score of 520

**Reading Minimum Score**

ACT Reading Score of 18\*\*\*  
SAT Verbal Score of 530

\*Student will be placed in ENG 101, Written Communications I.

\*\*Student will be placed in MAT 154, College Algebra.

\*\*\*Student will have met the graduation reading requirement for the AAS, AA, ABus, AGS and AS Degrees.

Check with the Records and Registration Office at (928) 428-8270 or 1-800-678-3808, Ext. 8270 to see if we have your ACT or SAT scores on file.

You may obtain placement testing at EAC in several ways:

1. You may take placement tests in conjunction with an EAC Preview Day visit. Contact the Admissions and Scholarship Office at (928) 428-8272 or 1-800-678-3808, Ext. 8272 for Preview Day information.
2. You may take placement tests by appointment during regular business hours on the Thatcher campus. For more information, contact the Counseling Department at (928) 428-8253 or 1-800-678-3808, Ext. 8253 or send an e-mail to [counseling@eac.edu](mailto:counseling@eac.edu).
3. Scheduled placement testing is also offered at other EAC locations as follows:  
**Greenlee County, Morenci High School-EAC Office**  
Monday, August 16, 2010 4:00 p.m.  
Monday, January 10, 2011 4:00 p.m.

## INTERNATIONAL STUDENTS

International students may be admitted to Eastern Arizona College. Notice will be sent to the student indicating either acceptance or denial after the Records and Registration Office has received all of the following items. Contact the Records and Registration Office to obtain forms and more information. All items need to be received by August 1 for Fall Semester and by December 1 for Spring Semester.

- Admissions Form
- \$25 non-refundable application fee payable in US Dollars, or in the form of an International Reply Coupon issued through a government or postal office overseas
- Housing Application and deposit (if College housing is desired)
- Official transcript of high school and college work
- Completed medical examination
- TOEFL test scores. The minimum TOEFL paper-based test score

we accept is 500 and the minimum TOEFL computer-based test score we accept is 173. For information on the TOEFL, write to Test of English as a Foreign Language, Educational Testing Service, Princeton, NJ 08540, USA. You may be admitted without TOEFL scores contingent upon participation in a college language training program designed and approved to meet your individual needs.

- Letters of recommendation from two persons, preferably officials from the student's former school
- Certification of Finances
- Proof of hospitalization insurance

After being admitted to Eastern Arizona College, the International Student is responsible for completing all Immigration and Naturalization Service (INS) requirements. Students may not enroll in classes at Eastern Arizona College without the I-20 Certificate of Eligibility form on file in the Records and Registration Office.

## WHAT ABOUT MY RESIDENCY?

**State Residency:** No person having his/her domicile elsewhere than in the State of Arizona shall be eligible for classification as an in-state student for tuition purposes. The minimum requirements for residency are:

1. Continuous physical presence in the state for one year
2. Financial independence from out-of-state parents
3. Evidence of intent to establish residency
4. Compliance with Proposition 300 (see page 180).

For more information, refer to the disclosure section of the College Catalog on page 180, or contact the Records and Registration Office.

**County Residency:** Arizona residents from counties in which there is no established community college district (Apache, Greenlee, and Santa Cruz) may enroll in credit classes at Eastern Arizona College without payment of out-of-county charges, provided the student completes a properly executed Arizona Out-of-County Residence Affidavit at the time of registration. General Tuition and Fees are still payable.

# tuition and fees

## TUITION AND FEES FOR 2010-2011

The exact amount you will spend on college expenses will depend on your class schedule (textbooks needed, fees, etc.) and your housing and meal arrangements. Below is an estimate of the costs *per semester*, based on enrollment in 16 credit hours.

	Arizona Residents	Out-of-state Non-resident	Students from WUE States
General Tuition and Fees	\$760	\$760	\$760
Books & Incidentals	600*	600*	600*
Room & Meals**	2,443*	2,443*	2,443*
Out-of-State Tuition	NA	3,300	380
<b>TOTAL:</b>	<b>\$3,803*</b>	<b>\$7,103*</b>	<b>\$4,183*</b>

\*These are estimated costs and subject to annual change.

\*\*7-day meal plan, double room occupancy.

## REFUNDABLE TUITION AND FEES FOR 2010-2011

Credit Hours	Arizona Residents*	Out-of-state Non-resident	Students from WUE States
up to 1	\$65	\$140	–
2	\$130	\$280	–
3	\$130	\$280	–
4	\$130	\$280	–
5	\$130	\$280	–
6	\$130	\$280	–
7	\$235	\$910	–
8	\$340	\$1,540	–
9	\$445	\$2,170	–
10	\$550	\$2,800	–
11	\$655	\$3,430	–
12 & over	\$760	\$4,060	\$1,140
Audit Fee**	\$35 per credit hour		
Non-Credit Course Fee**	\$30 per credit hour		
Web Course			
Out-of-state Fee **	\$50 per credit hour		

\*Proposition 300, passed by Arizona voters in November 2006, stipulates that college students who are not legal United States citizens or are without lawful immigration status must pay out-of-state tuition.

\*\*Per credit hour, in addition to General Tuition.

## NONREFUNDABLE FEES FOR 2010-2011

Allied Health:	
Nursing lab fee	\$125 per term
EMT lab fee	\$25 per credit hour
EMT 103 lab fee	\$75
Paramedic lab fee	\$25 per credit hour
Check returned fee:	
1st time	\$25
Additional	\$30
CLEP administrative fee	\$15
Course fees (per term):	
Cooking lab fee	\$30
Jewelry course fee	\$15
Lapidary course fee	\$15
Private music lesson fee	\$260
Welding course fee	\$20
Credit by exam (per credit hour, in addition to General Tuition)	\$35

Diploma/Certificate replacement fee	\$15
Graduation fee	\$25
ID card replacement fee	\$10
International student admission application fee	\$25
Library:	
Overdue books fee	.05 per day
Overdue videos fee	.50 per day
Overdue reserve books fee	.50 per hour
Miscellaneous activities fees	To be determined
Parking Violation:	
1st Offense	\$10
Additional	\$15
Transcripts:	
Transcript fee	\$3
FAX surcharge fee	\$2

## HOW AND WHEN DO I PAY MY TUITION AND FEES?

Tuition and fees should be paid to the Cashier in the Fiscal Control Office located in the Student Services Building on the Eastern Arizona College campus. Payment should be made at the time of registration. You may pay by phone, online or in person with your VISA, MasterCard, American Express, or Discover card or mail your check or money order to Cashier, Eastern Arizona College, Thatcher AZ 85552-0769. Checks, drafts, and postal or express money orders should be made payable to Eastern Arizona College. Registration is not complete until all tuition and fees and outstanding debts or balances are paid.

If you expect to receive financial aid you need to work closely with the Financial Aid Office to seek and receive financial assistance. If you are seeking aid for the fall semester, you are advised to begin the application process early the previous spring.

Classes will be automatically canceled if tuition and fees are not paid by August 1 for fall semester and December 15 for spring semester. The Academic Calendar section of the class schedule and catalog specifies the dates by which all fees or financial aid arrangements are due. If payment is not received by these dates, your registration will be canceled. If your registration is canceled, you may not be able to get back into all your classes. Don't let this happen to you! Be sure all financial arrangements are made by the date due.

## NEW MEXICO (OUT-OF-STATE) TUITION WAIVERS

There are a limited number of Out-of-State tuition fee waivers for residents of New Mexico who wish to attend Eastern Arizona College. To be eligible for consideration, you must:

- Be a resident of New Mexico
  - Be admitted to Eastern Arizona College
  - Have a minimum 2.0 GPA (a transcript from your most recent school must accompany your application)
  - Fill out a New Mexico Out-of-State Tuition Waiver Application at [www.eac.edu/forms/NewMexico.shtm](http://www.eac.edu/forms/NewMexico.shtm) or request that an application form be mailed to you
  - For priority consideration you should register for classes as soon as possible prior to the semester you plan on attending
- This agreement is made by and between the New Mexico Commission on Higher Education, an "agency" of the State of New Mexico and Eastern Arizona College (and other community colleges in Arizona). The purpose of the agreement is to establish a tuition

reciprocity program to enable selected students from New Mexico to enroll at designated institutions of higher education in the State of Arizona with authorization to pay Arizona resident undergraduate tuition rates, and to enable an equal number of selected students from the State of Arizona to enroll at Western New Mexico University in New Mexico with authorization to pay New Mexico resident undergraduate tuition rates.

## WESTERN UNDERGRADUATE EXCHANGE (WUE)

WUE is the Western Undergraduate Exchange, a program of the Western Interstate Commission for Higher Education (WICHE). Through WUE, students in western states may enroll in many two-year and four-year college programs at a reduced tuition level: 150% of the institution's resident tuition. To be eligible for consideration, you must:

- Be a legal resident of participating states—Alaska, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington, or Wyoming
- Be admitted to Eastern Arizona College
- Maintain full-time student status while on the waiver having an annual accumulation of 24 credit hours at a minimum 2.0 GPA
- When you apply for admission to Eastern Arizona College—print out a WUE waiver application at [www.eac.edu/Academics/Student\\_Records/pdf\\_forms/WUE.pdf](http://www.eac.edu/Academics/Student_Records/pdf_forms/WUE.pdf) or request that an application form be mailed to you
- Valid and current supporting documentation from your state of residence must accompany your WUE application:
  - Drivers license
  - Motor vehicle registration
  - State income tax return for previous year
  - High school transcript or diploma
  - Property ownership document
  - Dependency status indicated on parent's federal income tax return from previous year
  - Bank statement addressed to your state of residency

## WHAT IS EAC'S REFUND POLICY?

**Tuition and Fees:** Refundable tuition and fees are defined as general tuition and out-of-state tuition. All students who officially withdraw from the College or individual semester-length or short-term courses before the close of registration for the course will receive a full refund. Students who withdraw from open entry/open exit courses after the term or semester in which the course is offered has begun will not receive a refund. Fees including class, lab and other special or miscellaneous fees are not refundable.

All refunds and deposits that may be due a student will first be applied to debts that the student owes the College. When federal student aid is used to pay for tuition and fees, the refund will be made to the federal fund, not to the student.

Federal regulations require that if you are a federal financial aid recipient and you totally withdraw from the College on or before the 60% point in the enrollment period, you must return a percentage of the federal aid funds disbursed. For example: if you withdraw at the 30% point of the enrollment period, you earn 30% of all aid that could be disbursed. The remaining 70% of the aid is unearned aid and must be returned. Further information is available at the Financial Aid Office and/or their web page at [www.eac.edu/finaid](http://www.eac.edu/finaid) or in the disclosures section of this catalog.

**Cancelled Courses:** When the College cancels a course, a full refund will be made for the cancelled course.

**Other Refunds:** If you wish to appeal the refund policy you may do

so by petitioning the Admissions and Academic Standards Appeals Committee. Petitions are submitted online via Gila Hank Online to the Records and Registration Office.

A student in the Armed Forces or the Arizona National Guard who is called to active duty and assigned to a duty station, verifiable by a copy of the orders, will be allowed to withdraw and receive a full refund of tuition provided courses have not been completed.

**Residence Halls:** In order to meet the demand for housing and provide rooms for those students who really need them, there are firm cancellation and refund policies in effect. If you wish to cancel your residence hall reservation, you must notify the Housing Office at (928) 428-8605. Cancellations on or before July 15 for the fall semester or on or before December 15 for spring semester will result in a full refund of your \$150 housing reservation/damage deposit. Cancellations after these dates will result in the loss of your housing reservation/damage deposit. You must pay your room cost and meal plan prior to the first day the residence halls open for the semester. If you do not pay by this date, your reservation will be cancelled and your housing reservation/damage deposit forfeited. If you pay then cancel your reservation by this date, you will be eligible for a full refund of your room cost. If you move out of the residence hall prior to the end of the academic registration period, your housing reservation/damage deposit will be forfeited and you will be eligible for a 50% refund of your room cost. After the end of the registration period, there will be no further refunds of room costs. Housing reservation/damage deposits will be refunded minus individual and/or communal damages. Checkout must be completed with Head Resident to be eligible for refund. Petitions for a waiver of the refund policy may be filed in the Student Life Office.

**Meal Plan:** Students who cancel their meal plan through 60% of the campus food service period will be eligible for a pro-rata refund only if they completely withdraw from school.

Students living in the residence halls are required to have an approved meal plan.

# housing and dining facilities

## HOUSING AVAILABILITY

Residence hall facilities are available on the Thatcher campus for both men and women. A tour of these facilities can be arranged when you visit our campus. Preference will be given to full-time students for College housing. Our Student Life Office also maintains a website directory of off campus housing facilities available for rent.

We reserve the right to deny campus housing, change room assignments, or remove a student from College housing if it is felt to be in the best interest of the student and/or the College. We cannot be responsible for loss, theft, or damage to personal property. Firearms, simulated weapons, any kind of projectile weapons, other weapons, explosives of all kinds, intoxicating liquors, and illegal drugs are prohibited in the residence halls and elsewhere on college property. If found, they will be confiscated and violators subject to disciplinary action and/or possible expulsion. Pets are not allowed in the residence hall areas or rooms.

## ROOM RESERVATIONS

Returning students have priority for College housing; however, if you're a returning student, you must have a full room deposit and current housing contract on file by the end of the previous semester or lose your priority.

To make a room reservation, submit to the Housing Office a completed Residence Hall Application and License Agreement and a \$150 housing deposit. Priority will be granted on the basis of the date the application and deposit are received.

## COLLEGE HOUSING DEPOSIT

A \$150 housing deposit and a declaration of your intent on the Residence Hall Application are required to reserve space in College housing. Upon check-in, the funds become a deposit against loss or damage to College property. Housing deposits may be left on account between semesters. Individual and communal damage expenses will be charged as they occur. A full deposit of \$150 must be maintained in your account in order to maintain your reservation between semesters.

## HOUSING CANCELLATIONS AND REFUND ELIGIBILITY

In order to meet the demand for housing and provide rooms for those students who really need them, there are firm cancellation and refund policies in effect. If you wish to cancel your housing reservation, you must notify the Housing Office at (928) 428-8605. Cancellations on or before July 15 for the fall semester or on or before December 15 for spring semester will result in a full refund of your \$150 Housing Reservation Deposit. Cancellations after these dates will result in loss of your deposit. Your room and meal plan payment must be made on or before the first day the residence halls open for the semester. If you do not pay by this date, your reservation will be cancelled and your deposit forfeited. If you move out of the residence hall prior to the end of the academic registration period, your deposit will be forfeited and you will be eligible for a 50% refund of your room fee. After the end of the registration period, there will be no further room fee refunds. Housing Deposits will be refunded minus individual and/or communal damages. Checkout must be completed with Head Resident to be eligible for refund. Petitions for a waiver of the Housing Refund Policy may be filed in the Student Life Office.

## RESIDENCE HALL ROOM COSTS FOR 2010-2011

Mark Allen, Nellie Lee, and Wesley Taylor are Traditional Halls with double occupancy rooms: \$1145 for Fall Semester and \$770 for Spring Semester. Single occupancy on a space-available basis.

Residence Towers' four person-suites: \$1,525 for Fall Semester and \$1,020 for Spring Semester.

Residence hall room costs are subject to annual change. Room and meal plan charges are due and payable on or before the first day the residence halls open for the semester.

## WHAT ABOUT DINING FACILITIES?

All students living in residence halls are required to purchase one of the meal plans described below. Small refrigerators and locking cupboards are provided in Residence Towers so students may prepare snacks to supplement their meal plans.

Campus food service is available 234 days per academic year. There are approximately 118 days in fall semester and 116 in spring semester. Students eat in the Food Service area of the Gerald L. Hoopes Jr. Activities Center. Meals are cafeteria-style and feature "all you can eat" (unlimited seconds). Three meals per day are served Monday through Friday. Brunch and dinner are served on the weekends. All meals must be used within the week or they are lost ("Use or Lose"). Only one meal can be used per meal time. Sack meals can be ordered 24 hours in advance.

Take-out food is available in the Gerald L. Hoopes Jr. Activities Center Food Service area. Check the signage for hours and menu. Students may order from the menu and pay on a per-item basis (a la carte).

## MEAL PLANS 2010-2011

**Plan A:** All 19 meals out of 19 served per week: \$1,485 per semester.  
**Plan B:** Any 14 meals out of 19 served per week: \$1,375 per semester.  
**Plan C:** Any 10 meals out of 19 served per week: \$1,305 per semester.

## CAMPUS DINING OPTIONS FOR THOSE WITHOUT MEAL PLANS

Commuter students, faculty, staff, and guests are welcome to enjoy campus dining in the Food Service area and pay for their meal on a cash basis. Those who do not live in College housing may also purchase any of the meal plans available to students living in the residence halls.

## CASH

Estimated Food Service Guest-Line prices, including sales tax, will be charged:

2010-2011	
Breakfast	\$5.67
Lunch	\$7.22
Dinner*	\$10.09
Daily Total	\$22.98

\*Special dinners may be charged an additional amount.

## FACILITIES CLOSED

Residence halls are closed at Thanksgiving, between fall and spring semesters, during Spring Break, and throughout the summer, unless advertised otherwise. Students should make arrangements to be out of the halls during these closure dates. Only returning student residents between the fall and spring semesters may leave their personal possessions in the hall room that they have been assigned, as well as, during Thanksgiving and Spring Break. Students not returning after the fall semester are expected to move out of the hall by 7 a.m. of the closure date of the hall or be subject to a daily rate charge. All student residents must move out of the hall by 7 a.m. of

the closure date of the hall for the spring semester or be subject to a daily rate charge. Exceptions must be cleared with the Director of Student Life, Head Resident, or Housing Office.

The dining hall is closed for meal plan use when the residence halls are closed. Also, several times during the school year, school picnics are held on campus. At these times, the dining hall may be closed and student meals served at the picnic.

For additional information, please contact the Housing Office.

# financial aid

**EASTERN ARIZONA COLLEGE HAS A COMPREHENSIVE** financial aid program to ensure, to the extent of available funding, that no student will be denied a college education because of lack of funds. EAC believes that primary responsibility for financing your education rests with you and your family. The ability of you and your family to provide that support is calculated through a federally approved needs analysis system.

A financial aid "package" often includes more than one type of aid. Eligibility requirements for the following programs are general in nature, and may change without notice. For more specific details please access the EAC Financial Aid web site at [www.eac.edu/finaid](http://www.eac.edu/finaid) or contact the Financial Aid Office, Eastern Arizona College, Thatcher, AZ 85552-0769, (928) 428-8287 or 1-800-678-3808, Ext. 8287; fax (928) 428-2391.

## GRANTS

Grants are awards which do not have to be repaid. Included are Federal Pell Grants, Federal Supplemental Educational Opportunity Grants (FSEOG), and for Arizona residents, the Leveraging Educational Assistance Partnership (LEAP – formerly SSIG) and Academic Competitiveness Grant.

month. All payments to work study students are made by direct deposit. You must make arrangements for direct deposit at the Fiscal Control Office cashier's window.

Note! If you are applying your work-study earnings toward a college debt, you must come to the cashier's counter and endorse your check so the funds can be transferred to reduce your outstanding bill.

## EMPLOYMENT

**Federal College Work-Study Program (FWS):** Federally funded part-time employment. Pay dates are twice monthly. Student employees are paid at least the federal minimum hourly rate.

**Institutional Work-Study Program:** College funded part-time employment awarded at specific request of faculty or staff. Pay procedures are similar to those under FWS above.

### Terms and Conditions of Federal or Institutional Work Study Employment

- If you have been awarded Federal Work-Study:
- Confirm award with Financial Aid Office.
- Locate a job. See listing under Student Employment at the Financial Aid Web site
- If you are a first-time EAC employee, fill out an employee "Set-Up Packet" at the cashier's counter in the Student Services Building. Bring two forms of identification (social security card and driver's license preferred).
- Work your agreed schedule and keep a careful record of the dates and hours.
- Turn in your time sheets to your supervisor before noon on the 15th and 30th of the month.
- Complete the timesheet with your correct student ID and sign it!
- Check calendar for pay dates. Typically it is the 7th and 22nd of the

## LOANS

EAC does not participate in the Federal Student Loan Programs. Information on lenders of private educational loans is available from the Financial Aid Office staff.

## DISBURSEMENTS

Disbursement of grants and scholarships in excess of institutional charges will be by transfer through Higher One two days prior to the first day of classes or as soon after as practical. For more information on Higher One, visit [www.eacdebitcard.com](http://www.eacdebitcard.com).

## THE APPLICATION PROCESS

The Free Application for Federal Student Aid (FAFSA) should be submitted as soon as possible after January 1 if you plan to enroll the following fall term. EAC's deadline for priority consideration is March 1. Since errors or incomplete forms cause delays it is important to complete the form early, carefully, and accurately. We encourage you to apply on the Internet at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

Approximately 30% of all applications will be selected for a process called "verification." If the Department of Education or the College selects you for verification, you must prove that the information you reported is correct by submitting income tax forms and other

documents. Therefore, you should save copies of all records and materials used in applying for aid.

## ELIGIBILITY DETERMINATION

Before aid can be awarded, your financial aid file must be complete, including all documents requested. Aid is then awarded on a first-come, first-served basis until funds are depleted. The amount of your award is determined by eligibility, availability of funds, and compliance with deadlines. You must reapply for aid each year.

Only regular students are eligible for federal financial aid. Regular students are defined by Eastern Arizona College as those students having earned a high school diploma or a GED. High school or home schooled students that are simultaneously enrolled in college classes are not considered regular, degree seeking students, and are not eligible for federal financial aid.

Two basic steps are used in determining financial aid eligibility.

**Step 1.** Determination of costs (student budget). Financial Aid considers fees, tuition, room and board, books, transportation, and personal expenses. Several standard budgets are designed to reflect a modest but adequate standard of living. Budgets are revised only if you can document extraordinary costs over which you have no control. The following are samples of the standard budgets to be used for the academic year based on an average of 16 credits per semester.

	Living at Home	Living Off Campus	Living in Residence Hall
General Fees and Tuition*	\$1,520	\$1,520	\$1,520
Room and Board	2,208	5,792	5,200
Books and Supplies	800	800	800
Transportation	1,270	1,270	1,300
Miscellaneous	1,902	1,902	1,902
Total	\$7,700	\$11,284	\$10,722

\*Out-of-state fees are an additional \$3,300 per semester or \$6,600 per year. Proposition 300, passed by Arizona voters in November 2006, stipulates that college students who are not legal United States citizens or are without lawful immigration status must pay out-of-state tuition.

**Step 2.** From the appropriate budget, subtract the expected family contribution as computed from information supplied on the FAFSA application. This results in the maximum eligibility.

Financial aid cannot be awarded until you have declared a major and are enrolled in courses that will lead to a degree or certificate. If you have neither a high school diploma nor GED, you must take and pass the Ability to Benefit test and results must be in the Financial Aid Office before aid can be awarded.

## NOTIFICATION OF AWARD

A notification of aid offered will be mailed to you. The Fiscal Control Office disburses aid and all debts to the College will be deducted from any amounts due you.

## SATISFACTORY ACADEMIC PROGRESS

To insure compliance with Federal regulations, EAC will award federal financial aid only to those students who are making satisfactory academic progress toward obtaining a degree or certificate. These procedures are designed to encourage you to successfully complete a degree or certificate in the appropriate amount of time. EAC has established the following by which to judge that progress. These standards should not be confused with the academic standards of the College, which may differ.

**Standards:** You are required to successfully complete at least 67% of your total attempted credit hours whether or not you received aid for all the terms attended. Repeat courses are counted in the total number of credits for that semester. Audited credit hours are not included.

You are required to maintain at least a 1.75 cumulative grade point average (GPA) if you have attempted 1-30 semester hours and a 2.0 or better cumulative grade point average if you have attempted 31 or higher semester hours.

Ninety-six (96) credits, including transfer credits, will be considered the maximum time frame for completion of most Associate degree programs. Proportional amounts of time will be allocated to students in shorter programs.

Financial aid may cover a maximum of 30 credit hours of developmental classes. This includes classes below the 100 level and MAT 120 and ENG 100. However these credits will be included in the maximum total of attempted hours allowed.

**Financial Aid Status:** If you completed fewer than the required credits or did not achieve the required GPA, you will be placed on probation for the following semester. While on probation, you may continue to receive financial aid but must complete all attempted credits with at least a 2.00 semester GPA.

If you achieve less than a 1.00 term GPA or complete no credits, you will not receive a probationary semester and future aid will be canceled.

**Appeals:** If you fail to meet the above standards and feel that there are significant extenuating circumstances you may submit an appeal. Appeals are to be made in writing to the Director of Financial Aid and should outline the specific problem and project your ability to complete the program.

**Reestablishing Eligibility:** If your aid is canceled due to lack of compliance with the above earned credits standard, you can reestablish eligibility by completing credits at Eastern Arizona College or another college without federal financial aid. If these credits are taken at another school you must arrange to have an academic transcript sent from the other school. Only those credits which transfer will be included in the calculation. Transfer credits are not included when your GPA is calculated. Only EAC credits affect your GPA.

Financial Aid will attempt to notify you of any deficiencies in a timely manner; however, it is your responsibility to be aware of the conditions of Satisfactory Academic Progress and to ensure compliance.

## STUDENT RIGHTS

You have the right to know:

- what programs are available at EAC.
- the deadlines for submitting applications.
- how your financial aid eligibility was determined.
- the refund and repayment policies.
- the satisfactory progress requirements.
- the costs at EAC.

## STUDENT RESPONSIBILITIES

You must:

- complete all application materials accurately and on time.
- provide correct information. Misreporting may be considered a criminal offense.
- accept responsibility for all agreements that you sign.
- notify the Financial Aid Office in writing of any changes in address, marital status, name, or drop in credits that takes you below the number of credits for which you are receiving aid.

## VETERANS AND CHILDREN OF DECEASED VETERANS

Most of Eastern Arizona College's curricula and courses listed in this catalog are approved for veterans training. You can contact the EAC Veterans Affairs Office (in the Records and Registration Office) for information on approved courses. These programs are maintained by cooperative arrangement between Eastern Arizona College, the State of Arizona, and the United States Department of Education. The College and students must comply with all regulations governing the Act under which the students are granted educational benefits.

You should apply for educational benefits from the Department of Veterans Affairs well in advance of your enrollment at Eastern Arizona College. Our Veterans Affairs Office can provide you with the Veterans Application for Education Benefits. You'll need to arrange for transmittal directly to EAC of an official transcript from all colleges attended. For further information please write to Veterans Affairs Office, Eastern Arizona College, Thatcher AZ 85552-0769.

For additional information contact: Records and Registration Office, Eastern Arizona College, Thatcher AZ 85552-0769, (928) 428-8273; FAX: (928) 428-3729; send email to: records@eac.edu.

# Scholarships

Scholarships are primarily awarded on the basis of academic excellence, performance in a particular area, or need. Both new and returning full-time students are eligible for scholarships. Scholarship applications will begin to be reviewed and awards made after the March 1st priority date for the following academic year. Applications should be submitted as early as possible, however applications received after March 1 will be considered as long as scholarship funds are available. If you're selected to receive a scholarship you will be notified promptly (before May 1 in most cases) and must acknowledge your acceptance in writing within 15 days of the date of notification.

The Scholarship Officer has, as a matter of official policy, the right and obligation to discontinue any award made by or through the College upon receipt of verified evidence that a recipient of such an award has, either on the campus or in the community, demonstrated citizenship incompatible with standards of the College. This policy applies to all varieties of aid, as well as to academic, performing arts, athletic, or special scholarships.

## INSTITUTIONAL SCHOLARSHIP GUIDELINES

The following academic guidelines will be necessary for you to maintain your scholarship status. This applies to all students currently on scholarship as well as new awardees. Individual scholarships may have other requirements, based upon the type of scholarship awarded. If you have questions, you should check either with the Scholarship Office or with the person directly responsible for the awarding of the scholarship.

- All students in every category must complete 12 credit hours or more each semester without exception.
- All scholarships will be for a maximum of four semesters.
- Renewal depends on maintaining a satisfactory GPA and exemplary citizenship.
- Certain scholarships are available only to students who are residents of specific Arizona counties.

**All Academic Team Scholarship.** Each year, two EAC, full-time, sophomore students are chosen for the All Arizona Academic Team and are the recipients of a scholarship ranging from \$500 to \$1,000. Development of the student's application for nomination should begin toward the end of the spring semester for freshmen or very early in the fall semester for sophomores. To be considered for nomination, students must complete a biographical questionnaire, have at least a cumulative GPA of 3.25, write an essay, and fill out other related forms available through Phi Theta Kappa and the Counseling Office. In addition to the EAC Scholarship, recipients are awarded a full tuition scholarship for four semesters to attend U of A, ASU, or NAU funded by the Arizona Board of Regents.

**Academic.** Awarded to cover cost of tuition. For consideration, a new student must have a GPA of 3.0 or higher and apply to the Scholarship Office. ACT or SAT scores and a high school transcript are required. The first semester you receive this scholarship, a minimum semester GPA of 2.5 or a cumulative GPA of 2.25 must be earned. For later semesters you must maintain a 2.5 semester GPA or a cumulative GPA of 2.375.

**Athletic.** Awarded to prospective or returning athletes by the Athletic Department. You must be eligible to participate in intercollegiate athletics and maintain NJCAA academic standards. Individual coaches may make other requirements.

**Beauty Pageant.** Awarded to Miss Graham County and the four runners – up in the Miss Graham County pageant. Amount is flexible not to exceed the cost for full tuition. Available for two semesters immediately following the pageant.

**Departmental.** Awarded by each division (Allied Health, Business, Communicative Arts, Fine Arts, Health and Physical Education, Industrial Technology Education, Mathematics, Nursing, Science, and Social Sciences). To receive consideration, you should correspond with the Division Chair, the Department Head of the curriculum of your interest, and make written application to the Scholarship Office. To qualify for consideration you need a high school or college GPA of 2.5 or above or demonstrate excellence in a curricular or extracurricular program offered at EAC. The first semester you receive this scholarship, a minimum semester GPA of 2.5 or a cumulative GPA of 2.25 must be earned. For later semesters you must maintain a 2.5 semester GPA or a cumulative GPA of 2.375.

**Graham County Scholastic Recognition.** Covers tuition and books for those students who graduate in the top 10 percent of their Graham County high school classes. Awards are based on rankings from your high school counselor. You must maintain a semester GPA of 3.5 or better, or a cumulative GPA of 3.25 for the first semester the scholarship is received. For later semesters you must maintain a cumulative GPA of 3.375 or better, or a semester GPA of 3.5.

**Music.** Awarded by the Music Department to cover various amounts toward tuition, based on audition and level of involvement in department organizations. A high school or college GPA of at least 2.5 is needed to qualify. Scholarships are renewable provided you continue to participate enthusiastically in music organizations, demonstrate positive leadership, and meet academic requirements: the first semester you receive this scholarship, a minimum semester GPA of 2.5 or a cumulative GPA of 2.25 must be earned. For later semesters you must maintain a 2.5 semester GPA or a cumulative GPA of 2.375.

**Theatre.** Awarded by the Theatre Department to cover tuition. A high school or college GPA of at least 2.5 is required. Scholarships are based on auditions or documentation of dramatic abilities. Scholarships are renewable provided you continue to participate enthusiastically in theatre and meet academic requirements: the first semester you receive this scholarship, a minimum semester GPA of 2.5 or a cumulative GPA of 2.25 must be earned. For later semesters you must maintain a 2.5 semester GPA or a cumulative GPA of 2.375.

**Presidential Scholarships.** Available only to students who are residents of Apache, Greenlee, and Santa Cruz counties (counties which are not currently part of a community college district). Awards fall into the following categories:

**Presidential Award of Excellence.** Covers room, board, tuition, and books; you must reside on campus. To qualify you need a high school GPA of 3.75 or higher, or place in the upper 10 percent of your class, or earn a score of at least 25 on the ACT. You must maintain a semester GPA of 3.5 or better, or a cumulative GPA of 3.25 for the first semester you receive the scholarship. For later semesters you must maintain a cumulative GPA of 3.375 or a semester GPA of 3.5.

**Presidential Preferential.** Covers room and board, you must reside on campus. To qualify you need a high school GPA of 3.5 or higher, or place in the upper 20 percent of your class. You must earn a semester GPA of 3.0 or better, or a cumulative GPA of 2.75 for the first semester the scholarship is received. For later semesters, you must maintain a cumulative GPA of 2.875 or a semester GPA of 3.0.

**Presidential Scholar.** Flexible amount but not to exceed the cost of a room in a campus residence hall. Funds may be used for room, tuition, fees, or books. To qualify you need a high school GPA of 3.0 or higher, or place in the upper 30 percent of your class. You must maintain a semester GPA of 2.75 or better, or a cumulative GPA of 2.50 for the first semester the scholarship is received. For later semesters you must maintain a cumulative GPA of 2.625 or better or a semester GPA of 2.75.

**Senior Citizen Tuition Scholarship.** Senior Citizens who are at least age 55 are eligible for tuition scholarships if they are residents of Arizona. Those from out-of-state pay only the out-of-state portion of the tuition.

## DONOR SCHOLARSHIPS AWARDED THROUGH THE EAC FOUNDATION AND THE COLLEGE

The following scholarships, varying in value, are administered by the Scholarship Office in accordance with stipulations of donors of these awards. You are encouraged to designate, at the time you make application, the specific scholarships for which you wish to be considered.

For additional information regarding the following scholarships, contact the Scholarship Office, Eastern Arizona College, Thatcher AZ 85552-0769; or call (928) 428-8272 or 1-800-678-3808 Ext 8272.

**Allen H. and Marie A. Cress Memorial Music Scholarship.** Awarded to a new or returning member of the A Cappella Choir. Must be a full-time or part-time student on Thatcher campus, must demonstrate good work and study habits and be a positive role model.

**Allyne Hemphill Memorial Scholarship.** Awarded annually to women demonstrating financial need who are enrolled full-time or part-time after an interruption in their education. Preference given to students of non-traditional age and those who have successfully completed the General Education Development

**Alumni Association Scholarships.** Each year the Alumni Association awards scholarships covering tuition for one year. Scholarships are awarded to children or grandchildren of EAC alumni who have a 3.5 GPA and are not receiving another EAC Scholarship. Preference given to previous recipients applying for a second year.

**Alumni Library Staff Scholarship.** Awarded annually by the staff of the Alumni Library to a returning full-time student. To qualify, you must be a Work-Study student employed by the Alumni Library, demonstrate good work qualities, and be a positive role model.

### **Anna Deane Millett, Don and Carlotta Pace Scholarship.**

Awarded annually to a full-time returning sophomore enrolled in a university transfer curriculum and having a cumulative GPA of 3.0 or higher. Preference will be given to a student enrolled in Home Economics or a closely related field.

**Arizona State Credit Union Scholarship.** The scholarship program is structured to cover a broad base of students attending various universities, colleges and vocational schools in Arizona. The scholarship was created to provide financial support for Arizona graduates who have achieved academic excellence and contribute to the community in which they live.

**Arthur N. and Gwendolyn Eve Excellence in Education Scholarship.** In honor of Arthur N. and Gwendolyn Eve, this scholarship is awarded annually to students who wish to be educators. Assistance is given students completing an Education degree that need financial support to complete their student teaching requirements. The scholarship is used to pay fees for fingerprint card registration required prior to acceptance as a student teacher.

**Ashley Marie Beals Memorial Scholarship.** Must be enrolled in the EAC Nursing program or pursuing a degree in Pre-Medical Science. Recipient must be enrolled full-time at the Thatcher Campus. Applicants should include at least two letters of recommendation with their scholarship application.

**Belle and Arnold Greenbaum Scholarship.** Awarded to a returning full-time EAC student majoring in a university transfer curriculum for Mathematics or Education with a cumulative GPA of 3.0 or better. Preference is given to female, reentry students.

**Bernstein Brothers Memorial Scholarship.** Made possible by the friends and family of Billy and Tony Bernstein, this scholarship is awarded to an incoming freshman or sophomore attending EAC pursuing a degree in one of the natural sciences or a degree from the ITE Division. Recipient must be a full-time student with a prior 3.0 GPA.

**Bette N. Smith Nursing Scholarship.** Awarded to a full-time student seeking Registered Nurse Certification. Recipients must have an entry GPA of at least 3.5 from all previous institutions attended and maintain a GPA of 3.5 while at EAC. They should also demonstrate positive work and study habits and be positive role models for others enrolled in the EAC Nursing program. Second-year Nursing students will be given priority in the selection process.

**Bureau of Indian Affairs Scholarships (BIA).** Federal awards through the BIA and various tribes to Native American students. The application form is the FAFSA, plus the tribal application available from the tribe or the Financial Aid Office. The tribe determines the amount of the award. Disbursements of grants and scholarships will be by cash or check on the first day of the semester or as soon after as practical.

**Chase Scholarship.** The Safford branch of Chase Bank awards an annual scholarship to returning freshmen who are majoring in some field of Business Administration or who are taking courses in this field. Selection is based upon academic ability (minimum GPA of 3.0), need, and participation in extracurricular activities. Recipient will be a graduate of a Graham County high school.

**Clara Curtis Bennett Memorial Scholarship.** To improve the future of our communities and country, this memorial scholarship is awarded to a full-time student with a 3.25 or higher GPA. Preference is given to a student with financial need who is a resident of Graham or Greenlee Counties or another southeastern Arizona rural community.

**Class of 1964 Scholarship.** This scholarship is made possible by the generous contributions of the very loyal and spirited Eastern Arizona Junior College Class of 1964. It is awarded to a full-time student who is entering college as a graduate of an Arizona high school with a 3.0 GPA. The award is for four semesters if recipient

maintains a 3.0 GPA and full-time status towards a degree or certificate program.

**College Park Student Scholarship.** Established by Gerald Deabel, owner of the College Park Apartments, this scholarship is awarded to a full-time student who has and maintains a 3.0 GPA at the Thatcher Campus. Recipient must demonstrate financial need.

**Dallace Butler Memorial Scholarship.** This scholarship is awarded to a returning student having a GPA of 3.0. Preference given to Pacific Islander or Native American full-time students.

**Debra Mullenau Memorial Scholarship.** Awarded to a full-time, married EAC student with a GPA of 3.0 or better. Financial need demonstrated through the Financial Aid Office is also required. Student must be enrolled in a Gila Valley Institute of Religion class other than Devotional at the time of application and throughout the time of scholarship support.

**Dr. David G. Lunt Choral Music Scholarship.** Awarded to a full-time EAC student who is a vocal music major. Recipient should demonstrate an enthusiastic love for music, people and life including service through musical and/or other organizations and maintain a 2.5 GPA.

**Dr. Dean and Phyllis Jones Curtis Scholarship.** The children of Dean and Phyllis Curtis established this scholarship to honor the contributions made by their parents as students at Gila Junior College and their father as President of Eastern Arizona College. Recipients shall have a 3.5 GPA and maintain a 3.25 GPA while attending EAC as a full-time student. Students must also be participants in at least one of the Fine Arts Division's performance groups. Scholarship is renewable up to four total semesters.

**Dr. Dorine Chancellor Scholarship.** Provided by the Arizona Business and Professional Women's Foundation for one full-time student, or divided among several part-time students. Eligible applicants are females who are Arizona residents having no previous experience in the work force but seeking a marketable skill, or returning to the work force but wishing to upgrade their skills, or currently employed and seeking education for career advancement or change. To continue the award, you must maintain a 2.0 cumulative GPA and apply annually. Use additional scholarship application available at Admissions and Scholarships Office.

**The Donald J. Caldwell Educational Scholarship.** Recipient will be an Arizona resident in the Licensed Practical Nurse or Nursing program with a 3.0 GPA. Preference given to students from Cochise County.

**Douglas Michael Loeb Memorial Scholarship.** Awarded for tuition and fees to full-time students on the Thatcher campus majoring in Automotive Mechanics or Automotive Service Technology with a minimum GPA of 2.75. There must be evidence of need. You may receive federal financial aid but no other scholarships.

**DRG Technologies Business Scholarship.** Awarded to a full-time student who is a resident of Graham or Greenlee County. Recipient must have and maintain a 3.0 GPA and pursue a degree in Business (Administration, Finance, Accounting, Management, etc.) or Computer Information Systems (Computer Information Systems, Computer Technology, etc.) Recipient will be offered part-time employment during the school year and a paid summer internship. Offer subject to interview with DRG and employment availability.

**DRG Technologies Graphic Design Scholarship.** Awarded to a full-time student who is a resident of Graham or Greenlee County. Recipient must have and maintain a 3.0 GPA and pursue a degree or certificate in Graphic Design. Recipient will be offered part-time employment during the school year and a paid summer internship. Offer subject to interview with DRG and employment availability.

**Dr. Pam Rule Memorial Scholarship.** Scholarship memorializes Dr. Pam Rule who taught anthropology courses at EAC and served

as Director of the EAC Museum of Anthropology from 1986 to 1989. Awarded to a freshman EAC student who will be returning to EAC for his/her sophomore year. Must have and maintain a 3.0 GPA. Recipient must be enrolled in a science, Social Sciences or liberal arts curricula.

**E. James Lee and Jacqueline McFadden Lee Scholarship.** The EAC Foundation provides this scholarship in honor of Mr. and Mrs. Jim and Jacque Lee for their years of service and financial support to EAC. This tuition-and-a-half scholarship is awarded to a full-time student at the Thatcher campus of EAC. Applicants should show financial need and have and maintain a GPA of 3.0 or higher. Exceptions to the GPA requirement can be made if applicant shows employment at 20 hours or more per week while going to school.

**Eldon and Lucille Palmer Memorial Scholarship.** Awarded to a full-time student pursuing a degree in Music. Recipient must be a graduate of Thatcher High School. Preference given to a student showing financial need as determined by the EAC Financial Aid Office.

**Elizabeth Louise Loeb Memorial Scholarship.** Awarded for tuition and fees to full-time students on the Thatcher campus majoring in Business Administration with a minimum GPA of 3.0. There must be evidence of need. Recipient may receive federal financial aid but no other scholarships.

**Ella T. and J. David Lee Scholarship.** Awarded to a graduate of a Graham County high school with a GPA of 3.0 or higher who demonstrates financial need. Continued eligibility requires maintaining a 3.0 GPA and full-time attendance at the Thatcher campus.

**Emil Crockett Insurance Agency Scholarship.** Awarded to a returning student who is majoring in a Business discipline. Awarding of the scholarship is based on high scholastic achievement (3.0 GPA) and residence in Graham County.

**Farrel Claridge and Bessie A. Layton Scholarship.** Eastern Arizona College has been a wonderful part of the Farrel C. and Bessie A. Layton family history. They hope this scholarship will provide others with similar great experiences available at EAC. It is awarded to a full-time Thatcher Campus student demonstrating financial need. Recipient must have and maintain a 3.0 GPA.

**Follett College Stores Scholarship.** Awarded to a returning student majoring in Business with an emphasis in Business Administration or Small Business Management with a cumulative GPA of 3.0 or above.

**Fred and Olga Pace Scholarship.** Awarded to a resident of Graham County who graduated from an Arizona high school and is returning to the Thatcher campus for the sophomore year. Recipient must make satisfactory progress in either a university transfer curriculum or occupational program and maintain a 2.0 GPA with full-time attendance.

**Freeport-McMoRan Copper & Gold Foundation Scholarship.** Awarded annually to a full-time student studying Engineering or mining related degrees. Preference given to students who agree to a 9-12 week paid internship during the summer prior to school year receiving the scholarship. Scholarship is \$1,000 per semester. Internship interviews will occur in March of each school year. Further information about qualifications and benefits are available at the Scholarship Office or the EAC Foundation. Applications should be submitted prior to February 1.

**Freeport-McMoRan Occupational Education Programs Scholarship.** Awarded by Freeport-McMoRan to individuals planning to enroll full time in one of the three areas of the Mining Technology Program: Diesel Technician, Industrial Plant Technician, or Electrical and Instrumentation Technician. You must possess qualities of personal integrity, good moral character, good work ethic, and

good citizenship as demonstrated by letters of recommendation. You must be employable as an intern during the program and agree to work at Freeport-McMoRan a minimum of two years following completion of the Mining Technology Program.

**George R. Bingham, Jr. Memorial Drama Scholarship.**

Awarded to a new or returning full-time student majoring in Theatre and Cinematic Arts on the Thatcher campus. You must have an entry GPA of 2.5 or higher and maintain a GPA of 2.5 or higher at EAC.

**Glenn West Memorial Art Scholarship.** Awarded on a semester basis toward the purchase of educational supplies to a full-time student returning to EAC's Thatcher campus for the sophomore year with a major in any Art Department curriculum and having at least a 3.5 GPA in classes with ART prefix. Recipient will be reimbursed for art supplies after providing receipts to the EAC Foundation.

**Graham County Republican College Scholarship.** Awarded to a full-time graduate of a high school in Graham County. Recipient must exhibit registration in the Republican party.

**H. Greg Brockmeier Scholarship.** H. Greg Brockmeier provided 32 years of service to this community and his employer, Sodexho, Inc. and Affiliates honors Greg with this scholarship which is presented to a new or returning sophomore. Recipient must maintain a 3.0 GPA, full-time attendance and demonstrate financial need.

**Harvey J. and Loretta Olsen Memorial Scholarship.** Funds from this scholarship endowment provide tuition and additional funds toward educational expenses. The recipient will be an EAC student returning to EAC for the sophomore year. Applicants must be pursuing a university transfer curriculum, maintain a 3.0 GPA and full-time attendance.

**Helen Johnson Bone Scholarship.** Presented to a woman who is married or has been married, who is a full-time student seeking an AA or AAS degree which will prepare her for gainful employment. Recipient must demonstrate financial need. Recipient must be an Arizona resident possessing qualities of personal integrity, good moral character, and good citizenship, demonstrated by letters of recommendation. You must maintain full-time attendance, a GPA of 2.5 or higher and may not be receiving any other financial aid except government financial aid.

**Homa and Irene Wood Foundation Scholarship.** Awarded to new or returning students showing financial need based on a completed FAFSA and statement of need. A minimum GPA of 2.0 is required, preference given to students from Arizona.

**Jared Taylor Brown, Alice Edna Hamblin and Polly Elizabeth Matthews Koger Scholarship.** Recipient must be a full-time student of Agribusiness having an entering GPA of 3.0 and maintain a 3.0 GPA for renewal up to 4 semesters. Student must demonstrate financial need through the Financial Aid Office. Recipient may receive federal financial aid but no other scholarships.

**Jesse and Betty De Vaney Scholarship.** Awarded to a returning full-time student majoring in Business Administration or Computer Science. Recipient must have and maintain a 3.5 GPA. Jesse U. De Vaney dedicated 37 years of service to EAC where he served as an instructor in Business Administration and later in administrative positions including Registrar and Dean of Admissions, Research and Development. The De Vaney Family is pleased to continue their support and commitment to education through this scholarship.

**Jody Buzicky Women's Athletic Scholarship.** Awarded to a female athlete or team manager for one of the EAC Interscholastic Athletic Teams. Recipient must be a full-time student and have and maintain a 3.0 GPA.

**John Mickelson Endowed Scholarship.** Each year, a scholarship will be awarded to a full-time freshman student returning

for sophomore year with a minimum GPA of 3.0 in all academic work. Applicants should demonstrate personal traits of leadership, positive attitude, citizenship, personal integrity and commitment to EAC.

**The Johnson Motors Corporation Automotive/Mechanic Scholarship.** Awarded to a returning student to the EAC Automotive Department with a 2.5 GPA. Preference given to students exhibiting financial need.

**The Kalvert W. Lines Scholarship.** Made possible through an endowment created in his estate plans, the Kalvert W. Lines Scholarship is awarded to Freshman students with a 3.75 GPA who will be returning for their Sophomore year. Recipients must demonstrate financial need and be pursuing a university-transfer curriculum.

**Kathryn Murphy-Spencer L. Kimball Scholarship.** Awarded to a full-time student majoring in a university transfer curriculum at the Thatcher campus who has a minimum GPA of 3.75, financial need, and has provided service to the College or the community.

**Keith and Kathleen McBride Crockett Family Alumni Scholarship.** Awarded to a full-time EAC student who is the son, daughter, grandson or granddaughter of an EAC Alumnus. Include at least 2 letters of reference describing character, citizenship and commitment to self improvement. A GPA of 3.0 or better and full-time attendance is required to maintain the scholarship.

**Ladies Auxiliary to the VFW 10385 Scholarship.** Awarded to new or returning EAC students who are veterans of the United States Armed Services or relatives of veterans (father, mother, son, daughter, grandson, granddaughter, niece or nephew). Preference given to a veteran. Scholarship recipient must have and maintain a cumulative GPA of 2.0 or better (C average).

**Latter-day Saint Student Association Scholarship.** Established by Mel and Adeline Palmer who served the LDSSA for 14 years at the Gila Valley Institute. This scholarship assists an outstanding member of the LDSSA who is attending EAC. Student must actively attend an Institute Class other than Devotional/Seminar. Preference given to applicants demonstrating financial need.

**Mark J. Green Excellence in Spanish Scholarship.** Awarded to a full-time freshman EAC student who graduated from a Graham County high school. Recipient should be currently enrolled in a Spanish language course, who will be returning to EAC for the sophomore year.

**Mary Kim Titla Scholarship.** Awarded to a Native American student from Ft. Thomas High School or San Carlos High School enrolled full-time at EAC. Preference given to those seeking a degree in journalism, English, or closely related field. The recipient must possess qualities of personal integrity, good moral character, and good citizenship and have and maintain a minimum GPA of 2.75. Applicants should complete a 500-word essay entitled "Why I'm Pursuing My Career Goal."

**Meghan Lynne Hammer Memorial Scholarship.** This scholarship is established by family and friends in loving memory of Meghan Lynne Hammer. Though her life was short, she dedicated herself to pursuing a career in music to be a therapist, to help others live a better life through music. This scholarship is awarded annually to a Miami and Globe graduating senior pursuing a music degree at EAC. The recipient must be a full-time student participating in the EAC Band. This scholarship provides funds towards educational expenses.

**Mt. Graham Regional Medical Center Board of Directors Nursing Scholarship.** Awarded by the Mt. Graham Regional Medical Center Board of Directors to a full-time student from Graham, Greenlee, or Gila County who is seeking a degree in

Nursing. You must have an entry GPA of 3.0 or higher and maintain this GPA while enrolled in the EAC Nursing program. You must possess qualities of personal integrity, good moral character and good citizenship as demonstrated by letters of recommendation. You must agree to work at Mt. Graham Regional Medical Center a minimum of one year following receipt of your registered nurse license.

**Newman Sustaining Board Scholarship.** The Newman Sustaining Board offers a scholarship each year to a student returning to the Newman Center. Student must be a registered Catholic with a cumulative GPA of 2.5 or better, be a good example of a Catholic on campus as well as in the community, live according to Catholic teachings and must be actively involved in the Newman Center with at least 3 group activities or more during the year.

**Ora Deconcini-Martin Scholarship.** Awarded to a full-time student returning to EAC for his/her sophomore year at the Thatcher Campus. Recipients need a freshman GPA of 3.0 and be pursuing a degree in Business Administration or Business Education.

**Paul and Blanca Roberts Percussion Scholarship.** Awarded to a percussionist with a 3.0 or higher GPA who participates in marching band, symphonic band, mallet ensemble, and private percussion lessons with its recitals and juries. Preference given to music majors.

**Phyllis Martin Lord Scholarship.** This scholarship is established by the family and friends of Phyllis Martin Lord to commemorate her uncommon life of service to her family, church and community. It is awarded annually to a student demonstrating economic need, scholarship potential, characteristics of personal integrity, and service to family, church and community. Please include letters of recommendation. Student recipients must be enrolled full-time at the Thatcher campus and maintain a 2.5 GPA. Preference given to Business Administration majors.

**Pizza Edge Scholarship.** For a full-time, degree-seeking student at the Thatcher campus. Provides tuition for one year, and may be renewed for one additional year. You must have an entering GPA of 3.0 or higher and maintain this GPA throughout the term of the scholarship. You must possess qualities of personal integrity, good moral character, and good citizenship, demonstrated by three letters of recommendation. Preference given to a student from northeastern Arizona.

**Professional Support Staff Scholarship.** Available to any currently enrolled full-time student at EAC with a minimum GPA of 3.0 who is nominated in writing by a member of the EAC professional support staff.

**Russell T. and Leola Lundell Memorial Scholarship.** Awarded to a full-time student majoring in Chemistry, returning to Thatcher campus as a sophomore with a GPA of 3.5 or higher. Satisfactory progress in the major at the end of the freshman year is required as well as financial need. Additional criteria include demonstrated service to the College and the community, and good character. Renewable for one semester.

**Ruth Merrill Moeller Scholarship.** Established by Mr. Theo L. Moeller in honor of his wife of 50 years and commemorating the beginning of that relationship at Gila College. The scholarship is awarded to a new or returning full-time student majoring in Music.

**Safford Business and Professional Women's Club Scholarship.** The Safford Business and Professional Women's Club provides this scholarship to women returning to college after an interruption caused by occupational or family responsibilities. Each scholarship provides tuition for one year. Use additional scholarship application available at Admissions and Scholarships Office.

**Safford Lions Club Scholarship.** Awarded annually to a full-time student who is a graduate of a Graham County high school. Recipient should have a 3.0 GPA, exhibit financial need and give service to the community.

**Safford Rotary Club Scholarship.** A scholarship is provided for a deserving student who is a graduate of a Graham County school to recognize achievement (high school GPA of 2.5 or higher) and provide financial aid. Recipient must be academically average or above, in need of financial aid, and enrolled for a minimum of 12 hours.

**Sarah Lamoreaux Memorial Scholarship.** Recipient must demonstrate qualities of goodness and be a positive role model with enthusiasm, dedication and school spirit, as well as demonstrate positive work and study habits.

**Sumitomo - Phelps Dodge Scholarship.** Established by the Sumitomo Metals Mining Corporation in honor of the 20th Anniversary of their partnership with Phelps Dodge Corporation. This scholarship provides assistance to students pursuing a degree or certification in an Industrial Technology field (ITE) needed in the mining industry. Student must have and maintain a 2.75 GPA or better. Preference given to a Greenlee County resident.

**Tom and Becky Johnson Nursing Scholarship.** Recipient will be a second year Nursing student with a 3.0 GPA. Preference will be given to students exhibiting financial need.

**Virginia Rae Barr Memorial Scholarship.** Awarded to a full-time Thatcher campus student majoring in Early Childhood Development or Elementary/Secondary Education. Preference given to a student who plans later emphasis in education for the developmentally disabled. Applicants should include a written statement with their application describing their career goals.

**Walter and Julia Rogers Scholarship.** This endowed scholarship was provided by Walter and Julia Rogers with fond memories of Walter's great start at Gila Junior College. Recipient must be classified as a full-time student attending the Thatcher Campus of EAC. The recipient shall have and maintain a 3.0 GPA while pursuing a university transfer curriculum or a certificate program that will lead to employment after attending EAC. Preference is given to a student from a Graham County high school.

**Wayne M. and Barbara S. McGrath Memorial Scholarship.** Established to benefit the students and the community they love, this scholarship was started by the family of former EAC President Wayne McGrath. The recipient shall have and maintain a 3.0 GPA while attending the Thatcher Campus as a full-time student. Preference is given to those showing financial need. Preference given to EAC Freshmen returning for their Sophomore year. Scholarship is renewable up to four total semesters.

**Wilford E. Stailey Memorial Scholarship.** Awarded to a full-time Thatcher student returning for the sophomore year who is enrolled in one of the following majors, in order of preference: Computer Information Systems, Computer Information Specialist, or Business and have and maintain a GPA of 2.0 or higher. To receive second semester proceeds, you are required to continue full-time status and a 2.0 or higher GPA.

**William D. Smith Memorial Scholarship.** An annual scholarship is awarded to a student majoring in Drafting. Recipient will be returning as a sophomore, demonstrated by classroom activities to have outstanding drafting ability, show a commitment to career objectives in that field, and have a cumulative GPA of 3.5. Academic excellence in all classroom activities will be an important consideration.

**William J. Bone Scholarship.** Recipient may be a freshman or sophomore and must have entering GPA of 2.5 and must maintain a 2.5 GPA as a full-time student. Arizona residency is required. Personal integrity, good moral character and good citizenship are also considered.

**William N. (Billy) Stroud III Memorial Scholarship.** Awarded to a sophomore returning to Thatcher campus as a full-time student majoring in Athletic Training and acquiring hours toward NATA certification. Additional criteria include outstanding aptitude in athletic training and leadership ability. Recipient must not be receiving any other athletic scholarship.

**Woman's Club of Safford Math/Science Award.** Awarded annually to a student majoring in math or science.

**Woman's Club of Safford Music Award.** Awarded annually to a student majoring in music.

## DONOR SCHOLARSHIPS AWARDED BY DONOR

Scholarships listed below are awarded as indicated. Application is not made to the College for these awards. Instead, students should contact their high school counseling offices or the organizations directly.

**Cobre Valley Community Hospital Auxiliary Nursing Scholarship.** The Cobre Valley Community Hospital Auxiliary in Claypool, Arizona, awards a scholarship to a resident of Gila County who is a full-time student on Thatcher campus seeking a degree in Nursing. You must have completed the educational prerequisites for the EAC Nursing program, have an entry GPA of 3.0 or higher from previous institutions attended, and maintain a minimum 3.0 GPA at EAC. You must possess qualities of personal integrity, good moral character, and good citizenship as demonstrated by three letters of recommendation.

**Safford Elks Lodge Scholarship.** Six outstanding high school seniors (3 male and 3 female) are chosen each year to receive the Safford Elks Lodge scholarships. Selection is based on scholastic record, need, leadership and extracurricular participation.

# student services

## ACTIVITIES AND ORGANIZATIONS

Wishing to provide opportunities for wholesome recreation, service to the community, democratic participation in student government, and acquiring experience in leadership, Eastern Arizona College encourages and supports a varied program of student activities and organizations. These include athletics, dramatics, music, religion, student publications, intramural sports, politics, and social and scholastic organizations. Additional information concerning these activities can be found in the Student Handbook published by the Student Life Office.

## ALUMNI LIBRARY

The Alumni Library consists of the library and media center. It serves students, faculty, and the community by providing research and recreational materials. Computer facilities and media are also available for use by all students and non-student patrons 18 years of age and over.

The Library has approximately 46,000 books, 100 magazines and newspapers, and 36 subscription databases providing full-text journal and newspaper articles, poetry, short stories, and reference e-books. Twenty one of these databases and our online catalog are now searchable with one intergrated link called "EAC-y\* Search" (\*Easy Search). There are also collections of music CDs for check-out. There are 12 small conference rooms and three large study areas for student use. Wireless Internet is available for students in the Alumni Library.

The media center has approximately 1,500 DVDs available for overnight checkout by students. Computers, printers, and Internet access are available to students and community patrons 18 years of age and over.

### *Alumni Library hours during fall and spring semesters:*

Monday through Thursday	7 a.m. to 10 p.m.
Friday	7 a.m. to 5 p.m.
Saturday	10 a.m. to 4 p.m.
Sunday	6 p.m. to 10 p.m.

The Library is closed on college holidays, and closes at 5 p.m. the night before holidays. It is open the night before classes resume, from 6 p.m. to 10 p.m. All closures will be posted.

### *Summer session hours are:*

Monday through Thursday	7 a.m. to 7 p.m.
Friday	7 a.m. to 5 p.m.

Closed weekends and holidays. All closures will be posted.

## ASPIRE

As a part of the College's guidance and counseling service, ASPIRE, funded by the U.S. Office of Education under a Title IV Student Support Services grant, is designed to provide eligible students with additional support to make their college experience more successful. Problems with registration, financial aid, transportation, transferring to another school, career decision making, and other student concerns may be resolved with the aid of the ASPIRE counselors and advisors. ASPIRE also provides alternative modes of instruction in mathematics for students as well as tutoring in all subject areas.

Financial need, a disabling condition, or being a first-generation college student are the primary eligibility requirements for ASPIRE. Check with the Counseling Department to see if you are eligible for these services.

## AWARDS

At the end of each school year a variety of awards are presented to students who have shown outstanding achievement during the school year. Following is a list of some of the annual awards.

**Athletic Awards.** In addition to the annual Letterman awards, the Athletic Department and other boosters recognize outstanding performances in the areas of athletics by presenting the following awards:

*Alvin Goodman Scholastic Award:* In memory of Alvin Goodman, an award is presented to the letterman in basketball who has received the highest scholastic average of the year.

*Athlete of the Year Award:* Awards are given to both the male and female Athlete of the Year. The Athletes of the Year will have their names engraved on the permanent trophy in the trophy case.

*Basketball Most Valuable Player Award:* The most valuable basketball player will have his name engraved on a permanent trophy.

*Wayne M. McGrath Scholastic Award:* Given to the female athlete with the highest GPA for that year. Recipient may be a freshman or sophomore.

**Carl Kyser Award.** This award honoring a former EAC Automotive Instructor, is given annually to the outstanding automotive student.

**Cassius Bavor Award.** This is in memory of Cassius Bavor, a former employee of Eastern Arizona College. It is given to the most outstanding student employee on campus.

**Criminal Justice Student Association Award.** The students of CJSA give this award to a returning Administration of Justice student. Selection criteria include a 3.0 or higher GPA, providing service to the Club and the community, personal integrity, and a commitment to career objectives in the Administration of Justice field.

**Dramatic Awards.** Given to the outstanding male and female drama student in the following categories: Best Actor, Best Supporting Actor, and Most Improved Actor. Other awards include the "Techie" Award and the Donald P. Jones award for service beyond the call of duty.

**EAC Faculty Association Award for an Outstanding Graduating Student.** The Eastern Arizona College Faculty Association gives an award to an outstanding graduating student. GPA, extracurricular activities at the College, and community involvement help determine the winner who must be graduating in May.

**Keita James Smith Award.** Given by Mr. and Mrs. Keith E. Smith in memory of their son, Keita James Smith, a cash award is presented to a male student who is outstanding in science or technology.

**Music Awards.** Given to the four outstanding music students as chosen by the music instructors.

**Nat Hoopes Memorial Mayor's Trophy.** Given to the student with the highest GPA over four semesters of attendance at EAC, with a demonstrated record of leadership in school activities and satisfactory citizenship.

**Voice Magazine.** Prizes are awarded each year to outstanding poets and fiction writers whose work has appeared in the publication.

**Yellowhorse Award.** The Intertribal Club at EAC gives to the top sophomore Native American student and the top freshman Native American student this award based upon academic ability.

**The Women's Club of Safford.** Given annually to a Math/ Science major at the end of his or her sophomore year. A cumulative GPA of 3.0 is required.

**Other Awards.** Other awards are presented annually by various college departments acknowledging individual student achievement in a variety of academic disciplines.

## COUNSELING PROGRAMS

The goal of the counseling program of Eastern Arizona College is to assist each student to develop decision-making skills, provide opportunities for personal and career awareness, and to strengthen competencies in dealing with others. Problems of adjustment to the academic and social environment of college are not unusual and the counseling staff is prepared to help you with personal concerns as well as educational concerns.

You may earn college credit by enrolling in study skills/college survival classes and group counseling courses. For more information see the Counseling courses in the Course Descriptions section of this catalog. The Counseling Department also provides support programs for specific groups of students including Native American students and Reentry students.

## EVALUATION CENTER

The Evaluation Center administers a variety of testing services including: ACT COMPASS, ACT ASSET and ACCUPLACER placement testing, GED testing, the College Level Examination Program (CLEP), and Ability to Benefit testing. The Center can provide proctoring services for students taking online courses.

For further information, contact the Evaluation Center by phone at (928) 428-8491, or by FAX at (928) 428-2074.

## HEALTH SERVICES

All students are expected to provide their own health and accident insurance. When hospitalization or ambulance service is considered necessary, the College assumes no financial responsibility. Brochures describing health insurance programs for domestic and international students and dependents are available by request from the Student Life Office on the Thatcher Campus.

Although the College does not maintain health service facilities, students may use local emergency room and medical facilities. Serious illnesses or injuries occurring to nonresident students while on the Thatcher or Greenlee County Campuses are reported to the Dean of Students. Students residing in a residence hall are required to report any illnesses or injuries to the Residence Life Staff. Parents will be notified at once of any serious illness or injury.

College staff assigned to residence halls are concerned about student wellbeing and can help direct students to the appropriate medical services. However, they cannot take responsibility for providing sickbed services to students residing in the halls. The students and parents must arrange for such care.

## COMMUNICABLE DISEASE TRANSMISSION CONTROL

When College officials have probable cause to believe that a student has contracted a communicable disease which, through transmission, may present a significant injury/risk to other students, the student will be required to seek immediate medical attention

at personal expense, or be removed from all campus activities. Following medical attention, and upon the written recommendation from the attending physician, the chief student officer of a particular campus or center may require the student to be isolated. This isolation may include, but not be limited to, temporary removal of the student from a residence hall, campus employment, and classes. Individual cases will not be prejudiced; rather, decisions will be made based upon the recommendation of the attending physician and/or public health guidelines.

The College does not assume any responsibility for accomplishing the isolation of a student with an identified communicable disease that may present significant injury/risk to other students. It will be the responsibility of a student living in a residence hall to secure other accommodations should the District require isolation.

The College shall respect the right to privacy of any student who has a communicable disease that may present significant injury/risk to other students. The student's medical condition shall be disclosed only to the extent necessary to minimize the health risks to other students and District staff. The chief student officer of a particular campus or center shall determine who shall be made aware of the student's condition while at the same time taking steps to assure that the number of personnel made aware will be kept at the minimum needed to assure proper care of the student and to detect situations in which the potential for transmission of the disease may increase. Persons deemed to have a "direct need to know" will be provided with appropriate information; however, these persons shall not further disclose such information.

## SUBSTANCE ABUSE PREVENTION PROGRAM

Substance abuse prevention within the Eastern Arizona College community is the assigned responsibility of the Counseling Department. To this end, the Department, on an ongoing basis, assesses the nature and extent of substance abuse at Eastern Arizona College and tailors preventative measures to identified needs of the College. These measures include the dissemination of information, referrals to community support agencies and the sponsoring of counseling and workshop programs within which individuals can explore the extent of their own drug and/or alcohol dependency. This prevention program is available to all EAC students and staff.

## SERVICES FOR STUDENTS WITH DISABILITIES

Services and educational opportunities for students with disabilities are provided. Please contact the Assistant Dean of Counseling on the Thatcher Campus to inquire about procedures.

The Arizona Relay Service provides free telephone access 24 hours a day for the hearing or speech impaired. To access, please call 1-800-367-8939 and ask for Eastern Arizona College at (928) 428-8253.

## TUTORING

Students requiring extra assistance in their academic work are encouraged to contact their instructors, faculty advisor, or visit the Counseling Department to inquire about tutoring services. Depending on the availability of funds and qualified tutors, every effort will be made to arrange a tutoring program to meet your needs.

# student code of conduct

**THE COLLEGE HAS THE OBLIGATION** to determine the standards of conduct appropriate for those who become members of its student body. These standards apply to all and will be administered by the President and/or his designee who may take disciplinary action deemed appropriate for the violation committed. Students, who have rights and privileges as citizens, must keep in mind that admission to the College is a privileged status and involves special additional obligations to the college community. It also presumes that students, as members of the academic community, understand that due regard for law and the rights of others are always involved in the realm of liberty.

The rules of conduct specified below are not all-inclusive but are emphasized as being among those necessary for the security and well-being of students attending Eastern Arizona College and are among the circumstances which may lead to disciplinary action and possible dismissal.

- Conviction of a crime or continued misconduct of any type that is an infraction of the established laws of the town, county, state or nation.
- Possessing or using intoxicating liquors, narcotics or other illegal drugs.
- Stealing or in possession of stolen articles.
- Malicious destruction of property.
- Endangering or threatening the life or physical safety of others or self, including forcible or nonforcible sexual assault.
- Possession/use of any projectile weapon on campus.
- Failure to meet financial obligations to the College.
- Student conduct, on or off campus, prejudicial to the best interest of the College may be considered cause for disciplinary action or dismissal.

## GRIEVANCE PROCEDURE— NON-ACADEMIC STANDARDS

Students aggrieved by College actions of a non-academic nature shall have the opportunity for appeal. When a complaint about a non-academic action arises, with the exception of sexual harassment, the student shall subscribe to the following procedure to render the complaint legitimate. Complaints of sexual harassment should follow the procedure set forth in GCCCD Policy 4730.00 Sexual Harassment and described later in this section under "Sexual Discrimination/ Harassment Complaints." The student's right for grievance shall be forfeited if the complaint is not addressed through the Official Review Process-Non-Academic Standards. The Official Review Process – Non-Academic Standards may not be applicable when services are delivered under the provisions of a negotiated contract. The appeal process does not suspend any actions which are being grieved.

## DEFINITION OF TERMS

**Days:** Calendar days exclusive of weekends, semester breaks, and official holidays as identified in the College Catalog.

**Complainant:** Student complainant.

**Official:** College official(s) responsible for the program or action for which the student complainant has a grievance.

**Student Affairs Officer:** Campus official designated by the College President for oversight of student affairs.

**Judiciary Committee:** College committee charged with

responsibility to advise the College President on policies, standards, rules and regulations for non-academic standards; and to serve as an appeals committee for grievances involving non-academic standards.

**Non-Academic Standards:** All institutional actions exclusive of academic standards and discrimination as defined by federal or state laws.

## OFFICIAL REVIEW PROCESS

**Step 1.** The Complainant shall seek out, within five (5) days of the action, the Official so both parties may be afforded an opportunity to clarify facts and to reach a mutually acceptable solution.

**Step 2.** If Complainant satisfaction is not achieved in Step 1, the Complainant shall provide a written request identifying the problem and requesting a meeting with the Student Affairs Officer. Within five (5) days of receipt of the request, the Student Affairs Officer shall arrange for a meeting with the Complainant and attempt to mediate an acceptable solution.

**Step 3.** If Complainant satisfaction is not achieved in Step 2, the Complainant shall provide a written request for a hearing by the Judiciary Committee. The request shall articulate the complaint and shall be delivered to the Chairperson of the Judiciary Committee and Student Affairs Officer within five (5) days after receiving a recommended solution as provided in Step II. Within ten (10) days of receipt of the request for a hearing, but not less than three (3) days of receipt of the request, the Chairperson of the Judiciary Committee shall arrange for a hearing. The Complainant, the Student Affairs Officer and the Official shall be in attendance at the hearing. Within ten (10) days of the conclusion of the hearing, the Chairperson of the Judiciary Committee shall set forth a written document addressing findings of fact and the decision reached by the Committee. Copies shall be addressed to the Complainant, the Student Affairs Officer, the Official and the College President. Decisions made by the Judiciary Committee are binding.

## SEXUAL DISCRIMINATION/ HARASSMENT COMPLAINTS

It is the policy of Eastern Arizona College that there be no discrimination against any employee, applicant for employment, or student on the basis of sex. In keeping with this policy, the College prohibits sexual harassment by any of its employees, its students, or third parties against any other employee, applicant for employment, or student. The College considers sexual harassment to be a major offense that can result in the suspension or discharge of the offender.

Any unwelcome sexual advance, request for sexual favors, or other verbal or physical conduct of a sexual nature, constitutes sexual harassment when:

1. Submission to the conduct is made either an explicit or implicit condition of employment or academic standing;
2. Submission to or rejection of the conduct is used as the basis for an employment decision affecting an employee or applicant for employment; or used as the basis for an academic decision affecting a student; or
3. The harassment substantially interferes with an employee's work performance or creates an intimidating, hostile or offensive work environment; or interferes with a student's academic performance or creates an intimidating, hostile or offensive academic environment.

## BRINGING A COMPLAINT

Any employee, applicant for employment, or student who believes that he/she or another employee, applicant for employment, or student, (1) has been discriminated against on the basis of sex, or (2) has been sexually harassed, should promptly report the matter to any Dean (Assistant, Associate, etc.), the Provost, or Executive Vice President of the College. A College Dean, Provost, or Executive Vice President who receives a report of sexual harassment must present the allegations to the College President as soon as reasonably possible. The College President or personnel designated by the College President shall investigate complaints of sexual harassment. A complaint arising from a Graham County site may be reported to the Provost/Chief Academic and Student Officer at 928-428-8261, Student Services Building Room 219. A complaint arising from a Greenlee County site may be reported to Mike Crockett, Dean of Instruction, at (928) 428-8291, Student Services Building Room 216.

## RESOLUTION OF A COMPLAINT

The College is committed to investigating each complaint thoroughly and taking immediate and appropriate corrective action on all confirmed violations of this policy. In determining whether or not any particular alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the alleged incident(s) and the context in which the alleged incident(s) occurred will be reviewed and considered. The College prohibits reprisals by any of its employees or students against any complaining employee(s), student(s), or corroborating witness(es). Confidentiality will be maintained to the maximum extent reasonably possible.

## SEXUAL ASSAULT COMPLAINTS

A charge of sexual assault against a College student will be handled in a similar manner as described above in the Complaint of Sexual Harassment by the Provost/Chief Academic and Student Officer of the Thatcher Campus or Chief Officer for Greenlee County Eastern Arizona College sites. When a complainant of sexual assault gives information to the Officer that a sexual assault has taken place and accuses a College student of the offense, the Officer will have the discretion to suspend the accused student pending a hearing. When any necessary investigation is complete, the Officer will formally notify the accused student of the charges and will set a hearing date within 5 class days.

## GENERAL COLLEGE REGULATIONS REGARDING THE ILLEGAL USE OF A CONTROLLED SUBSTANCE

1. The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited on College property or as part of any of the College's activities. For purposes of this regulation a controlled substance shall include any of the following:

- a. An illegal drug
  - b. A legal drug used in excess of medically prescribed dosage
  - c. An alcoholic beverage
  - d. Any other mind-altering substance used in excess of medically prescribed dosage.
2. The conviction for the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance on College property or as part of any of its activities shall be cause for immediate suspension and shall result in one or more of the following conditions as considered appropriate by the College Office designated in charge of student affairs.
    - a. Termination of enrollment with the college; or
    - b. Requirement for the student to participate satisfactorily in a substance abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency; and/or
    - c. Other enrollment restrictions or stipulations as deemed in the best interest of the College and the student.
  3. Students shall receive each semester in the Class Schedule for careful consideration, information provided by the College detailing:
    - a. Standards of conduct related to the possession, use, or distribution of drugs and alcohol by students on our institution's property or as any part of our institution's activities, including sanctions imposed for violation of those standards as detailed above in "General College Regulations," paragraphs A and B;
    - b. A description of applicable legal sanctions under local, state, and federal law for unlawful possession, use, or distribution of illicit drugs and alcohol;
    - c. A description of the health risks associated with use of illicit drugs and the abuse of alcohol; and
    - d. A description of any drug and alcohol counseling treatment or rehabilitation or reentry programs that are available to students.

The College will conduct a biennial review of its "Program to Prevent Illicit Use of Drugs and Abuse of Alcohol by Employees and Students" to determine its effectiveness, implement needed changes, and ensure that disciplinary sanctions are consistently enforced.

Note: Federal law allows notification of parents or guardians when there is a violation of this policy or a student exhibits a pattern of illegal substance use.

## INTERFERENCE WITH OR DISRUPTION OF EDUCATION

Eastern Arizona College is dedicated to the concept of providing education to all those who can benefit therefrom. The College has a responsibility to maintain public order so that individual rights to benefit from its programs and facilities will not be impaired.

A person commits interference with or disruption of education at Eastern Arizona College by doing any of the following:

- For the purpose of causing, or in reckless disregard of causing, interference with or disruption of Eastern Arizona College, threatening to cause physical injury to any employee of Eastern Arizona College or any person attending Eastern Arizona College.
- For the purpose of causing, or in reckless disregard of causing, interference with or disruption of Eastern Arizona College, threatening to cause damage to Eastern Arizona College, the property of an Eastern Arizona College employee or any person attending Eastern Arizona College.
- Knowingly going on or remaining on the property of Eastern Arizona College for the purpose of interfering with or disrupting the lawful use of the property or in any manner as to deny or

- interfere with the lawful use of the property by others.
- Knowingly refusing to obey a lawful order given pursuant to A.R.S. § 13-2911 (C).
- Bringing onto campus, or possessing on campus any: (a) deadly weapon, (b) firearm (loaded or unloaded), (c) explosive, (d) nunchuaka, (e) breakable container containing flammable liquid with a flash point of 150 degrees Fahrenheit or less and has a wick or similar device capable of being ignited, or (f) any combination of parts or materials designed and intended for use in making or converting a device into any item set forth in subdivisions (c) or (e) of this paragraph. The provisions of this paragraph shall not apply to Police Officers, certified and commissioned in the State of Arizona, or to weapons, and/or chemicals possessed and used as part of a course of instruction at Eastern Arizona College, or for weapons used for lawful exhibition or demonstration approved by the College President or designee.

For purposes of this policy, “interference with or disruption of” includes causing an employee of Eastern Arizona College to take any action to protect Eastern Arizona College or the employees, students or property of Eastern Arizona College.

Campus Police shall have the primary charge to maintain public order and the peaceful conduct of education upon all College property, assisted, when appropriate, by local law enforcement personnel.

Penalties for interference with or disruption of education upon College property shall include all appropriate legal remedies including, but not limited to: (a) the criminal penalties specified by A.R.S. § 13-2911, (b) the offender being required to leave College property, and (c) in the case of a student, faculty member or other staff violator, suspension, expulsion, or other appropriate disciplinary action. In addition, any deadly weapon, dangerous instrument, or explosive that is used, displayed or possessed by a person in violation of this policy shall be forfeited or otherwise disposed in accord with A.R.S. § 13-2911 (D).

## ACADEMIC INTEGRITY

Academic integrity is a vital part of the culture of all successful institutions of higher learning. The value of the degrees, certificates, and coursework offered by Eastern Arizona College greatly depends, now and in the future, on its reputation as an institution dedicated to academic honesty. This Academic Integrity Policy provides guidance in helping students and faculty understand the meaning and importance of academic integrity; defines academic dishonesty; and outlines the procedures for handling infractions of academic integrity. No provision or section of this policy shall be construed as infringing upon the academic freedom of any member of the EAC community to pursue and participate in any academic endeavor ordinarily considered appropriate. Each member of the EAC community is charged with honoring and upholding the policies and procedures governing academic integrity as set forth below.

## DEFINITION OF TERMS

As used in this policy:

**Academic evaluation** refers to any assignment, project, test, essay, quiz, performance, or other task or instrument by which students demonstrate mastery of course content, thus earning credit toward a class grade.

**Academic integrity** means honesty and responsibility associated with study, learning, and scholarship.

**Academic misconduct** means any act contrary to Academic Integrity, such as cheating, plagiarism, and earning grades dishonestly.

**Academic standards** are the rules and principles by which grades, student conduct, professional educator conduct, and class materials are evaluated.

**Admissions and Academic Standards Appeals Committee** serves as the appeals committee for grievances concerning academic standards; compiles and considers reports on the nature and frequency of academic misconduct; hears charges and evidence of repeated or particularly serious academic misconduct; and imposes sanctions when such types of academic misconduct is determined to have occurred.

**College** means any and all Graham County Community College District (GCCCD) locations to which Eastern Arizona College delivers instructional services to students enrolled for credit.

**Dean** is the administrator who, under the direction of the Provost/Chief Academic and Student Officer, supervises several academic divisions and other specified college areas.

**District** refers to the Graham County Community College District.

**Division Chair** is the person who immediately supervises professional educators in the departments comprising a division and other programs relevant to the division function.

**Judiciary Committee** serves as the appeals committee for grievances involving non-academic standards, hears charges and considers evidence of academic misconduct in the most serious cases, and imposes sanctions when academic misconduct is determined in those cases.

**Plagiarism** is the use of another person’s words, materials, work, and ideas; and adoption of an actual document, including a document available electronically, without properly acknowledging and documenting the source.

**Professional educator** is employed by the College as the instructor of record, contributing/substitute instructor of record, proctor, GCCCD staff or employee responsible for delivering instructional services and or resources to students.

**Student** means a person who is registered in a College course.

## STUDENT RESPONSIBILITIES

Students are responsible for understanding the College’s policy regarding academic integrity and academic misconduct as well as the sanctions that may be imposed as a result of academic misconduct. Students are also responsible for understanding their appeal rights associated with findings of any policy violation.

Students shall practice the provisions of the College’s Code of Academic Integrity and uphold integrity in their academic pursuits.

## CODE OF ACADEMIC INTEGRITY

Students at Eastern Arizona College are expected to:

- Conduct themselves in accordance with principles of academic integrity
- Behave so as to foster an atmosphere of honesty and fairness
- Avoid plagiarism and other forms of academic misconduct
- Give truthful information to any College professional educator or to any other College employee regarding issues concerning academic integrity or academic misconduct, or suspected academic misconduct
- Not alter, misuse, or forge any College document, record, or instrument of identification.

Students are not excused from these provisions because of any failure or inability on the part of the professional educator to prevent other instances of academic misconduct.

## ACADEMIC MISCONDUCT

Academic misconduct includes any act that improperly affects the evaluation of a student's academic performance or achievement, or any act designed to deceive a professional educator. Specific infractions include, but are not limited to, the following:

1. **Cheating on Examinations:** Cheating includes the use of crib sheets, "cheat sheets," or discarded computer programs; aid from other persons; copying from another student's work; and soliciting and giving or receiving unauthorized aid orally, electronically, or in writing. The student will not consult books, notes, calculators, or other materials of any kind during an examination or assignment without the express permission of the instructor. If calculators, spellers, or other hand-held electronic devices are permitted to be used during an examination or assignment, no information may be programmed into or retrieved from the device other than that expressly permitted by the instructor.
2. **Inappropriate Collaboration:** Permission from an instructor for students to "work together" on homework, an assignment, or paper is not permission for one student to present another student's work as his or her own. Unless the professional educator specifies otherwise, all work submitted for a grade or credit toward completion of a course will be the product of the student's own understanding, expressed in the student's own words, calculations, computer code, etc. One form of inappropriate collaboration involves having another person significantly alter either the content or grammar of the student's written work. A student may seek feedback from another student or individual concerning a document's content, grammar, and spelling, but to avoid this type of inappropriate collaboration, the student must fix problems himself or herself.
3. **Submitting the Same Assignment for Different Classes:** Submitting the same assignment for a second class violates the assumption that every assignment advances a student's learning and growth. Unless instructors of both classes involved expressly allow it, submitting an assignment already submitted for another class is a breach of academic integrity.
4. **Intentional Misrepresentation:** Misrepresentation occurs when a student claims that source materials contain information or phrasing that they do not. In addition, misrepresentation occurs when a student omits or inserts words, changes words, misquotes, or takes correctly quoted phrases out of context. If this is done with the intent to deceive a professional educator in any academic evaluation, the student has committed a breach of academic integrity.
5. **Plagiarism:** Plagiarism means presenting someone else's ideas or words as one's own. Plagiarism may involve some degree of intent or may be the result of carelessness or ignorance of acceptable forms for citation. Not knowing how or when to cite a source does not excuse an act of plagiarism. Each of the four kinds of plagiarism below is a breach of academic integrity.
  - Copying without citation, the most serious form of plagiarism, involves copying part or all of a paper from the Internet, from a book or magazine, or from another source without indicating that the work is someone else's. To avoid this form of plagiarism, quoted material must be placed in quotation marks and one of the standard forms of documentation (APA, MLA, etc.) must be used to indicate where the material came from.
  - Copying from an external source and citing the source but failing to show (by the use of quotation marks, for example) that the material is a direct quotation is another form of plagiarism. Simply documenting the source does not indicate that the words themselves are someone else's. Avoiding this

form of plagiarism involves putting all quoted material in quotation marks or using the format designated by APA, MLA, etc. to indicate quoted material.

- Incorrect paraphrasing is another form of plagiarism. Paraphrasing involves putting a lengthy phrase, sentence, or group of sentences written by another into one's own words, thereby making it significantly different from the original. Changing a few words, or rearranging words, is not proper paraphrasing, and though the source is cited (as is always required with paraphrased material), wording remains substantially that of another and cannot rightfully be represented as original. Avoiding this form of plagiarism involves either making the material a direct quote by using quotation marks and citing the source, or paraphrasing properly by substantially changing the original to new words; again, making sure to cite the source.
  - Presenting arguments, lines of reasoning, or facts learned from someone else without citing the source, even if the material is paraphrased, is another form of plagiarism. The source must be properly cited.
6. **Improper Influence:** Attempting to influence a grade or to receive any other academic benefit not earned through the normal exercise of academic effort by offering anything of value, including the performance of services, to a professional educator, College employee, other College student, or any other person, is academic misconduct.

## PROCEDURES, SANCTIONS AND APPEALS THE PROFESSIONAL EDUCATOR

The College respects and accepts the professional educator's qualifications and rights to determine academic standards. The professional educator is accountable for establishing and maintaining appropriate academic standards for coursework and for informing students of any special rules or practices for a particular class.

When a professional educator becomes aware of a possible violation of academic integrity by one of his or her students, a confidential conference between the professional educator and the student should be held to discuss the perceived violation and its consequences. If, following the conversation, the professional educator is satisfied that a violation has occurred, he or she may determine that one or more of the following consequences are appropriate and impose such penalty:

- Issuing a verbal or written reprimand
- Requiring that the academic project or examination in question be repeated
- Assigning the academic project or examination in question a reduced grade
- Requiring that the academic project or examination in question be repeated for a reduced grade
- Assigning the academic project or examination in question a failing grade
- Assigning a reduced grade in the course
- Assigning a failing grade in the course
- Initiating the student's involuntary withdrawal from the course

The professional educator will resolve most violations in the above manner.

The professional educator will report each violation and its disposition to the division chair within five business days of the occurrence; the chair will report to the appropriate dean, who in turn will report it to the Admissions and Academic Standards Appeals Committee. If the professional educator feels that the violation in question was especially serious or repeated, he or she may recommend that additional penalties be imposed.

## THE ADMISSIONS AND ACADEMIC STANDARDS APPEALS COMMITTEE

The Admissions and Academic Standards Appeals Committee will be notified of all acts of academic misconduct. Such reports will be noted in the agenda and minutes of committee meetings. The committee may report the incidence and nature of these violations to the faculty and administration at appropriate intervals.

When, in the opinion of the committee, evidence of repeated or especially serious offenses exists, or upon the recommendation of the professional educator involved, the Admissions and Academic Standards Appeals Committee will consider the case and may decide to impose one or more of the following additional penalties against a violator:

- Placing a written reprimand in the student's permanent file
- Restricting the student's access to certain college resources
- Requiring the student to complete an academic integrity education program
- Placing the student on academic probation
- If the Admissions and Academic Standards Appeals Committee concludes that the violation is so serious as to possibly warrant the student's exclusion from extracurricular college activities, or suspension or dismissal from the College, it will make that recommendation to the Judiciary Committee.

## THE JUDICIARY COMMITTEE

The Judiciary Committee will resolve the most serious acts of academic misconduct. Only the Judiciary Committee has authority to suspend or expel a student from the College for academic misconduct.

After receiving recommendation from the Admissions and Academic Standards Appeals Committee that a violation of academic integrity may warrant the student's dismissal from the college, the Judiciary Committee will consider the evidence and render a decision which shall be binding, subject only to student appeals as otherwise provided.

The Judiciary Committee may impose additional penalties against a violator, which may include:

- Censure and exclusion from extracurricular college activities, including student government, athletics, performances, or other activities of the college community
- Suspension for a specified period of time
- Expulsion from the College without expectation of readmission

## A STUDENT'S RIGHT TO APPEAL

A student may appeal any decision to impose discipline as a result of academic misconduct through the established Grievance Procedure and Official Review Process for Academic Standards (GCCCD 5810.02).

# academic regulations

## ACADEMIC GOOD STANDING

**Academic Probation.** If an enrolled student's cumulative Grade Point Average (GPA) in either the fall or spring semester falls below the following levels in relation to the student's total credits used in the calculation of the Grade Point Average, the student will be placed on academic probation. In the subsequent fall or spring semester the student will be allowed to register for no more than sixteen (16) credits.

Credit Hours	Minimum Grade Point Average Required
12-15	1.60
16-30	1.75
31-45	1.90
46+	2.00

**Extended Academic Probation.** At the end of the academic probation semester if the student fails to raise his/her GPA to the minimum GPA requirement specified above, the student will be placed on extended academic probation. While on extended academic probation the student will be limited to seven (7) credit hours in subsequent semesters and summer sessions until such time as the student meets the appropriate standard.

**Appeal of Academic Probation or Extended Academic Probation.** If a student believes he/she was placed on academic probation or extended academic probation as a result of extenuating circumstances, the student may petition the Admissions and Academic Standards Appeals Committee for an exception.

## ATTENDANCE

You are expected to attend all class meetings and laboratory sessions for which you are registered. Instructors will advise you in writing of class policies governing absences, punctuality, make-up assignments, and exams at the beginning of each term.

## ABSENCES

Absences accumulate beginning with the first day of class.

**Official Absences.** Absences from class due to authorized participation in College sponsored activities will be considered as official absences. There will be no institutionally sanctioned penalty associated with official absences. Designation of official absences will be made through the Provost/Chief Academic and Student Officer.

**Unofficial Absences.** Absences other than official absences will be considered as unofficial absences. Instructors are authorized to withdraw a student from class for excessive unofficial absences.

## MAKE-UP ASSIGNMENTS AND EXAMS

It is your responsibility to make up any assignments or exams missed because of either an official or unofficial absence. Arrangements for make-up assignments or exams must be made with the individual instructor prior to the absence. At the discretion of the instructor, you may be denied the opportunity to make up assignments or exams missed because of an unofficial absence. Make-up assignments or exams for official absences shall not be punitive in nature.

## PUNCTUALITY

You are expected to be prompt in attending each of your classes. Instructors are authorized to take appropriate actions, including withdrawing you from class, because of excessive tardiness.

## THE CREDIT SYSTEM

Credit is given by means of a semester credit system which assigns each course a certain number of credits. A credit usually represents three hours of work each week in a 16-week semester; it may stand for an hour of classroom work and two hours of preparation, for three hours of laboratory work, or for some other combination as the particular course may demand.

## AWARDING TRANSFER CREDIT

To apply credit earned at another accredited institution of higher education towards your EAC Degree, you must have each of your former colleges send an official college transcript directly to EAC's Records and Registration Office. If you are applying for transfer credit earned at an out-of-state college you must also furnish the Records and Registration Office with a copy of the catalog in effect at the time the course work was taken.

You may receive transfer credits for courses taken at another accredited higher education institution in which you received a grade of "C" or better. When the transfer courses are determined to be equivalent or very similar to EAC courses, you will receive credit for the equivalent EAC courses. Courses that are determined to not be equivalent or similar to EAC courses will transfer as elective credit. In unusual circumstances, you may petition the Admissions and Academic Standards Appeals Committee for credit for transfer courses in which a grade of "D" was received.

Courses taken from another institution while you are academically suspended from EAC will not be accepted by EAC.

Accredited higher education institutions are those that are fully accredited by New England Association of Schools and Colleges, Middle States Association of Colleges and Schools, North Central Association of Colleges and Schools, Northwest Association of Schools and Colleges, Southern Association of Colleges and Schools, and/or the Western Association of Schools and Colleges.

Transfer credit from non-accredited postsecondary institutions may also be accepted if such credits represent equivalent or higher level work at Eastern Arizona College.

Prerequisite courses taken over ten years ago may not prepare you well for the subsequent course due to changes in the body of knowledge in the field being studied.

## NATIONAL STANDARDIZED EXAMINATIONS

You may be awarded college credit for satisfactory scores on national standardized examinations listed in the American Council on Education's "A Guide to Educational Credit by Examination, 4th Edition," or its successor.

CLEP is an example of such an examination. The College's Evaluation Center administers the CLEP. There is a fee for the CLEP exam. If you intend to transfer to another college or university you are cautioned that policies governing the awarding of CLEP credit vary from institution to institution. In all cases, scores earned for CLEP examinations will have to be submitted separately to each institution at which credit is being sought.

Credit for CLEP scores earned after July 1, 2005. You may be awarded EAC credit through CLEP scores earned after July 1, 2005 if you scored 50 or above on the subject exams.

## COMPOSITION AND LITERATURE

<b>CLEP Subject Examination with a score of 50 or more:</b>	<b>Equivalent EAC Courses</b>	<b>Credit Granted</b>
American Literature	ENG 241, 242	6
Analyzing and Interpreting Literature	ENG 218	3
English Composition with Essay	ENG 101*	3
English Literature (without essay)	ENG 221, 222	6
Humanities	Humanities Electives	6

\*Score of 60 required for English 101.

## SCIENCE AND MATHEMATICS

<b>CLEP Subject Examination with a score of 50 or more:</b>	<b>Equivalent EAC Courses</b>	<b>Credit Granted</b>
Algebra	MAT 154	4
Biology	BIO 181, 182	8
Chemistry	CHM 151, 152	8
Calculus with Elementary Functions	MAT 210	5
College Mathematics	MAT 140	3
Natural Sciences	Non-lab sciences electives	6
Precalculus	MAT 187	5
Trigonometry	MAT 181	3

## HISTORY AND SOCIAL SCIENCES

<b>CLEP Subject Examination with a score of 50 or more:</b>	<b>Equivalent EAC Courses</b>	<b>Credit Granted</b>
American Government	POS 110	3
Introduction to the History of the United States I: Early Colonization to 1877	HIS 101	3
History of the United States II: 1865 to the Present	HIS 102	3
Child Growth and Development	ECE 171 / PSY 171	3
Macroeconomics, Principles of	BUA 221	3
Microeconomics, Principles of	BUA 223	3
Psychology, Introductory	PSY 101	3
Social Sciences and History	Social Sciences Elective	6
Sociology, Introductory	SOC 101	3
Western Civilization I: Ancient Near East to 1648	HIS 104	3
Western Civilization II: 1648 to the Present	HIS 105	3

## BUSINESS

<b>CLEP Subject Examination with a score of 50 or more:</b>	<b>Equivalent EAC Courses</b>	<b>Credit Granted</b>
Accounting, Principles of	BUA 233	4
Business Law, Introductory	BUA 245	3
Information Systems and Computer Applications	CMP 103	3
Marketing, Principles of	SBM 111	3

## LANGUAGES

The preferred method of demonstrating language proficiency in Spanish, French and German at EAC is by enrolling in the College's competency based courses in one of those languages at the appropriate level, rather than attempting a CLEP or other exam. Once proficiency has been demonstrated, EAC will place the credits earned on your transcript making them fully transferable.

Should you wish to obtain EAC language credit through CLEP, the following standards will apply. Students who are awarded EAC language credit through CLEP and who wish to transfer this credit

as evidence of language proficiency, may also be required by the receiving institution to pass an oral examination.

Examination	Score Range Required	Course	Credits
French Language	50-54	FRE 101	4
French Language	55-61	FRE 101, 102	8
French Language	62-65	FRE 101, 102, 201	12
French Language	66-80	FRE 101, 102, 201, 202	16
German Language	39-45	GER 101	4
German Language	46-50	GER 101, 102	8
German Language	51-59	GER 101, 102, 201	12
German Language	60-80	GER 101, 102, 201, 202	16
Spanish Language	50-54	SPA 101	4
Spanish Language	55-65	SPA 101, 102	8
Spanish Language	66-67	SPA 101, 102, 201	12
Spanish Language	68-80	SPA 101, 102, 201, 202	16

## COMPETENCY BASED CREDIT

The College offers open entry/open exit courses in which student success and course completion is based on mastery of specified competencies. Such courses are laboratory intensive, and are characterized by students entering and completing within various time frames. Open entry/open exit courses are not tied to minute:credit ratios. Credits are awarded upon the achievement of clearly defined and measurable course competencies.

## CREDIT BY ARTICULATION WITH SECONDARY SCHOOLS

High school students participating in a secondary program articulated with Eastern Arizona College will receive college credit according to the terms of the articulation agreement with the specific secondary school. Credits earned via articulated secondary programs may not be transferable, depending on the policies of the receiving institution.

## CREDIT BY DEPARTMENTAL EXAMINATION

If you have acquired college level knowledge or skill through work or life experiences for which you have not received college credit you may petition the Admissions and Academic Standards Appeals Committee to earn college credit by taking an EAC Departmental Exam provided you are not currently enrolled in that course nor seeking credit for a lower level course after successfully completing a higher level course. This petition may be obtained through EAC's Records and Registration Office or online through your Gila Hank Online account. Upon approval of your petition, a comprehensive written and/or performance examination (not the course final exam) relating experience to course content will be administered by an instructor designated by the Provost/Chief Academic and Student Officer. The examination will be documented by filing results in EAC's Records and Registration Office. If proper test administrators are not available at the time of your request, you must wait until the test administrator is available. Permission to take such an exam is limited to subject areas offered by Eastern Arizona College in which competency can be measured satisfactorily by a written or performance test. A course may be challenged only one time. Credit awarded on this basis will be recorded on an official transcript only upon completion of 16 credit hours at Eastern Arizona College and will be shown on the transcript as "credit by departmental examination." A credit by examination fee will be charged for the examination (see catalog, section "Other Fees"). Upon transfer, acceptance of credit awarded by means of departmental exam may be treated differently by the receiving institution.

## CREDIT FOR ADVANCED PLACEMENT

Testing and evaluation for Advanced Placement will be uniform throughout the District and shall be applied uniformly by divisions and individual instructors.

The following list shows the EAC credit awarded for specific advanced placement examinations.

**American History.** An AP Exam score of 4 or 5 earns credit for EAC courses HIS 101 and 102, a total of 6 credits. A score of 1, 2 or 3 earns no credit.

**Art (History).** An AP Exam score of 3, 4 or 5 earns credit for EAC course ART 134, for 3 credits. A score of 1 or 2 earns no credit.

**Art (Studio).** With an AP Exam score of 3, 4 or 5, the Art Department will evaluate your portfolio for possible credit. A score of 1 or 2 earns no credit.

**Biology.** An AP Exam score of 4 or 5 earns credit for EAC courses BIO 181 and 182, a total of 8 credits. A score of 3 earns credit for BIO 100, for 4 credits. A score of 1 or 2 earns no credit.

**Calculus AB.** An AP Exam score of 3, 4 or 5 earns credit for EAC course MAT 220, for 5 credits. A score of 1 or 2 earns no credit.

**Calculus BC.** An AP Exam score of 4 or 5 earns credit for EAC courses MAT 220 and 230, a total of 9 credits. An AP Exam score of 3 earns credit for EAC course MAT 220, for 5 credits. A score of 1 or 2 earns no credit.

**Chemistry.** An AP Exam score of 4 or 5 earns credit for EAC courses CHM 151 and 152, a total of 8 credits. A score of 3 earns credit for CHM 151, for 4 credits. A score of 1 or 2 earns no credit.

**English Literature/Composition.** An AP Exam score of 4 or 5 earns credit for EAC course ENG 101, for 3 credits. A score of 1, 2 or 3 earns no credit.

**English Language/Composition.** An AP Exam score of 4 or 5 earns credit for EAC course ENG 101 for 3 credits. A score of 1, 2 or 3 earns no credit.

**European History.** An AP Exam score of 4 or 5 earns credit for EAC courses HIS 104 and 105, a total of 6 credits. A score of 1, 2 or 3 earns no credit.

**French Language.** An AP Exam score of 3, 4 or 5 earns credit for EAC courses FRE 101, 102, 201 and 202, a total of 16 credits. A score of 1 or 2 earns no credit.

**German Language.** An AP Exam score of 3, 4 or 5 earns credit for EAC courses GER 101, 102, 201 and 202, a total of 16 credits. A score of 2 earns credit for GER 101 and 102, a total of 8 credits. A score of 1 earns no credit.

**Music Literature.** An AP Exam score of 3, 4 or 5 earns credit for EAC course MUS 101, for 3 credits. A score of 1 or 2 earns no credit.

**Political Science: American Government and Politics.** An AP Exam score of 4 or 5 earns credit for EAC course POS 110, for 3 credits. A score of 1, 2 or 3 earns no credit.

**Spanish Language.** An AP Exam score of 3, 4 or 5 earns credit for EAC courses SPA 101, 102, 201 and 202, a total of 16 credits. A score of 1 or 2 earns no credit.

**Statistics.** An AP Exam score of 3, 4 or 5 earns credit for EAC course MAT 160, for 3 credits.

## CREDIT FOR APPRENTICESHIP TRAINING, LICENSING, OR OTHER AGENCY TRAINING OR EXAMINATION

If you hold a valid and current license or accreditation for a specific skill or trade which included passing an exam by a state or nationally recognized Board and have been actively practicing that skill within the last five years, you may petition the Admissions and Academic Standards Appeals Committee for college credit in subject areas offered by EAC. You must supply the name and address of the accrediting Board, trade school, or agency to EAC's Records and Registration Office.

Upon request by EAC's Records and Registration Office, the place of prior accreditation must be willing to supply information about examination competencies. If this information is adequate for evaluation, the Admissions and Academic Standards Appeals Committee, in consultation with the Division in which courses are listed, will determine the specific courses for which credit will be given on the official transcript.

Transcript wording will be "Credit by departmental evaluation." If there is a question about awarding of credit under these conditions, you will be given the opportunity to earn the credits in question by examination as described under the Credit By Examination section. Credit earned by apprenticeship training, licensing, or other agency training or examination may not be transferable.

## CREDIT FOR MILITARY TRAINING

"The 2006 Guide to the Evaluation of Educational Experiences in the Armed Services" or its successor, published by the American Council of Education, is used as the basis for evaluating training and experience in the armed forces. A student may receive college credit if the armed services training parallels a curriculum area offered at Eastern Arizona College, and the credit meets a program requirement, or is used as elective credit. Credit awarded on this basis will be recorded on an official transcript only upon completion of at least 16 credit hours in courses at Eastern Arizona College and will be shown on the transcript as "military credit awarded by evaluation." Upon transfer, acceptance of credit awarded for military service may be treated differently by the receiving institution.

## CREDIT BY EVALUATION

The "National Guide to Educational Credit for Training Programs," or its successor, published by the American Council on Education is used as the basis for evaluating training and experience in non-collegiate sponsored training programs. A student may receive Eastern Arizona College credit if the non-college training program parallels a curriculum area offered at EAC and the credit meets a program requirement or is used as elective credit. Credit awarded on this basis will be recorded on an official transcript only upon completion of at least 16 credit hours in courses at Eastern Arizona College and will be shown on the transcript as "credit awarded by evaluation." Upon transfer, acceptance of credit awarded by evaluation may be treated differently by the receiving institution.

## GRADING

Each course in which you are enrolled at the close of registration for that course will be awarded one of the following grades:

Letters	Grades	Grade Points
A	Excellent	4 grade points per semester credit
B	Good	3 grade points per semester credit
C	Competent	2 grade points per semester credit
D	Passing— not transferable	1 grade point per semester credit— not transferable and may not meet graduation requirements
F	Failing	0 grade points per semester credit
I	Incomplete	not computed in GPA
P	Credit only	not computed in GPA. A "P" is judged to be equivalent to a grade of "C" or higher
W	Withdrew	not computed in GPA
X	Audit	not computed in GPA
Y	Grade not reported by instructor	not computed in GPA

Grade point averages are computed by multiplying the grade points earned by the corresponding credit and dividing the sum of those products by the total credit attempted.

## GRADE OF INCOMPLETE "I"

The grade of Incomplete (I) may be given for reasons acceptable to the instructor if you do not complete the objectives of the course during enrollment. Incompletes may be changed to grades when, upon contract with instructors, the objectives of the courses involved are completed at a passing level. You are solely responsible for making arrangements with instructors to complete course requirements. The course must be completed and a grade recorded by the end of the next regular semester following the Incomplete, or a grade of "F" will be recorded for the course.

## GRADE OF PASS "P"

If you are in a transfer program it is recommended that you limit the number of credits in which you receive "P" grades to no more than six. Excessive "P" grades may prevent you from being admitted to the university program of your choice. "P" grades are not calculated in your GPA. "P" grades changed by petition are equivalent to "C" grades.

## GRADE OF WITHDRAWAL "W"

You may obtain the grade of Withdrew (W) by officially withdrawing from the class. Ceasing to attend the class does not constitute withdrawal.

## GRADE OF AUDIT "X"

The grade of Audit (X) is given to students who officially enroll in a course as an auditor to obtain course information and do not wish to earn college credit. When auditing, you pay the regular tuition and fee charges in addition to the audit fee as specified in the fee schedule.

## GRADES FOR REPEATED COURSES

You may repeat a course previously taken at Eastern Arizona College in order to improve your grade or to update your knowledge of the course material. When a course is repeated, credit may be counted only once for graduation and only the higher grade will be used for computation of the grade point average; however, all grades will appear on your transcript. Veterans cannot claim benefits for

repeated courses unless the veteran received a grade of "F" and the course is needed for graduation.

## GRADE REPORTING SYSTEM

You will be mailed a printed copy of your grade report upon written or verbal request to the Records and Registration Office.

## GRADE CHANGES

Grade changes can be made only by instructors with the approval of the Provost/Chief Academic and Student Officer, with the exception of clerical errors made and corrected by the Records and Registration Office. If an instructor is not available, petitions for grade changes will be considered by the Admissions and Academic Standards Appeals Committee.

An appeal for a grade change will not be considered unless a petition for same is filed with the Records and Registration Office within six (6) months of the close of the semester in which the grade was received.

## GRIEVANCE PROCEDURE—ACADEMIC STANDARDS

Students aggrieved by College actions of an academic nature shall have the opportunity for appeal.

The professional educator's qualifications and rights to determine academic standards are respected and accepted. The professional educator shall be accountable for establishing and maintaining appropriate academic standards for coursework.

When a complaint about academic standards arises, with the exception of sexual harassment, the student shall subscribe to the following procedure to render the complaint legitimate. Complaints of sexual harassment should follow the procedure described in GCCCD 4730.00 Sexual Harassment. The student's right for grievance shall be forfeited if the complaint is not addressed through the Official Review Process - Academic Standards. The Official Review Process - Academic Standards may not be applicable when services are delivered under the provisions of a negotiated contract. The appeal process does not suspend any actions which are being grieved.

## DEFINITION OF TERMS

**Days:** Calendar days exclusive of official holidays as identified in the College Catalog.

**Complainant:** Student complainant.

**Professional Educator:** College professional educator(s) responsible for the program or action for which the student complainant has a grievance.

**Academic Affairs Officer:** Campus official designated by the College President for oversight of academic affairs.

### Admissions and Academic Standards Appeals

**Committee:** College committee charged with responsibility to advise the College President on policies, standards, rules and regulations for academic standards and student admission; and to serve as an appeals committee for grievances concerning academic standards.

**Academic Standard:** All actions relating to grades, grading standards, professional educator conduct, materials presented in a classroom by the professional educator or adjunct, and professional educator discrimination against a student exclusive of discrimination as defined by federal or state laws.

## OFFICIAL REVIEW PROCESS—ACADEMIC STANDARDS

**Step 1.** The Complainant shall seek out, within five (5) days of the action, the Professional Educator so both parties may be afforded an opportunity to clarify facts and to reach a mutually acceptable solution.

**Step 2.** If Complainant satisfaction is not achieved in Step 1, the Complainant shall provide a written request for a meeting to the Division Chairperson responsible for oversight of the standards employed by the Professional Educator. Within five (5) days of receipt of the request the Division Chairperson shall arrange for a meeting to include the following individuals: the Division Chairperson, the Professional Educator, and the Complainant. The Division Chairperson shall attempt to mediate an acceptable solution.

**Step 3.** If Complainant satisfaction is not achieved in Step 2, the Complainant shall provide a written request for a hearing by the Admissions and Academic Standards Appeals Committee. The request shall articulate the complaint and shall be delivered to the Academic Affairs Officer within five (5) days after receiving a recommended solution as provided in Step 2. Within ten (10) days of receipt of the request, but not less than three (3) days of receipt of request, the Chairperson of the Admissions and Academic Standards Appeals Committee shall arrange for a hearing. The Complainant, the Professional Educator and the Division Chairperson shall be in attendance at the hearing. Within ten (10) days of the conclusion of the hearing, the Chairperson of the Admissions and Academic Standards Appeals Committee shall set forth a written document addressing finding of fact and the decision reached by the Committee. Copies shall be addressed to the Complainant, the Professional Educator, the Division Chairperson, and the College President. Decisions made by the Admissions and Academic Standards Appeal Committee are binding.

## HONORS

**President's List:** The President's List will, upon completion of each semester, include those full-time students who:

- Are enrolled in a curriculum listed in a College Academic Catalog leading to a degree offered by Eastern Arizona College,
- Complete during the semester a minimum of 12 credits at the 100 level or higher for which a grade other than an "I" (Incomplete) or "P" (Pass) grade was earned, and
- Received a 4.000 semester grade point average.

**Dean's List:** The Dean's List will, upon completion of each semester, include those full-time students who:

- Are enrolled in a curriculum listed in a College Academic Catalog leading to a degree offered by Eastern Arizona College,
- Complete during the semester a minimum of 12 credits at the 100 level or higher for which a grade other than an "I" (Incomplete) or "P" (Pass) grade was earned, and
- Received a 3.500 through 3.999 semester grade point average.

## OFFICIAL NOTIFICATIONS

At initial enrollment all students receive an Eastern Arizona College MonsterMail account. This email account is free of charge and is the official notification channel for all EAC correspondence to the students. Correspondence sent to this address will be deemed official and adequate notification to you regarding the contents of such correspondence.

## REGISTRATION

The act of enrolling in courses at the College indicates you agree to be subject to all the requirements, policies, and regulations in the College Catalog, Schedule of Classes and Student Handbook, and agree to establish a permanent college academic record. You further acknowledge that in order to be admitted to other colleges or universities you may be required to send this academic record to those institutions. Your enrollment also certifies your understanding that the content of EAC courses are designed for adult students and if you are a younger student you may feel constrained from participating in class discussions due to the maturity and age of other students in addition to the subject matter being discussed. Contact the Records and Registration Office at (928) 428-8270 or 1-800-678-3808, Ext. 8270 for details.

## COURSE OVERLOAD

The typical academic load varies from 15 to 18 credit (semester) hours. Students carrying a minimum of 12 credit hours are considered full-time students for financial aid, residency, and scholarship purposes.

You are allowed to register for an “overload”—defined as more than 18 credit hours of Regular Semester courses other than those designated as Open Entry/Open Exit or Short Term courses less than a semester in length—contingent upon the following criteria. For purposes of overload consideration, Activity/Personal Enrichment Courses are not included in the number of credits to be examined.

- You may enroll for an overload of up to 22 credit hours if you have completed a minimum of 12 credits at Eastern Arizona College with a cumulative GPA of 2.75 or higher.
- If you have not completed, but are currently enrolled in, a minimum of 12 credits at Eastern Arizona College, you must petition to enroll for an overload of up to 22 credits for the subsequent semester contingent upon completion of your courses currently in progress with a GPA of 2.75 or better. At the end of the semester, if the cumulative GPA for the courses in progress is less than 2.75, you will be administratively withdrawn from the course(s) requested in your petition. You may also be subject to other points of enforcement surrounding academic standards.
- If you have completed at least 12 credits at Eastern Arizona College with a cumulative GPA of 2.25 through 2.7499, you must petition the Admissions and Academic Standards Committee for approval to register for an overload.
- If your cumulative GPA is less than 2.25, you will not be considered for an overload unless evidence is provided showing that impending graduation requirements cannot otherwise be met.
- If you are a first-time student or first-semester transfer student to Eastern Arizona College, you must petition the Admissions and Academic Standards Committee for an overload of up to 22 credits. An official transcript from either the high school or transfer institution must be on file in the Records and Registration Office.

If you want to enroll in more than 22 credits for a regular semester, you must petition the Admissions and Academic Standards Committee for additional overload consideration.

## TRANSCRIPTS

A fee of \$3, payable in advance, will be charged for each transcript and if EAC is requested to fax any transcript, there will be an additional \$2 charge.

Eastern Arizona College reserves the right to withhold transcripts from students who are in debt to the College. A student whose transcript is being withheld has the right to discuss the matter

with EAC personnel who are empowered to resolve any dispute concerning indebtedness to the College.

If you desire to transfer to another institution of higher education, you should request that the Records and Registration Office send your transcript directly to the institution you expect to enter. Also, you may request that the Records and Registration Office mail a transcript directly to a prospective employer.

## WITHDRAWAL FROM A COURSE

You are responsible for initiating and completing official withdrawals from classes from which you wish to withdraw through the Records and Registration Office or over the Internet using Gila Hank Online. Withdrawal before the end of the registration period will result in the course not showing on your transcript. This is known as “Withdrawal Without Record.” Withdrawal from a course after the close of registration will result in a grade of “W” - “Withdrawal With Record” - showing on your transcript. There is a different deadline for each type of course (semester-length, short-term, open entry/open exit and summer) that is taught at EAC. Please see the listing below for the exact deadlines. If you do not officially withdraw from a course, you may receive a failing grade. Instructors are authorized to withdraw you from courses for excessive unofficial absences, excessive tardiness, disruptive behavior, or inability to perform the required tasks.

Your failure to drop a class after registration, regardless of nonattendance or nonpayment, does not release you from the financial obligation incurred at the time of registration. To ensure your registration is cancelled you must withdraw from the course. To completely remove your financial obligation for refundable fees, you must withdraw from the course during the open registration period for that course. If you incurred any nonrefundable fees, you will still be obligated to pay these fees. Instructors are not always obligated to withdraw you from their courses and you should not assume they will do so.

If you have received financial aid and withdraw from courses, please refer to the Return of Title IV Federal Student Aid Policy in the disclosure section of the College Catalog as to how this might affect you.

**Semester-Length Courses:** The last day for you to initiate an official withdrawal from a semester-length course and to receive a “W” grade is five weeks prior to the last Friday before final exams. The instructor may initiate a withdrawal from a semester-length course up to the last Friday before final exams.

**Short-Term, Open Entry/Open Exit, and Summer Session Courses:** The last day for you or your instructor to initiate an official withdrawal from a short-term or open entry/open exit course is the last day of the course. The last day to withdraw from a summer session course is the third day after the start of the term.

# graduation

## LICENSURE

Eastern Arizona College offers various certificates and programs that enable the student to test for licensure. Eastern Arizona College makes no guarantee, either implied or stated, that you will pass any licensing test. Also, please be aware that any past criminal record may have an impact on your eligibility for licensure. You should investigate licensing requirements before entering a course of study.

## CERTIFICATES

Work with your adviser/instructor to plan and apply for your chosen certificate program.

## DEGREES

Eastern Arizona College grants the Associate of Arts (AA), Associate of Business (ABus), Associate of Science (AS), Associate of General Studies (AGS) and the Associate of Applied Science degrees (AAS).

Specific course requirements for each of the degrees offered by Eastern Arizona College are identified in the curriculum section of this catalog. Please refer to the major you intend to pursue at EAC for specific graduation requirements.

## APPROVED ELECTIVES

EAC degree programs that are designed to transfer to all of Arizona's public universities require you to select your electives from the courses listed in the Arizona Higher Education Course Equivalency Guide (CEG) (located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG)). Select the Eastern Arizona College Elective or Better Report. Additional detailed information is available there.

Select courses from the list for the academic year in which you will be taking the class. For example, if you are planning to take ART 101 as an elective in the 2010-2011 academic year it must be included on the list of approved electives for 2010-2011. Only courses on the approved list for the academic year in which you take the class can be counted toward degree completion.

## CHOICE OF CATALOG

Students maintaining continuous enrollment at any public Arizona community college or university may graduate according to the requirements of the catalog in effect at the time of initial enrollment or according to the requirements of any single catalog in effect during subsequent terms of continuous enrollment. Students may maintain continuous enrollment whether attending a single public community college or university in Arizona or transferring among public institutions in Arizona while pursuing their degrees.

1. A semester in which a student earns course credit will be counted toward continuous enrollment. Non-credit courses, audited courses, failed courses, or courses from which the student withdraws do not count toward the determination of continuous enrollment for catalog purposes.

**Example A:** Admitted and earned course credit at a public college or university: Fall 2008 (Active). Continued at a community college: Spring 2009, Fall 2009 (Active). Transferred to a university: Spring 2010 (2008 or any subsequent catalog).

**Example B:** Admitted and earned course credit at a public college or university: Fall 2007 (Active). Enrolled but earned all Ws or Fs: Spring 2008 (Inactive). Enrolled in audit courses only: Fall 2008 (Inactive). Nonattendance: Spring 2009 (Inactive). Transferred to a university: Fall 2009 (2009 or any subsequent catalog).

2. Students who do not meet the minimum enrollment standard stipulated in No. 1 during three consecutive semesters (fall/

spring) and the intervening summer term at any public Arizona community college or university are no longer considered continuously enrolled, and must meet requirements of the public Arizona community college or university catalog in effect at the time they are readmitted or of any single catalog in effect during subsequent terms of continuous enrollment after readmission. Students are not obligated to enroll and earn course credit during summer terms, but summer enrollment may be used to maintain continuous enrollment status.

**Example A:** Admitted and earned course credit at a public college or university: Fall 2007 (Active). Nonattendance: Spring 2008, Fall 2008, Spring 2009 (Inactive). Readmitted and earned course credit at a community college: Fall 2009 (Active). Transferred to a university: Spring 2010 (2009 or any subsequent catalog).

**Example B:** Admitted and earned course credit at a public college or university: Fall 2007 (Active). Nonattendance: Spring 2008 (Inactive). Readmitted, earned course credit at a community college: Summer 2008 (Active). Nonattendance: Fall 2008, Spring 2009 (Inactive). Transferred to a university: Fall 2009 (2007 or any subsequent catalog).

3. Students admitted or readmitted to a public Arizona community college or university during a summer term must follow the requirements of the catalog in effect the following fall semester or of any single catalog in effect during subsequent terms of continuous enrollment.

**Example:** Admitted and earned course credit at a community college: Summer 2006 (Active). Continued at a community college: Fall 2006, Spring 2007 (Active). Nonattendance: Fall 2007 (Inactive). Readmitted and earned course credit at a community college: Spring 2008 (Active). Transferred to a university: Summer 2008 (2006 or any subsequent catalog).

4. Students transferring among Arizona public higher education institutions must meet the admission requirements, residency requirements, and all curricular and academic requirements of the degree-granting institution.

## GRADUATION HONORS

**Highest Honors:** Granted to candidates for graduation who have, at the conclusion of their last completed semester, at least 30 credits at EAC with a 4.000 cumulative grade average.

**High Honors:** Granted to candidates for graduation who have, at the conclusion of their last completed semester, at least 30 credits at EAC with a minimum of 3.750 cumulative grade average.

**Honors:** Granted to candidates for graduation who have, at the conclusion of their last completed semester, at least 30 credits at EAC with a minimum of 3.500 cumulative grade average.

## DEVELOPMENTAL COURSES

Credit earned for Developmental Classes which are numbered below 100 will not be counted towards degree completion, graduation honors or graduation Grade Point Average.

## MULTIPLE DEGREES

Eastern Arizona College offers the Associate of Arts, Associate of Business, Associate of Science, Associate of General Studies and Associate of Applied Science degrees. Once you have received one Associate Degree, one or more additional degrees can also be received by completing the additional degree requirements with a minimum of 16 additional credits beyond the first degree. With the exception of the Associate of General Studies (AGS) degree, degrees may be earned concurrently.

# general education

## GENERAL EDUCATION REQUIREMENTS FOR ASSOCIATE OF APPLIED SCIENCE DEGREE

General Education broadens your perspectives and introduces you to several important fields of knowledge. In meeting Eastern Arizona College's GE requirements you will also gain increased awareness of ethnicity, race and gender, and international and historical influences on our culture.

Choose courses from at least three different categories. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education, where the maximum is two credits.

### COURSE OPTIONS

GE Category	Course	Credits
<i>Computers</i>		
CMP 101	Introduction to Computers	3
CMP 103	Introduction to Computer Based Systems	3
CMP 121	Visual Basic Programming I	3
CMP 128	C# Programming I	3
CMP 130	C Programming I	3
<i>English</i>		
BUS 160	Communication for the Occupations	3
ENG 100	Writing Fundamentals	3
ENG 101	Written Communications I	3
ENG 102	Written Communications II	3
ENG 260	Technical Report Writing	3
TEC 260	Technical Report Writing	3
<i>Health and Physical Education</i>		
DAN 100-199	Dance Courses	1
HPE 101	Beginning Physical Activities I	1
HPE 102	Beginning Physical Activities II	1
HPE 201	Advanced Physical Activities I	1
HPE 202	Advanced Physical Activities II	1
HPE 104	Physical Conditioning and Assessment I	1 to 2
HPE 105	Physical Conditioning and Assessment II	1 to 2
HPE 163	Theory and Practice of Football	2
HPE 165	Theory and Practice of Baseball	2
HPE 167	Theory and Practice of Softball	2
HPE 169	Theory and Practice of Basketball	2
HPE 170	Lifeguard Training	2
HPE 204	Physical Conditioning and Assessment III	1 to 2
HPE 205	Physical Conditioning and Assessment IV	1 to 2
<i>Humanities</i>		
ART 133	World Art I	3
ART 134	World Art II	3
BUS 251	Human Relations	3
ENG 201	World Literature I	3
ENG 202	World Literature II	3
ENG 217	Writing Reflective Essays	3
ENG 218	Writing About Literature	3
ENG 221	English Literature I	3
ENG 222	English Literature II	3
ENG 241	American Literature I	3
ENG 242	American Literature II	3
MUS 101	World of Music	3
PHI 101	Introduction to Philosophy	3
SPC 150	Oral Interpretation of Literature	3
SPC 201	Public Speaking	3
THC 105	Introduction to Theatre	3

### Laboratory Sciences

AST 103	Introduction to Astronomy	4
BIO 100	Biology Concepts	4
BIO 105	Environmental Biology	4
BIO 160	Introduction to Human Anatomy and Physiology	4
BIO 181	General Biology I	4
BIO 182	General Biology II	4
BIO 201	Human Anatomy and Physiology I	4
BIO 202	Human Anatomy and Physiology II	4
BIO 205	Microbiology	4
BIO 226	Ecology	4
CHM 130	Fundamental Chemistry	4
CHM 138	An Introduction to General, Organic, and Biological Chemistry	4
CHM 151	General Chemistry I	4
CHM 152	General Chemistry II	4
CHM 230	Fundamental Organic Chemistry	4
CHM 235	General Organic Chemistry I	4
CHM 236	General Organic Chemistry II	4
GLG 101	Physical Geology	4
GLG 102	Historical Geology	4
GLG 110	Geologic Hazards and Disasters	4
PHY 107	Physical Concepts	4
PHY 111	General Physics I	4
PHY 112	General Physics II	4
PHY 211	Physics with Calculus I	5
PHY 212	Physics with Calculus II	5

### Languages

FRE 201	Intermediate French I	4
FRE 202	Intermediate French II	4
SPA 201	Intermediate Spanish I	4
SPA 202	Intermediate Spanish II	4
Transferred 200 level language		

### Mathematics

BUS 111	Business Mathematical Calculations	3
MAT 120	Intermediate Algebra	4
MAT 140	College Mathematics	3
MAT 154	College Algebra	4
MAT 160	Introduction to Statistics	3
MAT 171	Finite Mathematics	4
MAT 181	Plane Trigonometry	3
MAT 187	Precalculus	5
MAT 210	Elements of Calculus	4
MAT 220	Calculus I	5
MAT 230	Calculus II	4
MAT 240	Calculus III	4
MAT 260	Differential Equations	3
TEC 101	Technical Math I	4
TEC 102	Technical Math II	4

### Social Sciences

AJS 101	Introduction to Criminal Justice	3
AJS 225	Criminology	3
ANT 101	Introduction to Physical Anthropology	3
ANT 102	Introduction to Cultural Anthropology	3
ANT 110	Mexican-American Culture	3
ANT 120	Indian American Culture	3
ANT 211	Women in Cross-Cultural Perspective	3
ANT 220	Principles of Archaeology	3
ANT 222	Buried Cities and Lost Tribes	3
BUA 221	Principles of Macroeconomics	3
BUA 223	Principles of Microeconomics	3
HIS 101	U.S. History I	3
HIS 102	U.S. History II	3

HIS 104	Western Civilization I	3
HIS 105	Western Civilization II	3
HIS 220	History of Mexico	3
POS 110	United States National Politics	3
PSY 101	Introduction to Psychology	3
PSY 230	Social Psychology	3
PSY 240	Abnormal Psychology	3
PSY 250	Developmental Psychology	3
PSY 270	Experimental Psychology	4
SOC 101	Introduction to Sociology	3
SOC 110	Marriage and the Family	3
SOC 201	Social Problems	3

## GENERAL EDUCATION REQUIREMENTS FOR ASSOCIATE OF ARTS, ASSOCIATE OF BUSINESS AND ASSOCIATE OF SCIENCE DEGREES

General Education broadens your perspectives and introduces you to several important fields of knowledge. In meeting Eastern Arizona College's GE requirements you will also gain increased awareness of ethnicity, race and gender, and international and historical influences on our culture.

The Arizona Board of Regents has agreed to three transfer General Education programs. The purpose of the agreement is to ensure that when you complete your GE requirements at EAC you will be able to transfer to an Arizona public university without loss of credits.

The three transfer General Education programs are the Arizona General Education Curriculum, Associate of Arts (AGEC-A), the Arizona General Education Curriculum, Associate of Business (AGEC-B), and the Arizona General Education Curriculum, Associate of Science (AGEC-S).

Eastern Arizona College has established General Education programs satisfying each of the three AGECS. It will usually be in your best interest to complete the AGECS for your major at EAC before transferring to an Arizona university. When you have completed the AGECS, EAC will certify your achievement on your academic transcript. Completing the AGECS for your major at EAC fulfills the lower division, General Education requirements of the corresponding baccalaureate degree at each of the three state universities. Should you elect to not complete an AGECS at EAC you will not be afforded the same transfer status as those who do. Your courses will be evaluated on a course-by-course basis by the university to which you transfer.

Some majors, particularly in the professional fields, have significant prerequisites and/or program requirements that will not transfer within one of the three General Education programs described above. If you have selected a major that is not listed in the EAC catalog, or one that is listed as a Transfer Guide-Extra Requirements (TG-XR) degree, carefully consult the catalog and/or curriculum transfer guide (located at [www.aztransfer.com/transferguides](http://www.aztransfer.com/transferguides)) of the university to which you plan to transfer and the Course Equivalency Guide (located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG)) before you register for your GE courses. Obtaining assistance in this process from an advisor at the university you plan to transfer to is strongly recommended. EAC faculty advisors and counselors can also assist you.

You must meet the General Education requirements by selecting appropriate courses from the required program areas. In some cases, a degree program may require you to select specific courses rather than choose from the list of approved GE courses. Required courses for each EAC curricula are listed in the curriculum section of the catalog under the heading General Education Requirements.

## INTENSIVE WRITING/CRITICAL INQUIRY

To complete your AGECS, you must complete an Intensive Writing/Critical Inquiry course. These courses are designated in the list below with the notation (IW).

## GLOBAL/INTERNATIONAL/HISTORICAL AWARENESS

The AGECS also requires that you complete a Global/International/Historical Awareness course. Courses that meet this requirement are designated with the notation (GIH).

A single course will not be used to fulfill both the Intensive Writing/Critical Inquiry and the Global/International/Historical Awareness requirements. To minimize the number of classes required to complete GE requirements, select courses from the humanities or social sciences that also fulfill the Intensive Writing/Critical Inquiry or Global/International/Historical Awareness requirements.

## ETHNICITY, RACE AND GENDER

Course content addressing ethnicity, race and gender is embedded in the College's humanities and social sciences courses that are part of the General Education program.

## COURSE OPTIONS

GE Category	Course	Credits
<b>English:</b> A total of 6 credits required.		
ENG 101	Written Communications I	3
ENG 102	Written Communications II	3
<b>Humanities:</b> A total of 6 credits, depending on your major, is required. You must choose from more than one department. At least one course must be in the Fine Arts, designated with <b>bold type</b> .		
<b>ART 133</b>	<b>World Art I (GIH)</b>	<b>3</b>
<b>ART 134</b>	<b>World Art II (GIH)</b>	<b>3</b>
ENG 201	World Literature I (IW) or (GIH)	3
ENG 202	World Literature II (IW) or (GIH)	3
ENG 217	Writing Reflective Essays (IW) or (GIH)	3
ENG 218	Writing About Literature (IW)	3
ENG 221	English Literature I (IW)	3
ENG 222	English Literature II (IW)	3
ENG 241	American Literature I (IW) or (GIH)	3
ENG 242	American Literature II (IW) or (GIH)	3
<b>MUS 101</b>	<b>World of Music (GIH)</b>	<b>3</b>
PHI 101	Introduction to Philosophy (GIH)	3
<b>SPC 150</b>	<b>Oral Interpretation of Literature</b>	<b>3</b>
<b>SPC 201</b>	<b>Public Speaking (IW)</b>	<b>3</b>
<b>THC 105</b>	<b>Introduction to Theatre (GIH)</b>	<b>3</b>
<b>Laboratory Sciences:</b> A total of 8-10 credit hours, depending on your major, is required.		
AST 103	Introduction to Astronomy	4
BIO 100	Biology Concepts	4
BIO 105	Environmental Biology	4
BIO 160	Introduction to Human Anatomy and Physiology	4
BIO 181	General Biology I	4
BIO 182	General Biology II	4
BIO 201	Human Anatomy and Physiology I	4
BIO 202	Human Anatomy and Physiology II	4
BIO 205	Microbiology	4
BIO 226	Ecology	4
CHM 130	Fundamental Chemistry	4
CHM 138	An Introduction to General, Organic, and Biological Chemistry	4
CHM 151	General Chemistry I	4

CHM 152	General Chemistry II	4
CHM 230	Fundamental Organic Chemistry	4
CHM 235	General Organic Chemistry I	4
CHM 236	General Organic Chemistry II (IW)	4
GLG 101	Physical Geology	4
GLG 102	Historical Geology	4
GLG 110	Geologic Hazards and Disasters (GIH)	4
PHY 107	Physical Concepts	4
PHY 111	General Physics I	4
PHY 112	General Physics II	4
PHY 211	Physics with Calculus I	5
PHY 212	Physics with Calculus II	5

**Mathematics:** A total of 3-4 credit hours, depending on your major, is required.

MAT 140	College Mathematics	3
MAT 154	College Algebra	4
MAT 160	Introduction to Statistics	3
MAT 171	Finite Mathematics	4
MAT 181	Plane Trigonometry	3
MAT 187	Precalculus	5
MAT 210	Elements of Calculus	4
MAT 220	Calculus I	5
MAT 230	Calculus II	4
MAT 240	Calculus III	4
MAT 260	Differential Equations	3

**Social Sciences:** A total of 6 credits, depending on your major, is required. You must choose courses from more than one department.

AJS 101	Introduction to Criminal Justice	3
AJS 225	Criminology	3
ANT 101	Introduction to Physical Anthropology	3
ANT 102	Introduction to Cultural Anthropology (GIH)	3
ANT 110	Mexican-American Culture	3
ANT 120	Indian American Culture	3
ANT 211	Women in Cross-Cultural Perspective (GIH)	3
ANT 220	Principles of Archaeology	3
ANT 222	Buried Cities and Lost Tribes (GIH)	3
BUA 221	Principles of Macroeconomics (GIH)	3
BUA 223	Principles of Microeconomics	3

HIS 101	U.S. History I (GIH)	3
HIS 102	U.S. History II (GIH)	3
HIS 104	Western Civilization I (GIH)	3
HIS 105	Western Civilization II (GIH)	3
HIS 220	History of Mexico (GIH)	3
POS 110	United States National Politics (GIH)	3
PSY 101	Introduction to Psychology	3
PSY 230	Social Psychology	3
PSY 240	Abnormal Psychology	3
PSY 250	Developmental Psychology	3
PSY 270	Experimental Psychology (IW)	4
SOC 101	Introduction to Sociology (GIH)	3
SOC 110	Marriage and the Family	3
SOC 201	Social Problems	3

**Intensive Writing**

CHM 236	General Organic Chemistry II (IW)	4
ENG 201	World Literature I (IW) or (GIH)	3
ENG 202	World Literature II (IW) or (GIH)	3
ENG 217	Writing Reflective Essays (IW) or (GIH)	3
ENG 218	Writing About Literature (IW)	3
ENG 221	English Literature I (IW)	3
ENG 222	English Literature II (IW)	3
ENG 241	American Literature I (IW) or (GIH)	3
ENG 242	American Literature II (IW) or (GIH)	3
PSY 270	Experimental Psychology (IW)	4
SPC 201	Public Speaking (IW)	3

**GE Options:** Options courses are designed to enhance your General Education background and to expand course selection opportunity to meet specific university requirements. Options courses may be chosen from any of the GE courses listed above. Additional courses which also meet the options requirement are listed below.

CMP 103	Introduction to Computer Based Systems	3
FRE 201	Intermediate French I	4
FRE 202	Intermediate French II	4
SPA 201	Intermediate Spanish I	4
SPA 202	Intermediate Spanish II	4
Transferred 200 level language		

# transfer partnerships

## ARIZONA STATE UNIVERSITY, NORTHERN ARIZONA UNIVERSITY AND THE UNIVERSITY OF ARIZONA

Eastern Arizona College offers three Associate Degrees that are appropriate for transfer to Arizona's public universities.\* These Associate Degrees are 64 credits and have four basic "blocks" upon which they are built. The blocks are: the Arizona General Education Curriculum (AGEC), Common Courses, Special Requirements, and Electives. If you complete the degrees, you will be guaranteed to enter the university with Junior status.

The three degrees are:

**Associate of Arts (AA):** This degree is designed for students who plan to transfer to a university and earn a bachelor's degree in areas such as Liberal Arts, Social Sciences, Fine Arts, Public Programs, and Communication.

**Associate of Business (ABus):** This degree is designed for students who plan to transfer to a university and earn a bachelor's degree in Business and Business-related areas such as Computer Information Systems or Economics.

**Associate of Science (AS):** This degree is designed for students who plan to transfer to a university and earn a bachelor's degree in areas such as the Physical and Biological Sciences or Mathematics.

Completion of the Arizona General Education Curriculum (AGEC) guarantees your admission to the universities if you have a grade point average of 2.5 on a 4.0 scale. Completion of the AGECE also means that you will have met the lower-division General Education requirements at any of the universities for the majors that articulate with that AGECE.

\*All three of the state universities may accept the Eastern Arizona College Associate of Applied Science (AAS) degree as applicable to certain Bachelor of Applied Science degrees (BAS). You should contact a transfer advisor for the university you plan to attend, or carefully consult the catalog and/or curriculum transfer guide for that institution.

## BRIGHAM YOUNG UNIVERSITY–PROVO

EAC has a transfer partnership with BYU. If you earn an Associate of Arts, Associate of Business, Associate of General Studies, or Associate of Science degree from EAC, you increase the probability of your admission to BYU.

If you are admitted to BYU with an Associate of Arts, Associate of General Studies, Associate of Business, or Associate of Science Degree from EAC, you will have completed all BYU University Core (GE) requirements with the exception of American Heritage, Advanced Writing, and the Advanced Mathematics or Foreign Language requirements. EAC offers mathematics and foreign language courses that you may take to satisfy BYU's advanced Mathematics or Foreign Language requirement. You should consult the BYU/EAC Articulation Agreement in selecting these courses. A copy of the Agreement is available from the Counseling Department.

The EAC/BUY transfer partnership does not cover the transfer and applicability of major courses. You are encouraged to consult with the prospective major department at BYU for recommendations on EAC courses that can be taken toward your intended major.

## BRIGHAM YOUNG UNIVERSITY–HAWAII

Students attending Eastern Arizona College who complete their Associate of Arts, Associate of General Studies, Associate of Science, or Associate of Business degree will have met the BYU-Hawaii General Education (GE) requirements with the exception of the Interdisciplinary Studies course.

Additional aspects of the transfer agreement are as follows:

- Credit will also be granted for courses with a "C" grade or better which apply to the major.
- Credit for courses of a remedial nature (usually numbered 99 and below) will not be transferable.
- Students who apply to BYU-Hawaii with less than an Associate Degree, will have their college work evaluated on a course-by-course basis to determine equivalencies. Only courses with grades of "C" or better will be accepted.

## BRIGHAM YOUNG UNIVERSITY–IDAHO

EAC has an articulation agreement with BYU-Idaho:

- EAC Students who have earned the Associate of Arts, Associate of Science, Associate of Business, or Associate of General Studies degrees will be considered as having completed the BYU-I General Education requirements.
- For students who have not earned the degree, the EAC courses listed in the General Education Articulation Agreement (available in the EAC Counseling Department) are those which will apply toward General Education requirements at BYU-I.
- As students transfer, their credit will be evaluated on a course-by-course basis according to the General Education Transfer Agreement.
- The General Education requirements for students transferring to BYU-I will be those in effect at the time of their initial enrollment at BYU-I.

## WESTERN NEW MEXICO UNIVERSITY

Arizona residents may be eligible for an out-of-state tuition fee waiver from Western New Mexico.

Students completing the Eastern Arizona College Associate of Arts Degree (AA), Associate of Business Degree (ABus), the Associate of Science Degree (AS), or the Associate of General Studies Degree (AGS) can fulfill Western New Mexico University General Education (GE) requirements provided they include in their degree program courses specifically listed in the articulation agreement as meeting WMNU General Education requirements in the Oral Communication, History, Computer, and Physical and Mental Well Being areas. Copies of the articulation agreement can be obtained from the Counseling Department.

## OUT-OF-STATE TRANSFER

Out-of-state universities have differing policies regarding the transfer of General Education credit for application to your major or minor requirements. You should carefully consult the catalog of the university to which you wish to transfer.



# curricula

- 60801 – Administration of Justice - AA\*\*  
20801 – Administration of Justice - AAS  
20804 – Administration of Justice - AAS - BAS Track  
20114 – Administrative Information Services - AAS  
30000 – AGEC-A - Certificate\*\*  
30001 – AGEC-B - Certificate  
30002 – AGEC-S - Certificate  
60701 – Agribusiness - AA  
60702 – Agriculture - AA  
60802 – Anthropology - AA  
60402 – Art - AA  
60401 – Art Education - AA  
30633 – Automotive Service Consultant - Certificate  
20601 – Automotive Service Technology - AAS  
30605 – Automotive Technician - Certificate  
30811 – Basic Peace Officer Academy - Certificate  
80701 – Biological Science - AS  
30104 – Bookkeeping - Certificate  
20105 – Business - AAS\*\*  
70101 – Business Administration - ABus  
60101 – Business Education - AA  
80702 – Chemistry - AS  
30620 – CNC Machining - Certificate  
31201 – Community Health Advocate, Diabetes - Certificate  
20603 – Computer Assisted Design & Drafting Technology - AAS  
30618 – Computer Assisted Design & Drafting Tech. -  
Level I - Certificate  
30613 – Computer Assisted Design & Drafting Tech. -  
Level II - Certificate  
20107 – Computer Information Specialist - AAS  
70102 – Computer Information Systems - ABus  
20111 – Cosmetology - AAS  
30110 – Cosmetology - Certificate  
30111 – Cosmetology Instructor - Certificate  
30105 – Database Support - Certificate  
20803 – Early Childhood Education - AAS  
20805 – Early Childhood Education - AAS - BAS Track  
30814 – Early Childhood Education - Certificate  
60201 – Education-Elementary - AA  
60202 – Education-Secondary - AA  
30628 – Electrical and Instrumentation Technician - Certificate  
20611 – Electrical and Instrumentation Technology - AAS  
30701 – Emergency Medical Technician - Basic - Certificate  
30702 – Emergency Medical Technician - Paramedic - Certificate  
80706 – Engineering - AS  
60203 – English - AA  
20705 – Environmental Technology - AAS  
20610 – Fire Science - AAS\*  
30635 – Fire Science - Level I - Certificate  
30625 – Fire Science - Level II - Certificate\*  
60703 – Forestry - AA  
50000 – General Studies - AGS\*\*  
20613 – General Technical Studies - AAS  
80703 – Geology - AS  
20401 – Graphic Design - AAS  
30402 – Graphic Design - Certificate  
60501 – Health & Physical Education - AA  
60803 – History - AA  
30629 – Industrial Plant Technician - Certificate  
30632 – Industrial Plant Technician - Advanced Certificate  
20612 – Industrial Plant Technology - AAS  
30119 – Information Technology Technician - Certificate  
30712 – Laboratory Assistant - Certificate  
60205 – Languages - AA  
30812 – Law Enforcement Office Assistant - Certificate  
30813 – Law Enforcement Technology - Certificate  
60000 – Liberal Studies - AA  
30710 – Licensed Practical Nurse - Certificate  
20605 – Machine Shop Technology - AAS  
30619 – Machine Technology - Certificate  
61101 – Mathematics - AA  
30401 – Media Communications - Certificate  
30704 – Medical Assistant - Certificate  
30705 – Medical Transcription - Certificate  
60403 – Music - AA  
30114 – Nail Technician - Certificate  
20702 – Nursing - AAS  
30706 – Nursing Assistant - Certificate  
30116 – Office Assistant - Certificate  
20703 – Paramedicine - AAS  
30708 – Patient Care Technician - Certificate  
20704 – Pharmacy Technician - AAS  
30713 – Pharmacy Technician - Certificate  
80704 – Physics - AS  
60804 – Political Science - AA  
80705 – Pre-Chiropractic Medicine - AA  
80707 – Pre-Medical Science - AA  
80708 – Pre-Nursing - AA  
80709 – Pre-Optometry - AS  
60704 – Pre-Pharmacy - AA  
60705 – Pre-Physical Therapy - AA  
60806 – Psychology - AA  
30634 – Renewable Sustainable Energy - Certificate  
30123 – Retail Management - Certificate  
20115 – Small Business Management - AAS  
30118 – Small Business Proprietor - Certificate  
60807 – Sociology - AA  
30501 – Sports Medicine and Rehabilitative Therapies -  
Certificate  
60601 – Technology Education - AA  
60404 – Theatre Arts - AA  
30122 – Web Design - Certificate  
30125 – Web Developer - Certificate\*  
20609 – Welding Technology - AAS  
30626 – Welding Technology - Certificate  
80710 – Wildlife Biology - AS  
30121 – Word Processing Specialist - Certificate\*\*

\* Available in Gila County Only

\*\* Available On Campus and Online

## ADMINISTRATION OF JUSTICE

### Associate of Arts Degree

**AA-SR 60801 (Available On Campus and Online)**

Advisor: [Robert Smith](#)

This degree prepares you to transfer to a college or university and pursue a bachelor's degree in Administration of Justice. Since program requirements differ between universities, the [official transfer guide](http://www.aztransfer.com/transferguides) ([www.aztransfer.com/transferguides](http://www.aztransfer.com/transferguides)) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

This degree is also suitable if you are currently employed in law enforcement or an allied public service profession and wish to improve your knowledge and skills.

#### Curriculum Requirements

AJS 101	Introduction to Criminal Justice	3 credits
AJS 103	Criminal Investigation	3 credits
AJS 130	The Correction Function	3 credits
AJS 202	Substantive Criminal Law	3 credits
AJS 220	Procedural Criminal Law	3 credits
AJS 225	Criminology	3 credits
AJS 266	The Police Function	3 credits

**Total Curriculum Requirements** **21 credits**

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

MAT 140	College Mathematics <u>OR</u>	
MAT 154	College Algebra	3 or 4 credits

#### Lab Science

BIO 100	Biology Concepts	4 credits
Another Lab Science course from list on pages 46-47.		4 credits

#### Humanities

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 9 credits

#### Social Sciences

PSY 101 Introduction to Psychology 3 credits  
 Select two additional Social Sciences courses from the list on pages 46-47. Choose courses from more than one department. 6 credits

**Total General Education Requirements** **35 to 36 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

#### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections. SPA 101, Elementary Spanish I, and SPA 102, Elementary Spanish II, are recommended.

**Total Elective Requirements** **7 to 8 credits**

**Total Minimum Degree Requirements** **64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE test\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## ADMINISTRATION OF JUSTICE

### Associate of Applied Science Degree 20801

Advisor: [Robert Smith](#)

The Administration of Justice Associate of Applied Science degree is intended for students who either plan to enter employment or who are currently working in law enforcement or related fields and want to upgrade their knowledge and skills. If you successfully complete the AJS 115 and AJS 215 Basic Peace Officer Academy, you will have fulfilled the following courses toward the Administration of Justice Associate of Applied Science or Associate of Arts Degree:

AJS 102	Criminal Law
AJS 103	Criminal Investigation
AJS 120	Police Communications
AJS 140	The Traffic Function
AJS 155	Firearms
AJS 202	Substantive Criminal Law
AJS 203	Advanced Criminal Investigation
AJS 266	The Police Function
AJS 270	Evidence
HPE 101	Beginning Physical Activities I
EMT 121	Cardiopulmonary Resuscitation

#### Curriculum Requirements

AJS 101	Introduction to Criminal Justice	3 credits
AJS 102	Criminal Law	3 credits
AJS 103	Criminal Investigation	3 credits
AJS 120	Police Communications	3 credits
AJS 126	The Juvenile Function	3 credits
AJS 130	The Correction Function	3 credits
AJS 140	The Traffic Function	3 credits
AJS 202	Substantive Criminal Law	3 credits
AJS 203	Advanced Criminal Investigation	3 credits
AJS 220	Procedural Criminal Law	3 credits
AJS 225	Criminology	3 credits
AJS 266	The Police Function	3 credits
AJS 270	Evidence	3 credits
AJS 280	Community Policing	3 credits
AJS 282	Police Supervision	3 credits

**Total Curriculum Requirements** **45 credits with a GPA of 2.00 or higher**

**General Education Requirements**

*English*

BUS 160	Communication for the Occupations	3 credits
ENG 100	Writing Fundamentals QR	
ENG 101	Written Communications I	3 credits

*Computers*

CMP 101	Introduction to Computers	3 credits
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*Lab Science*

BIO 100	Biology Concepts	4 credits
Social Sciences		
PSY 101	Introduction to Psychology	3 credits
Another Social Sciences course from list on pages 45-46.		3 credits

**Total General Education Requirements 19 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

**Total Minimum Degree Requirements 64 credits**

In addition to completing each of the courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 60 or higher\*
  2. EAC ASSET reading assessment test score of 35 or higher\*
  3. ACT Assessment Reading score of 14 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
  6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

**ADMINISTRATION OF JUSTICE**

**Associate of Applied Science Degree--BAS Track 20804**

Advisor: [Robert Smith](#)

The Administration of Justice Associate of Applied Science degree – University Track is intended for students who desire to further their education and complete a web-based Bachelor of Applied Science degree (BAS) from a university. It is designed as a 2+2 program to assist students entering employment, or who are currently working in law enforcement or related fields, and want to obtain a bachelor's degree. If you successfully complete the AJS 115 and AJS 215 Basic Peace Officer Academy, you will have fulfilled the following courses toward the Administration of Justice Associate of Applied Science degrees or the Associate of Arts degree:

AJS 102	Criminal Law
AJS 103	Criminal Investigation
AJS 120	Police Communications
AJS 140	The Traffic Function
AJS 155	Firearms
AJS 202	Substantive Criminal Law
AJS 266	The Police Function
AJS 270	Evidence
EMT 121	Cardiopulmonary Resuscitation
HPE 101	Beginning Physical Activities I

**Curriculum Requirements**

AJS 101	Introduction to Criminal Justice	3 credits
AJS 102	Criminal Law	3 credits
AJS 103	Criminal Investigation	3 credits
AJS 120	Police Communications	3 credits
AJS 126	The Juvenile Function	3 credits
AJS 130	The Correction Function	3 credits
AJS 140	The Traffic Function	3 credits
AJS 202	Substantive Criminal Law	3 credits
AJS 203	Advanced Criminal Investigation	3 credits
AJS 220	Procedural Criminal Law	3 credits
AJS 225	Criminology	3 credits
AJS 266	The Police Function	3 credits
AJS 270	Evidence	3 credits
AJS 280	Community Policing	3 credits
AJS 282	Police Supervision	3 credits

**Total Curriculum Requirements 45 credits**

**General Education Requirements**

*English*

ENG 101	Written Communications I	
ENG 102	Written Communications II	6 credits

*Computers*

CMP 103	Introduction to Computer Based Systems	3 credits
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*Lab Science*

BIO 100	Biology Concepts	4 credits
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*Social Sciences*

PSY 101	Introduction to Psychology	3 credits
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*Mathematics*

MAT 140	College Mathematics QR	
MAT 154	College Algebra	3 or 4 credits

**Total General Education Requirements 19 to 20 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

**Total Minimum Degree Requirements 64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## ADMINISTRATIVE INFORMATION SERVICES

### Associate of Applied Science Degree 20114

Advisors: [Dana Barnett](#), [Tammy Campbell](#), [Derek Rich](#)

This program emphasizes the skill development necessary to function as an administrative professional in business. A variety of computer software applications are integrated into the course of study. Students will learn to perform the tasks required for positions as administrative assistant, office specialist, office assistant, information processing specialist, and accounting clerk. Students may elect courses as preparation for careers as medical or legal transcriptionists. Additionally, students in the Administrative Information Services program will practice the knowledge and skills required for the Microsoft Office Specialist Certification Exams.

#### Curriculum Requirements

AIS 118	Electronic Keyboarding II	3 credits
AIS 213A	Office Procedures/Records Management	1 credit
AIS 213B	Office Procedures/Office Transcription	1 credit
AIS 213C	Office Procedures/Electronic Office Equipment	1 credit
AIS 214	The Office Professional	3 credits
AIS 237	Word Processing Applications	3 credits
AIS 238	Advanced Office Applications	3 credits
AIS 239A	Multimedia/Electronic Task Management	1 credit
AIS 239B	Multimedia/Digital Imaging	1 credit
AIS 239C	Multimedia/Internet for Business	1 credit
AIS 240	Desktop Publishing	3 credits
AIS 241	Integrated Business Projects	3 credits
BUS 101	Fundamentals of Accounting	3 credits
BUS 251	Human Relations	3 credits

Select 12 additional credits from the following:

AIS 117	Electronic Keyboarding I	3 credits
AIS 225	Medical Transcription <u>OR</u>	
HCE 225	Medical Transcription	3 credits
AIS 226	Legal Transcription	3 credits
AIS 235H	Beginning Microsoft Word	1/2 credit
AIS 235I	Intermediate Microsoft Word	1/2 credit
AIS 235J	Advanced Microsoft Word	1/2 credit
AJS 101	Introduction to Criminal Justice	3 credits
ART 186	Digital Illustration	3 credits
ART 188	Digital Publishing	3 credits
BUA 101	Introduction to Business	3 credits
BUA 221	Principles of Macroeconomics	3 credits
BUA 233	Uses of Accounting Information I	4 credits
BUA 245	Legal Environment of Business	3 credits
BUS 171	International Business	3 credits
BUS 205	Computerized Accounting with QuickBooks	1 credit
CMP 103	Introduction to Computer Based Systems	3 credits
CMP 110AA	Beginning Microsoft Access	1/2 credit
CMP 110AB	Intermediate Microsoft Access	1/2 credit
CMP 110AC	Advanced Microsoft Access	1/2 credit
CMP 110AD	Beginning Microsoft PowerPoint	1/2 credit
CMP 110AE	Intermediate Microsoft PowerPoint	1/2 credit
CMP 110AF	Advanced Microsoft PowerPoint	1/2 credit
CMP 110X	Beginning Microsoft Excel	1/2 credit

CMP 110Y	Intermediate Microsoft Excel	1/2 credit
CMP 110Z	Advanced Microsoft Excel	1/2 credit
CMP 113	Windows Operating System I	3 credits
CMP 114	Internet	2 credits
CMP 115A	Beginning Microsoft Windows	1/2 credit
CMP 115B	Intermediate Microsoft Windows	1/2 credit
CMP 115C	Advanced Microsoft Windows	1/2 credit
CMP 121	Visual Basic Programming I	3 credits
CMP 161	Electronic Spreadsheet with Microsoft Excel	3 credits
CMP 170	Database Management with Microsoft Access	3 credits
CMP 205	Data Communications	3 credits
COE 111	Cooperative Education I (Occupational)	1 to 4 credits
COE 112	Cooperative Education II (Occupational)	1 to 4 credits
SBM 111	Marketing	3 credits
SBM 121	Supervision	3 credits

**Total Curriculum Requirements** **42 credits with a GPA of 2.00 or higher**

#### General Education Requirements

<b>English</b>		
ENG 101	Written Communications I	3 credits
BUS 160	Communication for the Occupations	3 credits

#### Computers

CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits

#### Mathematics

BUS 111	Business Mathematical Calculations	3 credits
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An additional six credits, with no more than two credits in the Health and Physical Education category, are to be selected from the list of General Education courses on pages 45-46.

**Total General Education Requirements** **18 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

#### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Total Elective Requirements** **4 credits**

**Total Minimum Degree Requirements** **64 credits**

In addition to completing the required courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 60 or higher\*
  2. EAC ASSET reading assessment test score of 35 or higher\*
  3. ACT Assessment Reading score of 14 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
  6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## AGRIBUSINESS

### Associate of Arts Degree

#### TG-XR 60701

Advisor: [Mike McCarthy](#)

This curriculum is designed as the first two years of a four-year bachelor's degree program at a College of Agriculture at one of Arizona's public universities. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

#### Curriculum Requirements

AGR 135	Conservation and Natural Resources	3 credits
BUA 233	Uses of Accounting Information I	4 credits
BUA 243	Uses of Accounting Information II	3 credits
CHM 130	Fundamental Chemistry	4 credits
CMP 103	Introduction to Computer Based Systems	3 credits
MAT 171	Finite Mathematics	4 credits

**Total Curriculum Requirements** **21 credits**

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

MAT 140	College Mathematics <u>QR</u>	
MAT 154	College Algebra	3 or 4 credits

#### Lab Science

BIO 181	General Biology I	4 credits
BIO 182	General Biology II	4 credits

#### Humanities

ART 133	World Art I (GIH)	3 credits
ART 134	World Art II (GIH)	3 credits
MUS 101	World of Music (GIH)	3 credits

#### Social Sciences

Choose from Social Sciences list on pages 46-47.  
Choose courses from more than one department.

**Total General Education Requirements** **35 to 36 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

#### Elective and Foreign Language Requirements

To obtain this degree you must demonstrate proficiency in a foreign language at the 202 course level. To do this select from the following options:

1. If you have no foreign language coursework completed, take the French or Spanish 101, 102, 201, 202 course sequence offered at EAC.
2. If you have completed two years of high school French or Spanish courses, take the 201, 202 course sequence at EAC.
3. If you have completed four years of high school foreign language courses or have obtained foreign language ability at the 202 course level in some other manner, testing options are available to

demonstrate your proficiency. Contact the Records and Registration Office for more information.

4. Any foreign language at the 202 course level may be transferred from an accredited college or university.

Depending on which option you choose, select a sufficient number of elective credits to obtain the 64 credit hours required for this degree. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Total Elective and Foreign Language Requirements** **7 to 8 credits**

**Total Minimum Degree Requirements** **64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## AGRICULTURE

### Associate of Arts Degree

#### TG-XR 60702

Advisor: [Mike McCarthy](#)

This degree provides the first two years of a four-year Agriculture program at Arizona's public universities. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

#### Curriculum Requirements

AGR 135	Conservation and Natural Resources	3 credits
CHM 130	Fundamental Chemistry	4 credits
CMP 103	Introduction to Computer Based Systems	3 credits
ENG 260	Technical Report Writing	3 credits
GLG 101	Physical Geology	4 credits

**Total Curriculum Requirements** **17 credits**

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

**Mathematics**

One MAT course from this list on pages 46-47. 3 credits

**Lab Science**

BIO 181 General Biology I 4 credits  
 BIO 182 General Biology II 4 credits

**Humanities**

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 9 credits

**Social Sciences**

BUA 221 Principles of Macroeconomics (GIH) 3 credits  
 BUA 223 Principles of Microeconomics 3 credits  
 Another Social Sciences course from list on pages 46-47. 3 credits

**Total General Education Requirements 35 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

**Elective and Foreign Language Requirements**

To obtain this degree you must demonstrate proficiency in a foreign language at the 202 course level. To do this select from the following options:

1. If you have no foreign language coursework completed, take the French or Spanish 101, 102, 201, 202 course sequence offered at EAC. This option will fulfill your foreign language and elective requirements and will result in a total of 68 hours required to obtain the degree.
2. If you have completed two years of high school French or Spanish courses, take the 201, 202 course sequence at EAC. These two courses will fulfill your foreign language and you will need to complete four credits of elective course numbered 100 or higher to obtain the 64 credits required to obtain the degree.
3. If you have completed four years of high school foreign language courses or have obtained foreign language ability at the 202 course level in some other manner, testing options are available to demonstrate your proficiency. Contact the Records and Registration Office for more information. If you demonstrate foreign language proficiency by testing, you will need to complete 12 credits in courses of your choice numbered 100 or higher to obtain the 64 credits required for the degree.

**Total Elective and Foreign Language Requirements 12 to 16 credits**

**Total Minimum Degree Requirements 64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

**ANTHROPOLOGY**

**Associate of Arts Degree**

**AA-SR 60802**

Advisor: [Linda Blan](#)

In order to understand the physical and behavioral diversity found in humankind, anthropologists study the biological and cultural factors that influence human behavior. Anthropology is internally divided into four sub-fields: physical anthropology (the study of man as a biological entity), archaeology (the study of past cultures), ethnology (the study of living cultures) and linguistics. The undergraduate anthropology student studies in each sub-field, preparatory to selecting an area of specialization.

As the single branch of Social Sciences dealing primarily with non-western pre-industrialized societies, anthropology adds a unique dimension to liberal education. A background in anthropology is generally useful in a variety of fields, including law, philosophy, social work, history and medicine.

High school students planning to major in anthropology should take two years of high school mathematics, preferably algebra, and some work in a language, preferably, German, French or Spanish. A background in English is also critical.

Graduates with bachelor's degrees in anthropology can find employment in all pursuits normally open to other graduates in the various liberal arts, or as teachers of social studies in secondary schools. Anthropology provides a suitable background for positions with a variety of federal, state, and local agencies.

Students seeking work as professional anthropologists should plan for advanced degrees in anthropology. Graduates with master's degrees may find work in government, community colleges or museums. For university teaching and research careers, a Ph.D. is usually necessary.

Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](#) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

**Curriculum Requirements**

ANT 120	Indian American Culture	3 credits
ANT 210	Archaeology of the Southwest	3 credits
ANT 220	Principles of Archaeology	3 credits
ANT 222	Buried Cities and Lost Tribes	3 credits

**Total Curriculum Requirements 12 credits**

**General Education Requirements**

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

**English**

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

**Mathematics**

MAT 140	College Mathematics <u>OR</u>	
MAT 154	College Algebra	3 or 4 credits

**Lab Science**

BIO 100	Biology Concepts	4 credits
	Another Lab Science course from list on pages 46-47.	4 credits

**Humanities**

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 9 credits

### Social Sciences

ANT 101	Introduction to Physical Anthropology	3 credits
ANT 102	Introduction to Cultural Anthropology (GIH)	3 credits
Select another non-ANT department Social Sciences course from list on pages 46-47.		3 credits

### Total General Education Requirements 35 to 36 credits

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

### Elective and Foreign Language Requirements

To obtain this degree you must demonstrate proficiency in a foreign language at the 202 course level. To do this select from the following options:

1. If you have no foreign language coursework completed, take the French or Spanish 101, 102, 201, 202 course sequence offered at EAC.
2. If you have completed two years of high school French or Spanish courses, take the 201, 202 course sequence at EAC. These two courses will fulfill your foreign language requirement.
3. If you have completed four years of high school foreign language courses or have obtained foreign language ability at the 202 course level in some other manner, testing options are available to demonstrate your proficiency. Contact the Records and Registration Office for more information.
4. Any foreign language at the 202 course level may be transferred from an accredited college or university.

Depending on which option you choose, select a sufficient number of elective credits to obtain the 64 credit hours required for this degree. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

### Total Elective and Foreign Language Requirements 16 to 17 credits

### Total Minimum Degree Requirements 64 credits

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## ARIZONA GENERAL EDUCATION CURRICULUM A (AGEC-A)

### Certificate for Transfer

#### 30000 (Available On Campus and Online)

Advisors: [Wayne Flake](#), [Ida Nunley](#), [Ray Orr](#), [Gina Roebuck](#), [Kenny Smith](#), [Marilyn Wilton](#)

Upon completion of this certificate, the student fulfills the lower-division General Education requirements at the University of Arizona, Arizona State University and Northern Arizona University. Students are strongly advised to complete an associate degree after completing this certificate.

AGEC-A. This General Education Program is better suited for majors in the Liberal Arts such as:

- Anthropology
- Art
- English
- Health and PE.
- History
- Languages
- Music
- Psychology
- Sociology
- Theatre

To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

### Mathematics

Select one course from this list: 3-5 credits

MAT 140	College Mathematics
MAT 154	College Algebra
MAT 160	Introduction to Statistics
MAT 171	Finite Mathematics
MAT 181	Plane Trigonometry
MAT 187	Precalculus
MAT 210	Elements of Calculus
MAT 220	Calculus I
MAT 230	Calculus II

### Lab Science

Select two courses from this list. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections. 8 credits

AST 103	Introduction to Astronomy
BIO 100	Biology Concepts
BIO 105	Environmental Biology
BIO 160	Introduction to Human Anatomy and Physiology
BIO 181	General Biology I
BIO 182	General Biology II
BIO 201	Human Anatomy and Physiology I
BIO 202	Human Anatomy and Physiology II
BIO 205	Microbiology
BIO 226	Ecology
CHM 130	Fundamental Chemistry
CHM 138	An Introduction to General, Organic, and Biological Chemistry
CHM 151	General Chemistry I
CHM 152	General Chemistry II
CHM 230	Fundamental Organic Chemistry
CHM 235	General Organic Chemistry I
CHM 236	General Organic Chemistry II (IWW)
GLG 101	Physical Geology
GLG 102	Historical Geology
GLG 110	Geologic Hazards and Disasters (GIH)
PHY 107	Physical Concepts
PHY 111	General Physics I
PHY 112	General Physics II
PHY 211	Physics with Calculus I
PHY 212	Physics with Calculus II

**Humanities**

6-9 credits

Select at least two courses from this list. You must choose from at least two different departments. At least one course must be from the Fine Arts (designated with **bold type**). If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

<b>ART 133</b>	<b>World Art I (GIH)</b>
<b>ART 134</b>	<b>World Art II (GIH)</b>
ENG 201	World Literature I (IW) or (GIH)
ENG 202	World Literature II (IW) or (GIH)
ENG 217	Writing Reflective Essays (IW) or (GIH)
ENG 218	Writing About Literature (IW)
ENG 221	English Literature I (IW)
ENG 222	English Literature II (IW)
ENG 241	American Literature I (IW) or (GIH)
ENG 242	American Literature II (IW) or (GIH)
<b>MUS 101</b>	<b>World of Music (GIH)</b>
PHI 101	Introduction to Philosophy (GIH)
<b>SPC 150</b>	<b>Oral Interpretation of Literature</b>
<b>SPC 201</b>	<b>Public Speaking (IW)</b>
<b>THC 105</b>	<b>Introduction to Theatre (GIH)</b>

**Social Sciences**

6-9 credits

Select at least two courses from this list. You must choose from at least two different departments. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

AJS 101	Introduction to Criminal Justice
AJS 225	Criminology
ANT 101	Introduction to Physical Anthropology
ANT 102	Introduction to Cultural Anthropology (GIH)
ANT 110	Mexican-American Culture
ANT 120	Indian American Culture
ANT 211	Women in Cross-Cultural Perspective (GIH)
ANT 220	Principles of Archaeology
ANT 222	Buried Cities and Lost Tribes (GIH)
BUA 221	Principles of Macroeconomics (GIH)
BUA 223	Principles of Microeconomics
HIS 101	U.S. History I (GIH)
HIS 102	U.S. History II (GIH)
HIS 104	Western Civilization I (GIH)
HIS 105	Western Civilization II (GIH)
HIS 220	History of Mexico (GIH)
POS 110	United States National Politics (GIH)
PSY 101	Introduction to Psychology
PSY 230	Social Psychology
PSY 240	Abnormal Psychology
PSY 250	Developmental Psychology
PSY 270	Experimental Psychology (IW)
SOC 101	Introduction to Sociology (GIH)
SOC 110	Marriage and the Family
SOC 201	Social Problems

**Options**

0-6 credits

Select two courses from this list. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

AJS 101	Introduction to Criminal Justice
AJS 225	Criminology
ANT 101	Introduction to Physical Anthropology
ANT 102	Introduction to Cultural Anthropology (GIH)
ANT 110	Mexican-American Culture
ANT 120	Indian American Culture
ANT 211	Women in Cross-Cultural Perspective (GIH)
ANT 220	Principles of Archaeology
ANT 222	Buried Cities and Lost Tribes (GIH)
ART 133	World Art I (GIH)

ART 134	World Art II (GIH)
BUA 221	Principles of Macroeconomics (GIH)
BUA 223	Principles of Microeconomics
CMP 103	Introduction to Computer Based Systems
ENG 201	World Literature I (IW) or (GIH)
ENG 202	World Literature II (IW) or (GIH)
ENG 217	Writing Reflective Essays (IW) or (GIH)
ENG 218	Writing About Literature (IW)
ENG 221	English Literature I (IW)
ENG 222	English Literature II (IW)
ENG 241	American Literature I (IW) or (GIH)
ENG 242	American Literature II (IW) or (GIH)
FRE 201	Intermediate French I
FRE 202	Intermediate French II
HIS 101	U.S. History I (GIH)
HIS 102	U.S. History II (GIH)
HIS 104	Western Civilization I (GIH)
HIS 105	Western Civilization II (GIH)
HIS 220	History of Mexico (GIH)

Any Lab Science courses

Any Language above 200 level

Any Mathematics courses MAT 140 or higher except MAT 156 and MAT 157

MUS 101	World of Music (GIH)
PHI 101	Introduction to Philosophy (GIH)
POS 110	United States National Politics (GIH)
PSY 101	Introduction to Psychology
PSY 230	Social Psychology
PSY 240	Abnormal Psychology
PSY 250	Developmental Psychology
PSY 270	Experimental Psychology (IW)
SOC 101	Introduction to Sociology (GIH)
SOC 110	Marriage and the Family
SOC 201	Social Problems
SPA 201	Intermediate Spanish I
SPA 202	Intermediate Spanish II
SPC 150	Oral Interpretation of Literature
SPC 201	Public Speaking (IW)
THC 105	Introduction to Theatre (GIH)

**Total Minimum Certificate Requirements****35 credits**

In order to earn this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

**ARIZONA GENERAL EDUCATION CURRICULUM B (AGEC-B)****Certificate for Transfer 30001**

**Advisors:** [Derek Rich](#), [Gina Roebuck](#), [Scott Russell](#), [Kenny Smith](#)

Upon completion of this certificate, the student fulfills the lower-division General Education requirements at the University of Arizona, Arizona State University and Northern Arizona University. Students are strongly advised to complete an associate degree after completing this certificate.

AGEC-B. This General Education Program is intended for students majoring in a business curriculum.

To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

**English**

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

**Mathematics**

MAT 210	Elements of Calculus or higher	4 credits
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**Lab Science**

8 credits

Select two courses from this list. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

AST 103	Introduction to Astronomy
BIO 100	Biology Concepts
BIO 105	Environmental Biology
BIO 160	Introduction to Human Anatomy and Physiology
BIO 181	General Biology I
BIO 182	General Biology II
BIO 201	Human Anatomy and Physiology I
BIO 202	Human Anatomy and Physiology II
BIO 205	Microbiology
BIO 226	Ecology
CHM 130	Fundamental Chemistry
CHM 138	An Introduction to General, Organic, and Biological Chemistry
CHM 151	General Chemistry I
CHM 152	General Chemistry II
CHM 230	Fundamental Organic Chemistry
CHM 235	General Organic Chemistry I
CHM 236	General Organic Chemistry II (IW)
GLG 101	Physical Geology
GLG 102	Historical Geology
GLG 110	Geologic Hazards and Disasters (GIH)
PHY 107	Physical Concepts
PHY 111	General Physics I
PHY 112	General Physics II
PHY 211	Physics with Calculus I
PHY 212	Physics with Calculus II

**Humanities**

6-9 credits

Select at least two courses from this list. You must choose from at least two different departments. At least one course must be from the Fine Arts (designated with **bold type**). If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

<b>ART 133</b>	<b>World Art I (GIH)</b>
<b>ART 134</b>	<b>World Art II (GIH)</b>
ENG 201	World Literature I (IW) or (GIH)
ENG 202	World Literature II (IW) or (GIH)
ENG 217	Writing Reflective Essays (IW) or (GIH)
ENG 218	Writing About Literature (IW)
ENG 221	English Literature I (IW)
ENG 222	English Literature II (IW)
ENG 241	American Literature I (IW) or (GIH)
ENG 242	American Literature II (IW) or (GIH)
<b>MUS 101</b>	<b>World of Music (GIH)</b>
PHI 101	Introduction to Philosophy (GIH)
<b>SPC 150</b>	<b>Oral Interpretation of Literature</b>
<b>SPC 201</b>	<b>Public Speaking (IW)</b>
<b>THC 105</b>	<b>Introduction to Theatre (GIH)</b>

**Social Sciences**

6-9 credits

Select at least two courses from this list. You must choose from at least two different departments. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

AJS 101	Introduction to Criminal Justice
AJS 225	Criminology
ANT 101	Introduction to Physical Anthropology
ANT 102	Introduction to Cultural Anthropology (GIH)

ANT 110	Mexican-American Culture
ANT 120	Indian American Culture
ANT 211	Women in Cross-Cultural Perspective (GIH)
ANT 220	Principles of Archaeology
ANT 222	Buried Cities and Lost Tribes (GIH)
BUA 221	Principles of Macroeconomics (GIH)
BUA 223	Principles of Microeconomics
HIS 101	U.S. History I (GIH)
HIS 102	U.S. History II (GIH)
HIS 104	Western Civilization I (GIH)
HIS 105	Western Civilization II (GIH)
HIS 220	History of Mexico (GIH)
POS 110	United States National Politics (GIH)
PSY 101	Introduction to Psychology
PSY 230	Social Psychology
PSY 240	Abnormal Psychology
PSY 250	Developmental Psychology
PSY 270	Experimental Psychology (IW)
SOC 101	Introduction to Sociology (GIH)
SOC 110	Marriage and the Family
SOC 201	Social Problems

**Computer Literacy**

CMP 103	Introduction to Computer Based Systems	3 credits
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**Options**

0-3 credits

Select one course from this list. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

AJS 101	Introduction to Criminal Justice
AJS 225	Criminology
ANT 101	Introduction to Physical Anthropology
ANT 102	Introduction to Cultural Anthropology (GIH)
ANT 110	Mexican-American Culture
ANT 120	Indian American Culture
ANT 211	Women in Cross-Cultural Perspective (GIH)
ANT 220	Principles of Archaeology
ANT 222	Buried Cities and Lost Tribes (GIH)
ART 133	World Art I (GIH)
ART 134	World Art II (GIH)
BUA 221	Principles of Macroeconomics (GIH)
BUA 223	Principles of Microeconomics
ENG 201	World Literature I (IW) or (GIH)
ENG 202	World Literature II (IW) or (GIH)
ENG 217	Writing Reflective Essays (IW) or (GIH)
ENG 218	Writing About Literature (IW)
ENG 221	English Literature I (IW)
ENG 222	English Literature II (IW)
ENG 241	American Literature I (IW) or (GIH)
ENG 242	American Literature II (IW) or (GIH)
FRE 201	Intermediate French I
FRE 202	Intermediate French II
HIS 101	U.S. History I (GIH)
HIS 102	U.S. History II (GIH)
HIS 104	Western Civilization I (GIH)
HIS 105	Western Civilization II (GIH)
HIS 220	History of Mexico (GIH)

- Any Lab Science courses
- Any Language above 200 level
- Any Mathematics courses MAT 140 or higher except MAT 156 and MAT 157
- MUS 101 World of Music (GIH)
- PHI 101 Introduction to Philosophy (GIH)
- POS 110 United States National Politics (GIH)
- PSY 101 Introduction to Psychology
- PSY 230 Social Psychology

PSY 240	Abnormal Psychology
PSY 250	Developmental Psychology
PSY 270	Experimental Psychology (IW)
SOC 101	Introduction to Sociology (GIH)
SOC 110	Marriage and the Family
SOC 201	Social Problems
SPA 201	Intermediate Spanish I
SPA 202	Intermediate Spanish II
SPC 150	Oral Interpretation of Literature
SPC 201	Public Speaking (IW)
THC 105	Introduction to Theatre (GIH)

**Total Minimum Certificate Requirements 36 credits**

In order to earn this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

## ARIZONA GENERAL EDUCATION CURRICULUM S (AGEC-S)

### Certificate for Transfer 30002

Advisors: [David Morris](#), [Gina Roebuck](#), [Kenny Smith](#)

Upon completion of this certificate, the student fulfills the lower-division General Education requirements at the University of Arizona, Arizona State University and Northern Arizona University. Students are strongly advised to complete an associate degree after completing this certificate.

AGEC-S. This General Education Program is intended for students majoring in a math or science curriculum.

To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

MAT 220	Calculus I	5 credits
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#### Lab Science

8 credits

Select two sequenced courses from this list. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

BIO 181	General Biology I
BIO 182	General Biology II
BIO 201	Human Anatomy and Physiology I
BIO 202	Human Anatomy and Physiology II
CHM 151	General Chemistry I
CHM 152	General Chemistry II
CHM 235	General Organic Chemistry I
CHM 236	General Organic Chemistry II (IW)
PHY 111	General Physics I
PHY 112	General Physics II
PHY 211	Physics with Calculus I
PHY 212	Physics with Calculus II

#### Humanities

6 credits

Select two courses from this list. You must choose from at least two different departments. At least one course must be from the Fine Arts (designated with **bold type**). If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

<b>ART 133</b>	<b>World Art I (GIH)</b>
<b>ART 134</b>	<b>World Art II (GIH)</b>
ENG 201	World Literature I (IW) or (GIH)

ENG 202	World Literature II (IW) or (GIH)
ENG 217	Writing Reflective Essays (IW) or (GIH)
ENG 218	Writing About Literature (IW)
ENG 221	English Literature I (IW)
ENG 222	English Literature II (IW)
ENG 241	American Literature I (IW) or (GIH)
ENG 242	American Literature II (IW) or (GIH)
<b>MUS 101</b>	<b>World of Music (GIH)</b>
PHI 101	Introduction to Philosophy (GIH)
<b>SPC 150</b>	<b>Oral Interpretation of Literature</b>
<b>SPC 201</b>	<b>Public Speaking (IW)</b>
<b>THC 105</b>	<b>Introduction to Theatre (GIH)</b>

#### Social Sciences

6 credits

Select two courses from this list. You must choose from at least two different departments. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

AJS 101	Introduction to Criminal Justice
AJS 225	Criminology
ANT 101	Introduction to Physical Anthropology
ANT 102	Introduction to Cultural Anthropology (GIH)
ANT 110	Mexican-American Culture
ANT 120	Indian American Culture
ANT 211	Women in Cross-Cultural Perspective (GIH)
ANT 220	Principles of Archaeology
ANT 222	Buried Cities and Lost Tribes (GIH)
BUA 221	Principles of Macroeconomics (GIH)
BUA 223	Principles of Microeconomics
HIS 101	U.S. History I (GIH)
HIS 102	U.S. History II (GIH)
HIS 104	Western Civilization I (GIH)
HIS 105	Western Civilization II (GIH)
HIS 220	History of Mexico (GIH)
POS 110	United States National Politics (GIH)
PSY 101	Introduction to Psychology
PSY 230	Social Psychology
PSY 240	Abnormal Psychology
PSY 250	Developmental Psychology
PSY 270	Experimental Psychology (IW)
SOC 101	Introduction to Sociology (GIH)
SOC 110	Marriage and the Family
SOC 201	Social Problems

#### Options

8 credits

For this certificate, you must select two additional courses. Eligible courses include any of the Lab Science courses or any math courses MAT 230 or higher. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

### Total Minimum Certificate Requirements 39 credits

In order to earn this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

## ART

### Associate of Arts Degree AA-SR 60402

OR

## ART EDUCATION

### Associate of Arts Degree AA-SR 60401

Advisor: [Kenny Rhodes](#)

This curriculum provides the first two years of a four-year program in art at a professional art school or at a college of fine arts at one of the state's public universities. Upon completion of one of these degrees at EAC, you will be able to transfer into a four-year college or university program. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](#) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs. If you plan to terminate formal education after attending EAC and seek employment immediately upon graduation, the EAC Advertising Design curriculum may be a better choice than these degrees. You are advised to take one or more art courses before making serious plans for a career in art.

#### Curriculum Requirements

ART 101	Fundamentals of Design	3 credits
ART 102	Color and Design	3 credits
ART 111	Drawing	3 credits
ART 114	Figure Drawing	3 credits
ART 147	Beginning Oil Painting I	3 credits
ART 151	Beginning Sculpture I	2 credits
ART 161	Beginning Ceramics I	2 credits
ART 285	Printmaking	3 credits

*Total Curriculum Requirements* 22 credits

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

Select from list on pages 46-47. 3 credits

#### Lab Science

Select from list on pages 46-47. 8 credits

#### Humanities

ART 133	World Art I (GIH)	3 credits
ART 134	World Art II (GIH)	3 credits

Another Humanities course from list on pages 46-47 which also fulfills the Intensive Writing Requirement. 3 credits

#### Social Sciences

Choose from Social Sciences list on pages 46-47. Choose courses from more than one department. 6 credits

#### Options

Choose one course from list on pages 46-47. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections. 3 credits

*Total General Education Requirements* 35 credits

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

#### Elective Requirements

To obtain this degree you must take a minimum of seven credit hours of approved elective courses numbered 100 or above. Approved courses are listed in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report.

*Total Elective Requirements* 7 credits

#### Total Minimum Degree Requirements 64 credits

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## AUTOMOTIVE SERVICE CONSULTANT

### Certificate of Proficiency 30633

Advisor: [Brian Coppola](#)

The Automotive Service Consultant certificate program develops skills necessary for entry into the automotive service consultant/advisor career area. The program is designed to provide in one year much of the basic automotive skills training needed to be productive and efficient in an automotive service consultant/advisor position. Additionally, the certificate program provides salesmanship and customer communication training necessary for this career area.

#### Curriculum Requirements

Select at least 20 credits from the following courses:

AUT 101	Introduction to Automotive Technology <u>OR</u>	
AUT 180	Automotive Service Techniques	2 to 4 credits
AUT 105	Automotive Electrical Fundamentals	2 credits
AUT 106	Internal Combustion Engines <u>OR</u>	
DSL 120	Diesel Engines	4 credits
AUT 107	Automotive Electrical Systems and Equipment <u>OR</u>	2 credits
DSL 130	Diesel Electrical Systems Design and Diagnosis	3 credits
AUT 110	Fuel and Emission Systems	2 to 3 credits
AUT 131	Steering and Suspension Systems	3 credits
AUT 132	Automotive Brake Systems	2 credits
AUT 266	Vehicle Heating and Air Conditioning	3 credits

#### Curriculum Related Requirements

Select at least 9 credits from the following courses:

AUT 297	Workshop <u>OR</u>	
AUT 299	Independent Study	1 to 3 credits
BUS 160	Communication for the Occupations	3 credits
CMP 101	Introduction to Computers <u>OR</u>	

CMP 103	Introduction to Computer Based Systems	3 credits
COE 101	Cooperative Education I (Occupational) <u>OR</u>	
TEC 191	Industry Internship I	1 to 3 credits
SBM 101	Sales and Customer Service	3 credits

**Total Minimum Certificate Requirements 29 credits**

- In order to obtain this certificate you must:
- Complete each required course above with a grade of "C" or better.
  - File a petition for certificate with your advisor.
  - Remove any indebtedness to the College.
  - Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## AUTOMOTIVE SERVICE TECHNOLOGY

### Associate of Applied Science Degree 20601

Advisor: [Brian Coppola](#)



EAC supports ASE certification of technicians

The Automotive Service Technology degree provides an opportunity for all students to develop and upgrade skills needed to be productive and successful upon entry into several automotive service and repair occupations. Additionally, this program develops the career skills necessary for an individual to move into sales, business management, or supervisory positions. The Automotive Service Technology program is recognized for its high level of achievement by meeting local and national industry standards. The degree course work will help prepare students for ASE certification tests.

#### Curriculum Requirements

AUT 105	Automotive Electrical Fundamentals	2 credits
AUT 106	Internal Combustion Engines <u>OR</u>	
DSL 120	Diesel Engines	4 credits
AUT 107	Automotive Electrical Systems and Equipment <u>OR</u>	
DSL 130	Diesel Electrical Systems Design and Diagnosis	2 to 3 credits
AUT 110	Fuel and Emission Systems	2 to 3 credits
AUT 120	Manual Transmission and Drive Train	3 credits
AUT 131	Steering and Suspension Systems	3 credits
AUT 132	Automotive Brake Systems	2 credits
AUT 180	Automotive Service Techniques <u>OR</u>	
AUT 101	Introduction to Automotive Technology	2 to 4 credits
AUT 220	Automotive Electronics and Computerized Vehicle Controls	3 credits
AUT 230	Automatic Transmissions	4 credits
AUT 260	Vehicle Performance and Diagnosis	3 credits
AUT 266	Vehicle Heating and Air Conditioning	3 credits
AUT 280	Advanced Shop <u>OR</u>	
TEC 191	Industry Internship I	3 credits

Choose at least 6-10 additional credits from the following to obtain the 46 credits of Curriculum Requirements:

AUT 150	Automotive Painting and Refinishing	3 credits
AUT 297	Workshop <u>OR</u>	
AUT 299	Independent Study	1 to 3 credits
BUS 160	Communication for the Occupations <u>OR</u>	

SBM 101	Sales and Customer Service	3 credits
COE 111	Cooperative Education I (Occupational)	1 to 4 credits
COE 101	Job Seeking Strategies	2 credits
CSL 109	Orientation to Student Success	1 credit
MSP 101	Fundamentals of Machine Shop <u>OR</u>	2 credits
MSP 104	Machine Shop	4 credits
SBM 110	Introduction to Entrepreneurship	3 credits
SBM 231	Business Planning	1 credit
TEC 112	Basic Hydraulics and Pneumatics	2 credits
WLD 108	Oxyacetylene Welding and Metal Fabrication	3 credits
WLD 101	Welding	2 to 3 credits
WLD 201	Repair Welding and Fabrication	3 credits
WLD 260	Flux Cored Arc and Gas Metal Arc Welding	3 credits

**Total Curriculum Requirements 46 credits with a GPA of 2.00 or higher**

#### General Education Requirements

**Computers**

CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits

**Mathematics/ English**

BUS 111	Business Mathematical Calculations <u>AND/OR</u>	
ENG 100	Writing Fundamentals or higher	3 to 6 credits

An additional 9-12 credits are to be selected from the list of General Education courses on pages 45-46. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education where the maximum is two credits.

**Total General Education Requirements 18 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

#### Total Minimum Degree Requirements 64 credits

In addition to completing each of the courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
  - Attain a cumulative grade point average of 2.00 or higher.
  - Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
    1. EAC COMPASS reading assessment test score of 60 or higher\*
    2. EAC ASSET reading assessment test score of 35 or higher\*
    3. ACT Assessment Reading score of 14 or higher\*
    4. SAT verbal score of 530 or higher\*
    5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
    6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*
- \*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.
- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
  - Remove any indebtedness to the College.

## AUTOMOTIVE TECHNICIAN

### Certificate of Proficiency

30605

Advisor: [Brian Coppola](#)

The Automotive Technician certificate program is designed to provide in one year much of the basic automotive skills training needed to be productive in an automotive service facility. Additionally, this certificate will help prepare the student for ASE certification tests.

#### Core Automotive Curriculum Requirements

Select at least 10 credits from the following courses:

AUT 105	Automotive Electrical Fundamentals	2 credits
AUT 106	Internal Combustion Engines <u>OR</u>	
DSL 120	Diesel Engines	4 credits
AUT 107	Automotive Electrical Systems and Equipment	2 credits
AUT 101	Introduction to Automotive Technology <u>OR</u>	
AUT 180	Automotive Service Techniques	2 to 4 credits
AUT 280	Advanced Shop <u>OR</u>	3 credits
TEC 191	Industry Internship I	2 credits

#### Driveability Area Curriculum Requirements

Select at least 5 credits from the following courses:

AUT 110	Fuel and Emission Systems	2 to 3 credits
AUT 220	Automotive Electronics and Computerized Vehicle Controls	3 credits
AUT 260	Vehicle Performance and Diagnosis	3 credits

#### Chassis & Power Train Area Curriculum Requirements

Select at least 8 credits from the following courses:

AUT 120	Manual Transmission and Drive Train	3 credits
AUT 131	Steering and Suspension Systems	3 credits
AUT 132	Automotive Brake Systems	2 credits
AUT 230	Automatic Transmissions	4 credits
AUT 266	Vehicle Heating and Air Conditioning	3 credits

#### Curriculum Related Requirements

Select at least 6 credits from the following courses:

AUT 297	Workshop <u>OR</u>	
AUT 299	Independent Study	1 to 3 credits
CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits
COE 101	Job Seeking Strategies <u>OR</u>	
COE 111	Cooperative Education I (Occupational)	1 to 3 credits
MSP 101	Fundamentals of Machine Shop <u>OR</u>	2 credits
MSP 104	Machine Shop	4 credits
WLD 101	Welding <u>OR</u>	2 to 3 credits
WLD 108	Oxyacetylene Welding and Metal Fabrication	3 credits

#### Total Minimum Certificate Requirements 29 credits

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better
- File a petition for certificate with your advisor
- Remove any indebtedness to the College
- Complete at least 15 credits at Eastern Arizona College

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## BASIC PEACE OFFICER ACADEMY

### Certificate of Proficiency

30811

Advisor: [Robert Smith](#)

This certificate is designed to prepare you for entry-level employment with an Arizona law enforcement agency as a certified Peace Officer. All of the academy training is state mandated and certified by the Arizona Peace Officer Standards and Training Board (AzPOST). Specific state requirements must be met to enroll in AJS 115 and AJS 215. Contact the Administration of Justice advisor for details.

Upon successful completion of this certificate, you will have fulfilled the following courses towards the Administration of Justice AAS or AA degrees:

AJS 102	Criminal Law
AJS 103	Criminal Investigation
AJS 120	Police Communications
AJS 140	The Traffic Function
AJS 155	Firearms
AJS 202	Substantive Criminal Law
AJS 266	The Police Function

#### Curriculum Requirements

AJS 115	Basic Peace Officer Academy I	15 credits
AJS 215	Basic Peace Officer Academy II	15 credits

#### Total Minimum Certificate Requirements 30 credits

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- EAC COMPASS writing placement score of 70 or higher entered into your student record, OR
- Completion of ENG 100, Writing Fundamentals or higher with a grade of "C" or better.

## BIOLOGICAL SCIENCE

### Associate of Science Degree

AS-SR 80701

Advisors: [Ed Butler](#), [Tammy Gillespie](#), [Dave Henson](#),

This degree will meet the requirements for the first two years of a four-year program in a college of arts and science at Arizona's public universities. Upon graduation with this AS degree, you may enter upper-division work in any one of the life science fields (biology, botany, zoology, or other specialized area). Or, you may enter a college of education to major in biological science with the intention of teaching in a secondary school upon completing a bachelor's degree and obtaining a teacher's certificate. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

#### Curriculum Requirements

BIO 181	General Biology I	4 credits
BIO 182	General Biology II	4 credits
MAT 160	Introduction to Statistics	3 credits
PHY 111	General Physics I	4 credits
PHY 112	General Physics II	4 credits

#### Total Curriculum Requirements 19 credits

## General Education Requirements

AGEC-S. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course. CHM 236 satisfies this requirement. Another course must be designated as a Global/International/Historical Awareness course.

### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

### Mathematics

MAT 220	Calculus I	5 credits
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### Lab Science

CHM 151	General Chemistry I	4 credits
CHM 152	General Chemistry II	4 credits
CHM 235	General Organic Chemistry I	4 credits
CHM 236	General Organic Chemistry II (IW)	4 credits

### Humanities

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 6 credits

### Social Sciences

Select from Social Sciences list on pages 46-47. Choose courses from more than one department. 6 credits

**Total General Education Requirements 39 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

## Elective Requirements

To obtain this degree you must take a minimum of six credit hours of approved elective courses numbered 100 or above. Approved courses are listed in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report.

**Total Elective Requirements 6 credits**

**Total Minimum Degree Requirements 64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## BOOKKEEPING

### Certificate of Proficiency

**30104**

Advisor: [Michael Fox](#)

This certificate will prepare you for entry-level positions in bookkeeping and accounting.

### Curriculum Requirements

AIS 117	Electronic Keyboarding I <u>OR</u>	
AIS 118	Electronic Keyboarding II	3 credits
AIS 214	The Office Professional	3 credits
BUS 101	Fundamentals of Accounting <u>OR</u>	
BUA 233	Uses of Accounting Information I	3 to 4 credits
BUS 111	Business Mathematical Calculations	3 credits
BUS 205	Computerized Accounting with QuickBooks <u>OR</u>	
CMP 110R	QuickBooks	1 credit
CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits

**Total Minimum Certificate Requirements 16 to 17 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

## BUSINESS

### Associate of Applied Science Degree 20105 (Available On Campus and Online)

Advisor: [Michael Fox](#)

This degree provides you with a general business background.

### Curriculum Requirements

BUA 101	Introduction to Business	3 credits
BUS 101	Fundamentals of Accounting <u>OR</u>	
BUA 233	Uses of Accounting Information I	3 to 4 credits
BUA 221	Principles of Macroeconomics	3 credits
BUA 245	Legal Environment of Business	3 credits
BUS 251	Human Relations	3 credits

Choose at least 26-27 additional credits from the following list to obtain the required 42 credits of Curriculum Requirements:

AIS 117	Electronic Keyboarding I <u>OR</u>	
AIS 118	Electronic Keyboarding II	3 credits
AIS 214	The Office Professional	3 credits
AIS 237	Word Processing Applications	3 credits
BUS 160	Communication for the Occupations	3 credits
BUS 171	International Business	3 credits
BUS 211	Retail Management	3 credits
BUS 221	Human Resource Management	3 credits
CMP 101	Introduction to Computers	3 credits
CMP 113	Windows Operating System I	3 credits
CMP 161	Electronic Spreadsheet with Microsoft Excel <u>OR</u>	
CMP 170	Database Management with Microsoft Access	3 credits
CMP 205	Data Communications	3 credits
COE 101	Job Seeking Strategies	1 credit
COE 111	Cooperative Education I (Occupational)	1 to 4 credits
COE 112	Cooperative Education II (Occupational)	1 to 4 credits
SBM 110	Introduction to Entrepreneurship	3 credits
SBM 111	Marketing	3 credits
SBM 121	Supervision	3 credits

**Total Curriculum Requirements 42 credits**

## General Education Requirements

### English

ENG 100	Writing Fundamentals <b>OR</b>	
ENG 101	Written Communications I	3 credits

### Mathematics

BUS 111	Business Mathematical Calculations	3 credits
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An additional 12 credits, including at least one course from a GE category other than English or Mathematics, are to be selected from the list of General Education courses on pages 45-46. You may not exceed nine credits in any GE Category, with the exception of Health and Physical Education, where the maximum is two credits.

**Total General Education Requirements** **18 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Total Elective Requirements** **4 credits**

### Total Minimum Degree Requirements **64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 60 or higher\*
  2. EAC ASSET reading assessment test score of 35 or higher\*
  3. ACT Assessment Reading score of 14 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
  6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## BUSINESS ADMINISTRATION

### Associate of Business Degree

#### ABus 70101

Advisor: [Michael Fox](#)

This degree prepares students to transfer to a college or university and pursue a bachelor's degree in Business Administration. Upon obtaining the bachelor's degree, you are prepared for employment in fields such as Accounting, Computer Information Systems, Economics, Finance, Management or Marketing. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

### Curriculum Requirements

A grade of "C" or better in each of the following courses along with a

cumulative grade point average of 2.5 or better is required for admission to the junior and senior years of a business program at Arizona's state universities.

BUA 221	Principles of Macroeconomics	3 credits
BUA 223	Principles of Microeconomics	3 credits
BUA 233	Uses of Accounting Information I	4 credits
BUA 243	Uses of Accounting Information II	3 credits
BUA 245	Legal Environment of Business	3 credits
MAT 160	Introduction to Statistics	3 credits
MAT 171	Finite Mathematics	4 credits

**Total Curriculum Requirements** **23 credits**

### Curriculum Related Requirements

Any EAC courses from the BUA, BUS, or SBM Departments. The courses selected must be listed in the Course Equivalency Guide as an elective or better to all three major Arizona universities. You may obtain a copy of the Arizona Course Equivalency Guide on the Internet at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG)

**Total Curriculum Related Requirements** **5 credits**

### General Education Requirements

AGEC-B. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

### Computer Literacy

CMP 103	Introduction to Computer Based Systems	3 credits
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### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

### Mathematics

MAT 210	Elements of Calculus	4 credits
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### Lab Science

Select two courses from the list on pages 46-47. **8 credits**

### Humanities

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. **6-9 credits**

### Social Sciences

Choose from Social Sciences list on pages 46-47. Choose courses from more than one department. **6-9 credits**

**Total General Education Requirements** **36 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

### Total Minimum Degree Requirements **64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## BUSINESS EDUCATION

### Associate of Arts Degree TG-XR 60101

Advisor: [Dana Barnett](#)

This degree prepares students to transfer to a college or university and pursue a bachelor's degree in Business Education. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

#### Curriculum Requirements

A grade of "C" or better in each of the following courses along with a cumulative grade point average of 2.5 or better is required for admission to the junior and senior years of a business program at Arizona's state universities.

BUA 233	Uses of Accounting Information I	4 credits
BUA 243	Uses of Accounting Information II	3 credits
CMP 103	Introduction to Computer Based Systems	3 credits
EDU 200	Introduction to Education	3 credits
MAT 160	Introduction to Statistics	3 credits

**Total Curriculum Requirements** **16 credits**

#### General Education Requirement

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

##### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

##### Mathematics

MAT 140	College Mathematics <u>OR</u>	
MAT 154	College Algebra	3 or 4 credits

##### Lab Science

Select two courses from the list on pages 46-47. 8 credits

##### Humanities

SPC 201 Public Speaking (IW) 3 credits  
 Select two additional courses from Humanities list on pages 46-47. 6 credits

##### Social Sciences

BUA 221	Principles of Macroeconomics (GIH)	3 credits
BUA 223	Principles of Microeconomics	3 credits
POS 110	United States National Politics (GIH)	3 credits

**Total General Education Requirements** **35 to 36 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

#### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education

Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

#### Recommended Electives

AIS 214	The Office Professional	3 credits
AIS 237	Word Processing Applications	3 credits
AIS 238	Advanced Office Applications	3 credits
BUA 245	Legal Environment of Business	3 credits
CMP 121	Visual Basic Programming I	3 credits
POS 221	Arizona Constitution and Government	1 credit
SBM 110	Introduction to Entrepreneurship	3 credits
SBM 121	Supervision	3 credits

**Total Elective Requirements** **12 to 13 credits**

#### Total Minimum Degree Requirements **64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

# CHEMISTRY

## Associate of Science Degree AS-SR 80702

Advisors: [Phil McBride](#), [Joel Shelton](#)

This degree prepares students to transfer to a college or university four- or five-year program leading to a bachelor's degree in chemistry. Since program requirements differ between universities, the [official transfer guide](#) ([www.aztransfer.com/transferguides](http://www.aztransfer.com/transferguides)) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs. You should enter this curriculum having completed two years of algebra and one year of chemistry in high school or the equivalent college courses.

### Curriculum Requirements

CHM 235	General Organic Chemistry I	4 credits
CHM 236	General Organic Chemistry II (IWW)	4 credits
MAT 230	Calculus II	4 credits

**Total Curriculum Requirements** 12 credits

### General Education Requirements

AGEC-S. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course. CHM 236 satisfies this requirement. Another must be designated as a Global/International/ Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

MAT 220	Calculus I	5 credits
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#### Lab Science

CHM 151	General Chemistry I	4 credits
CHM 152	General Chemistry II	4 credits
PHY 211	Physics with Calculus I	5 credits
PHY 212	Physics with Calculus II	5 credits

#### Humanities

Select two courses from Humanities list on pages 46-47. Choose courses from more than one department, and one course must be in the Arts. 6 credits

#### Social Sciences

Choose two courses from Social Sciences list on pages 46-47. Choose courses from more than one department. 6 credits

**Total General Education Requirements** 41 credits

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

### Elective Requirements

To obtain this degree you must take a minimum of 11 credit hours of approved elective courses numbered 100 or above. Approved courses are listed in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report.

Language proficiency demonstration: check University Transfer Guides to see if a language proficiency requirement is in place. If so, select courses that will satisfy the language proficiency.

MAT 240 - Calculus III (4 credits) is a requirement for many BA and BS chemistry degrees. Check with an advisor or consult the catalog of the university to which you will be transferring to see if you should take this course.

**Total Elective Requirements** 11 credits

**Total Minimum Degree Requirements** 64 credits

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

# CNC MACHINING

## Certificate of Proficiency 30620

Advisor: [Newell Dryden](#)

The CNC Machining Certificate program prepares the student to work in the machine technology field in the area of CNC programming and CNC machining. Students will develop skills with machine shop math and learn to solve problems with machine shop set-ups on computer controlled machines.

### Curriculum Requirements

MSP 101	Fundamentals of Machine Shop	2 credits
MSP 102	Materials of Industry	3 credits
MSP 104	Machine Shop	4 credits
MSP 201	Machine Tool Methods	3 credits
MSP 250	CNC Programming	4 credits
DRF 150	Dimensioning and Tolerancing	1 credit
DRF 154	Introduction to AutoCAD	2 to 3 credits
ELT 101	Fundamentals of Electricity and Electronics	3 credits
TEC 101	Technical Math I <u>OR</u>	
MAT 120	Intermediate Algebra	4 credits
TEC 102	Technical Math II	4 credits
CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits

**Total Minimum Certificate Requirements** 33 credits

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

## COMMUNITY HEALTH ADVOCATE, DIABETES

### Certificate of Proficiency 31201

Advisor: [Carolyn McCormies](#)

This program prepares advocates for prevention of and education about diabetes. This diabetes-specific curriculum is relevant to any patient/population confronting this disease. The Community Health Advocate program is applicable to both entry-level position and experienced healthcare professionals. The program emphasizes new information on the disease process and recent developments in prevention and management of diabetes.

#### Curriculum Requirements

HCE 100	Basic Health Care Concepts and Skills	4 credits
HCE 108	Preparing Therapeutic Diet	2 credits
HCE 112	Medical Terminology	2 credits
HCE 140	Diabetes Awareness	2 credits
HCE 141	Diabetes Prevention and Control	3 credits
HCE 142	Diabetic Advocacy	3 credits

#### Total Minimum Certificate Requirements **16 credits**

- In order to obtain this certificate you must:
- Complete each required course above with a grade of "C" or better.
  - File a petition for certificate with your advisor.
  - Remove any indebtedness to the College.
  - Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## COMPUTER ASSISTED DESIGN AND DRAFTING TECHNOLOGY

### Associate of Applied Science Degree 20603

Advisors: [Doug Griffin](#), [Dee Lauritzen](#)

The Computer Assisted Design and Drafting program prepares students to succeed as a CADD technician. This degree specializes in 3 dimensional design concepts, 3D solids and parametric modeling, residential and commercial architectural design and planning, 3D animation, and cartography (map drawing).

#### Curriculum Requirements

BUS 160	Communication for the Occupations	3 credits
DRF 108	Technical Drafting <u>OR</u>	
EGR 120	Engineering Drafting	2 credits
DRF 150	Dimensioning and Tolerancing	1 credit
DRF 160	Descriptive Geometry <u>OR</u>	
EGR 124	Engineering Graphics	3 credits
DRF 170	Residential Architecture	3 credits
DRF 220	Machine Drafting	3 credits
DRF 230	Civil Drafting	3 credits
DRF 232	Structural Drafting	2 credits
DRF 154	Introduction to AutoCAD	2 to 3 credits
DRF 271	Advanced AutoCAD	2 to 3 credits

DRF 290	Drafting Capstone Project	2 credits
MSP 102	Materials of Industry	3 credits
MSP 104	Machine Shop <u>OR</u>	
MSP 101	Fundamentals of Machine Shop <u>AND</u>	
WLD 101	Welding	4 to 5 credits
TEC 260	Technical Report Writing <u>OR</u>	
ENG 102	Written Communications II	3 credits

Select from the following courses to complete a total of 43 curriculum credits:

ART 101	Fundamentals of Design	2 to 3 credits
ART 102	Color and Design	2 to 3 credits
ART 111	Drawing	1 to 3 credits
AUT 105	Automotive Electrical Fundamentals	2 credits
AUT 180	Automotive Service Techniques	2 credits
CMP 113	Windows Operating System I	3 credits
CMP 121	Visual Basic Programming I	3 credits
CMP 126	Java Programming I	3 credits
CMP 130	C Programming I	3 credits
CMP 151	Information Technology Essentials	3 credits
COE 111	Cooperative Education I (Occupational)	1 to 4 credits
DRF 214	3D Animation	3 credits
DRF 235	ARC Geographic Information Systems I	2 credits
DRF 236	ARC Geographic Information Systems II	3 credits
DRF 262	Commercial Architecture	2 to 3 credits
DRF 263	CAD for Industry	2 to 3 credits
DRF 284	Advanced Animation	3 credits
DRF 299	Independent Study	1 to 3 credits
EGR 102	Introduction to Engineering	4 credits
EGR 214	Engineering Mechanics I - Statics	3 credits
EGR 215	Engineering Mechanics II - Dynamics	3 credits
EGR 233	Mechanics of Materials	3 credits
EGR 250	Plane Surveying	3 credits
ELT 101	Fundamentals of Electricity and Electronics	3 credits
IAR 101	Woodworking	2 to 3 credits
IAR 110	Upholstery	3 credits
IAR 120	Machine Woodworking	2 to 3 credits
MDC 180	Video Editing I	3 credits
MSP 108	Introduction to Oxyacetylene Welding and Metal Fabrication	3 credits
MSP 110	Welding	2 credits
MSP 250	CNC Programming	4 credits
MSP 260	Pattern Making and Foundry	2 credits
MSP 270	Advanced Machine Shop	5 credits
THC 231	Stagecraft	3 credits
THC 236	Introduction to Scene Design	3 credits

**Total Curriculum Requirements** **43 credits with a GPA of 2.00 or higher**

#### General Education Requirements

<b>English</b>		
ENG 100	Writing Fundamentals <u>OR</u>	
ENG 101	Written Communications I	3 credits
<b>Computers</b>		
CMP 103	Introduction to Computer Based Systems	3 credits
<b>Mathematics</b>		
Option #1:		
TEC 101	Technical Math I <u>OR</u>	
MAT 120	Intermediate Algebra <u>AND</u>	
TEC 102	Technical Math II	8 credits
Option #2:		
MAT 154	College Algebra <u>AND</u>	
MAT 181	Plane Trigonometry	7 credits

Option #3: 5 credits  
 MAT 187 Precalculus  
 Select a sufficient number of credits from the list of General Education courses on pages 45-46 to obtain the 18 credits required. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education where the maximum is two credits.

**Total General Education Requirements 18 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

**Elective Requirements**

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

Total Elective Requirements 3 credits

**Total Minimum Degree Requirements 64 credits**

In addition to completing the required courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 60 or higher\*
  2. EAC ASSET reading assessment test score of 35 or higher\*
  3. ACT Assessment Reading score of 14 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
  6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## COMPUTER ASSISTED DESIGN AND DRAFTING TECHNOLOGY – LEVEL I

**Certificate of Proficiency**

**30618**

Advisors: [Doug Griffin](#), [Dee Lauritzen](#)

The Level I Computer Assisted Design and Drafting Certificate program prepares students to succeed as a CADD technician. This certification provides students with competencies in the following areas: manual drafting, 3D solid modeling, and residential architectural design.

**Curriculum Requirements**

DRF 108	Technical Drafting <u>OR</u>	
EGR 120	Engineering Drafting	2 credits
DRF 170	Residential Architecture	3 credits
DRF 154	Introduction to AutoCAD	2 to 3 credits
DRF 271	Advanced AutoCAD	2 to 3 credits

Select from the following additional CADD courses to complete a minimum of 17 credits:

DRF 150	Dimensioning and Tolerancing	1 credit
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DRF 160	Descriptive Geometry <u>OR</u>	
EGR 124	Engineering Graphics	3 credits
DRF 214	3D Animation	3 credits
DRF 220	Machine Drafting	3 credits
DRF 230	Civil Drafting	3 credits
DRF 232	Structural Drafting	2 credits
DRF 262	Commercial Architecture	2 to 3 credits

**Total Minimum Certificate Requirements 17 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
  - File a petition for certificate with your advisor.
  - Remove any indebtedness to the College.
  - Complete at least 15 credits at Eastern Arizona College.
- You must also complete an academic requirement by one of the following methods:
- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
  - EAC COMPASS writing placement score of 70 or higher entered into your student record.
  - Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
  - Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
  - EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## COMPUTER ASSISTED DESIGN AND DRAFTING TECHNOLOGY – LEVEL II

**Certificate of Proficiency**

**30613**

Advisors: [Doug Griffin](#), [Dee Lauritzen](#)

The Computer Assisted Design and Drafting Certificate program prepares students to succeed as a CADD technician. This certification provides students with competencies in the following areas: manual drafting, 3D solid modeling, and residential architectural design.

**Curriculum Requirements**

DRF 108	Technical Drafting <u>OR</u>	
EGR 120	Engineering Drafting	2 credits
DRF 150	Dimensioning and Tolerancing	1 credit
DRF 160	Descriptive Geometry <u>OR</u>	
EGR 124	Engineering Graphics	3 credits
DRF 170	Residential Architecture	3 credits
DRF 154	Introduction to AutoCAD	2 to 3 credits
DRF 271	Advanced AutoCAD	2 to 3 credits

Select one of the following: 3 to 5 credits

MSP 102	Materials of Industry	
MSP 104	Machine Shop	
MSP 101	Fundamentals of Machine Shop <u>AND</u>	
WLD 101	Welding	

**Mathematics**

Option #1:		
TEC 101	Technical Math I <u>OR</u>	
MAT 120	Intermediate Algebra	
TEC 102	Technical Math II	8 credits
Option #2:		
MAT 154	College Algebra	
MAT 181	Plane Trigonometry	7 credits
Option #3:		
MAT 187	Precalculus	5 credits

**Curriculum Requirements 21 to 28 credits**

Select from the following additional CADD courses to complete a minimum of 30 credits.

DRF 214	3D Animation	3 credits
DRF 220	Machine Drafting	3 credits
DRF 230	Civil Drafting	3 credits
DRF 232	Structural Drafting	2 credits
DRF 262	Commercial Architecture	2 to 3 credits
DRF 284	Advanced Animation	3 credits

**Total Minimum Certificate Requirements 30 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

## COMPUTER INFORMATION SPECIALIST

### Associate of Applied Science Degree 20107

Advisors: [Lydia Mata](#), [James McBride](#), [Scott Russell](#)

This is a comprehensive program that prepares you for a variety of computer related positions. It is for the student who is interested in software development and maintenance, software installation and maintenance, networking software installation and maintenance (the systems manager), system design, and computer operations.

#### Curriculum Requirements

CMP 100	Computer Careers	2 credits
CMP 103	Introduction to Computer Based Systems	3 credits
CMP 113	Windows Operating System I	3 credits
CMP 151	Information Technology Essentials	3 credits
CMP 170	Database Management with Microsoft Access	3 credits
CMP 201	Systems and Procedures	3 credits
CMP 250	Networking	3 credits
CMP 272	Web Development I	3 credits
CMP 285	Network Security	3 credits
CMP 291	CIS Practicum	5 credits

Select one programming language (3 credits) from the following:

CMP 121	Visual Basic Programming I	3 credits
CMP 128	C# Programming I	3 credits

**Total Curriculum Requirements 34 credits**

#### Curriculum Related Requirements

Select 6 credits from the following courses:

CMP 152	Information Technology Technician	3 credits
CMP 161	Electronic Spreadsheet with Microsoft Excel	3 credits
CMP 230	Linux System Administration	3 credits
CMP 255	Microsoft Windows Server Administration	3 credits
CMP 280	Database Design and Development	3 credits

**Total Curriculum Related Requirements 6 credits**

To obtain this degree, you must complete all Curriculum and Curriculum Related Requirements with a grade of "C" or better.

#### General Education Requirements

##### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II <u>OR</u>	
ENG 260	Technical Report Writing <u>OR</u>	
TEC 260	Technical Report Writing	3 credits

##### Mathematics

MAT 120	Intermediate Algebra or higher	4 credits
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An additional eight credits, including courses in one area other than English and Mathematics, are to be selected from the list of General

Education courses on pages 45-46. You may not exceed nine credits in any GE Category, with the exception of Health and Physical Education, where the maximum is two credits. Computer courses will not be accepted to fulfill your General Education Requirements.

**Total General Education Requirements 18 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

#### Elective Requirements

You will need to complete six credits of elective courses numbered 100 or higher to complete the 64 credits required for the degree. Additional computer courses may be taken to fulfill your Elective Requirements. This excludes classes already listed in the Curriculum Requirements, Curriculum Related Requirements, and CMP 101.

**Total Elective Requirements 6 credits**

**Total Minimum Degree Requirements 64 credits**

In addition to completing the required courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
  - Attain a cumulative grade point average of 2.00 or higher.
  - Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
    1. EAC COMPASS reading assessment test score of 60 or higher\*
    2. EAC ASSET reading assessment test score of 35 or higher\*
    3. ACT Assessment Reading score of 14 or higher\*
    4. SAT verbal score of 530 or higher\*
    5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
    6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*
- \*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.
- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
  - Remove any indebtedness to the College.

## COMPUTER INFORMATION SYSTEMS

### Associate of Business Degree

#### ABus-SR 70102

Advisors: [Lydia Mata](#), [James McBride](#), [Scott Russell](#)

This degree prepares you to transfer to a college or university and pursue a bachelor's degree in Computer Information Systems. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

Upon completion of a four-year program at a college or university, you will be prepared for employment as a:

- Computer specialist in marketing, finance and accounting
- Systems analyst and designer
- Information system consultant and computer auditor
- Applications designer and programmer
- Networking system designer and manager

#### Curriculum Requirements

BUA 233	Uses of Accounting Information I	4 credits
BUA 243	Uses of Accounting Information II	3 credits

BUA 245	Legal Environment of Business	3 credits
CMP 128	C# Programming I	3 credits
CMP 201	Systems and Procedures	3 credits
MAT 160	Introduction to Statistics	3 credits
MAT 171	Finite Mathematics	4 credits

**Total Curriculum Requirements** 23 credits

### General Education Requirements

AGEC-B. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### Computer Literacy

CMP 103	Introduction to Computer Based Systems	3 credits
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#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

MAT 210	Elements of Calculus	4 credits
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#### Lab Science

Select two Lab Science courses from list on pages 46-47. 8 credits

#### Humanities

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 6 credits

#### Social Sciences

BUA 221	Principles of Macroeconomics (GIH)	3 credits
BUA 223	Principles of Microeconomics	3 credits
Another Social Sciences course from list on pages 46-47.		3 credits

**Total General Education Requirements** 36 credits

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

### Elective Requirements

To obtain this degree you must take a minimum of five credit hours of approved elective courses numbered 100 or above. Approved courses are listed in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report.

**Total Elective Requirements** 5 credits

### Total Minimum Degree Requirements 64 credits

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of

the semester in which graduation is anticipated and pay the Graduation Fee of \$25.

- Remove any indebtedness to the College.

## COSMETOLOGY

### Associate of Applied Science Degree 2011

Advisors: [Gayrene Claridge](#), [Janice Lawhorn](#)

The Cosmetology program provides students an opportunity to apply Cosmetology practices and principles in a simulated salon environment. Upon successful completion of the program, students will be eligible to take the Arizona State Board of Cosmetology Examination. Classes meet approximately eight hours a day, five days a week for 10½ months in order to obtain the 1600 hours training necessary to qualify for the state exam. The Cosmetology program normally begins the last week of July and ends in mid-June the following year. A second cohort begins in January and ends in mid-December with a mid-summer break. The Cosmetology curriculum requirements can be completed in one academic year. Students can continue their education and complete an Associate of Applied Science degree by taking eighteen General Education credits and two elective credits.

In addition to general tuition, a fee of \$180.00 per credit hour is required for all Cosmetology courses. Cosmetology scholarships are available for those who qualify. Contact Eastern Arizona Academy of Cosmetology or EAC for more information. Entry into the Cosmetology program requires prior admission. For admission procedures to the Cosmetology program, contact Eastern Arizona Academy of Cosmetology, (928) 348-8878.

### Curriculum Requirements

COS 101	Theory of Cosmetology I	2 credits
COS 103	Theory of Cosmetology II	2 credits
COS 105	Theory of Cosmetology III	2 credits
COS 111	Permanent Waving, Shampooing, and Hairstyling I	4 credits
COS 113	Permanent Waving, Shampooing, and Hairstyling II	4 credits
COS 115	Permanent Waving, Shampooing, and Hairstyling III	3 credits
COS 117	Permanent Waving, Shampooing, and Hairstyling IV	2 credits
COS 121	Manicuring, Hand and Arm Massage I	1 credit
COS 123	Manicuring, Hand and Arm Massage II	1 credit
COS 125	Manicuring I	4 credits
COS 127	Manicuring II	4 credits
COS 131	Haircutting, Scalp Treatment, Tinting, and Facial I	5 credits
COS 133	Haircutting, Scalp Treatment, Tinting, and Facial II	4 credits
COS 135	Haircutting, Scalp Treatment, Tinting, and Facial III	4 credits
COS 137	Haircutting, Scalp Treatment, Tinting, and Facial IV	2 credits

**Total Curriculum Requirements** 44 credits

### General Education Requirements

#### Computers

CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits

#### English

ENG 100	Writing Fundamentals <u>OR</u>	
ENG 101	Written Communications I	3 credits

#### Mathematics

BUS 111	Business Mathematical Calculations <u>OR</u>	
MAT 120	Intermediate Algebra	3 or 4 credits

**Lab Science**

CHM 138 An Introduction to General, Organic, and Biological Chemistry 4 credits

An additional 4-5 credits are to be selected from the list of General Education courses on pages 45-46. You may not exceed 9 credits in any GE category, with the exception of Health and Physical Education, where the maximum is two credits.

**Total General Education Requirements 18 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

**Elective Requirements**

To obtain this degree you must complete a minimum of 64 credits. You will need two credits of elective courses numbered 100 or higher.

**Total Elective Requirements 2 credits**

**Total Minimum Degree Requirements 64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 60 or higher\*
  2. EAC ASSET reading assessment test score of 35 or higher\*
  3. ACT Assessment Reading score of 14 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
  6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

**COSMETOLOGY**

**Certificate of Proficiency**

**30110**

**Advisors:** [Gayrene Claridge](#), [Janice Lawhorn](#)

The Cosmetology program provides students an opportunity to apply Cosmetology practices and principles in a simulated salon environment. Upon successful completion of the program, students will be eligible to take the Arizona State Board of Cosmetology Examination. Classes meet approximately eight hours a day, five days a week for 10½ months in order to obtain the 1600 hours training necessary to qualify for the state exam. The Cosmetology program normally begins the last week of July and ends in mid-June the following year. A second cohort begins in January and ends in mid-December with a mid-summer break. The Cosmetology curriculum requirements can be completed in one academic year.

In addition to general tuition, a fee of \$180.00 per credit hour is required for all Cosmetology courses. Cosmetology scholarships are available for those who qualify. Contact Eastern Arizona Academy of Cosmetology or EAC for more information. Entry into the Cosmetology program requires prior admission. For admission procedures to the Cosmetology program, contact Eastern Arizona Academy of Cosmetology, (928) 348-8878.

Special Note: A high school program is also offered to qualified students through a joint technological school district. The high school program meets four hours a day, five days a week, and eight hours a day on a minimum of one Saturday a month during the regular school year. The high school program will take two years to complete if students enter the program as juniors. High school students entering as seniors can continue their program after high school graduation.

**Curriculum Requirements**

COS 101	Theory of Cosmetology I	2 credits
COS 103	Theory of Cosmetology II	2 credits
COS 105	Theory of Cosmetology III	2 credits
COS 111	Permanent Waving, Shampooing, and Hairstyling I	4 credits
COS 113	Permanent Waving, Shampooing, and Hairstyling II	4 credits
COS 115	Permanent Waving, Shampooing, and Hairstyling III	3 credits
COS 117	Permanent Waving, Shampooing, and Hairstyling IV	2 credits
COS 121	Manicuring, Hand and Arm Massage I	1 credit
COS 123	Manicuring, Hand and Arm Massage II	1 credit
COS 125	Manicuring I	4 credits
COS 127	Manicuring II	4 credits
COS 131	Haircutting, Scalp Treatment, Tinting, and Facial I	5 credits
COS 133	Haircutting, Scalp Treatment, Tinting, and Facial II	4 credits
COS 135	Haircutting, Scalp Treatment, Tinting, and Facial III	4 credits
COS 137	Haircutting, Scalp Treatment, Tinting, and Facial IV	2 credits

**Total Minimum Certificate Requirements 44 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

**COSMETOLOGY INSTRUCTOR**

**Certificate of Proficiency**

**30111**

**Advisors:** [Gayrene Claridge](#), [Janice Lawhorn](#)

The Cosmetology Instructor Certificate program prepares the student for an entry-level position as a Cosmetology Instructor. Emphasis is on classroom management, state rules and regulations, and course instruction. Classes meet to satisfy the 650 hours training necessary to qualify for the Arizona State Board of Cosmetology licensing exam.

In addition to general tuition, a fee of \$180.00 per credit hour is required for all Cosmetology courses. Cosmetology scholarships are available for those who qualify. Contact Eastern Arizona Academy of Cosmetology or EAC for more information. Entry into the Cosmetology program requires prior admission. For admission procedures to the Cosmetology program, contact Eastern Arizona Academy of Cosmetology, (928) 348-8878.

### Curriculum Requirements

COS 201	Science for Cosmetology Instructors	1 credit
COS 203	Management for Cosmetology Instructors	3 credits
COS 205	Instructing in Cosmetology I	3 credits
COS 206	Instructing in Cosmetology II	3 credits
COS 207	Instructing in Cosmetology III	3 credits
COS 208	Instructing in Cosmetology IV	3 credits

### Total Minimum Certificate Requirements 16 credits

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better
  - File a petition for certificate with your advisor
  - Remove any indebtedness to the College
  - Complete at least 15 credits at Eastern Arizona College
- You must also complete an academic requirement by one of the following methods:
- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
  - EAC COMPASS writing placement score of 70 or higher entered into your student record.
  - Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
  - Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
  - EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## DATABASE SUPPORT

### Certificate of Proficiency 30105

Advisors: [Lydia Mata](#), [James McBride](#), [Scott Russell](#)

If you want to complete a faster track, emphasizing specific computer skills and fewer general courses, this certificate is for you. The emphases in this certificate are the three key areas in demand in the office environment at the technical support level including programming in database modes with networking skills for LAN environments.

### Curriculum Requirements

CMP 100	Computer Careers	2 credits
CMP 103	Introduction to Computer Based Systems	3 credits
CMP 113	Windows Operating System I	3 credits
CMP 121	Visual Basic Programming I	3 credits
CMP 128	C# Programming I	3 credits
CMP 170	Database Management with Microsoft Access	3 credits
CMP 250	Networking	3 credits
CMP 280	Database Design and Development	3 credits
CMP 291	CIS Practicum	5 credits

### Total Minimum Certificate Requirements 28 credits

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
  - File a petition for certificate with your advisor.
  - Remove any indebtedness to the College.
  - Complete at least 15 credits at Eastern Arizona College.
- You must also complete an academic requirement by one of the following methods:
- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
  - EAC COMPASS writing placement score of 70 or higher entered into your student record.
  - Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
  - Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
  - EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## EARLY CHILDHOOD EDUCATION

### Associate of Applied Science Degree 20803

Advisor: [JoAnn Morales](#)

This degree builds on the requirements of the Early Childhood Education Certificate of Proficiency and gives the student additional skills to accompany certification in the field.

### Curriculum Requirements

ECE 100	Introduction to Early Childhood Education	3 credits
ECE 102	Early Childhood Curriculum	3 credits
ECE 105	Health, Safety, and Nutrition	3 credits
ECE 110	Infants and Toddlers Development	3 credits
ECE 120	Guiding Children's Social Development	3 credits
ECE 150	Practicum: Direct Field Experience Birth to Preschool	2 credits
ECE 171	Child Growth and Development	3 credits
ECE 210	Home, School, and Community Relations	3 credits
ECE 220	Introduction to Early Childhood Special Education	3 credits
ECE 281	Children's Literature	3 credits

Total Curriculum Requirements 29 credits with a GPA of 2.00 or higher

### General Education Requirements

#### Computers

CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits

#### English

BUS 160	Communication for the Occupations	3 credits
ENG 100	Writing Fundamentals <u>OR</u>	
ENG 101	Written Communications I	3 credits

#### Humanities OR Social Sciences

BUS 251	Human Relations <u>OR</u>	
PSY 101	Introduction to Psychology	3 credits

Select a sufficient number of credits from the list of General Education courses on pages 45-46 to obtain the 18 credits required. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education where the maximum is two credits.

Total General Education Requirements 18 credits

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

Total Elective Requirements 17 credits

### Total Minimum Degree Requirements 64 credits

In addition to completing the required courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the tenth grade level or above by one of the following methods:

1. EAC COMPASS reading assessment test score of 60 or higher\*
2. EAC ASSET reading assessment test score of 35 or higher\*
3. ACT Assessment Reading score of 14 or higher\*
4. SAT verbal score of 530 or higher\*
5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## EARLY CHILDHOOD EDUCATION

### Associate of Applied Science Degree- BAS Track 20805

Advisor: [JoAnn Morales](#)

The Early Childhood Education Associate of Applied Science degree – University Track is intended for students who desire to further their education and complete a Bachelor of Applied Science degree (BAS) from a university. It is a degree that does not lead to teacher certification but fulfills the BAS requirement set by Head Start and other early childhood programs. This degree builds on the requirements of the Early Childhood Education Certificate of Proficiency, the National Credential or CDA and the AAS Degree. The general education requirements provides students with the required courses to fulfill the AGECA.

#### Curriculum Requirements

ECE 100	Introduction to Early Childhood Education	3 credits
ECE 102	Early Childhood Curriculum	3 credits
ECE 105	Health, Safety, and Nutrition	3 credits
ECE 110	Infants and Toddlers Development	3 credits
ECE 120	Guiding Children's Social Development	3 credits
ECE 150	Practicum: Direct Field Experience Birth to Preschool	2 credits
ECE 171	Child Growth and Development	3 credits
ECE 210	Home, School, and Community Relations	3 credits
ECE 220	Introduction to Early Childhood Special Education	3 credits
ECE 281	Children's Literature	3 credits

**Total Curriculum Requirements 29 credits**

#### General Education Requirements

AGECA. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

MAT 140	College Mathematics	3 credits
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#### Lab Science

BIO 100	Biology Concepts	4 credits
	Another Lab Science course from list on pages 46-47.	4 credits

#### Humanities

SPC 201	Public Speaking (IW)	3 credits
	Select another non-SPC Humanities course from the list on pages 46-47.	3 credits

#### Social Sciences

PSY 101	Introduction to Psychology	3 credits
	Select another non-PSY Social Sciences course from the list on pages 46-47.	3 credits

#### Options

Select two courses from the options category on pages 46-47. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections. **6 credits**

#### Total General Education Requirements 35 credits

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

#### Total Minimum Degree Requirements 64 credits

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## EARLY CHILDHOOD EDUCATION

### Certificate of Proficiency 30814

Advisor: [JoAnn Morales](#)

The Early Childhood Education (ECE) program is designed for early childhood teacher training. Upon completion of the certificate of proficiency students may apply for the National Child Development Associate Certificate through a national CDA credentialing agency. If you wish to attain national certification, we recommend that you enroll in ECE 240, Child Development Portfolio and Assessment Preparation. This national certification demonstrates competencies in the following areas:

- Planning the program and setting for a center-based early childhood program for 10 to 25 children.
- Observing young children.
- Involving parents and families.
- Enhancing the intellectual and personality development of children.
- Conducting programs for the creative and physical development of children.
- Developing bilingual programs and crafts programs.
- Managing early childhood centers.

The Early Childhood Education Associate is a competent person who assumes primary responsibility for meeting the specific needs of a group of children in a child development setting by nurturing the child's physical, social, emotional and intellectual needs; setting up and maintaining the child care environment; and establishing a liaison relationship between parents and the child development center.

After completing requirements for the Early Childhood Education Certificate of Proficiency, you can earn a degree by completing the additional requirements for the Early Childhood Education Associate of Applied Science degree or Early Childhood Education Associate of Applied Science – BAS Track degree.

### Curriculum Requirements

ECE 100	Introduction to Early Childhood Education	3 credits
ECE 102	Early Childhood Curriculum	3 credits
ECE 105	Health, Safety, and Nutrition	3 credits
ECE 110	Infants and Toddlers Development	3 credits
ECE 120	Guiding Children's Social Development	3 credits
ECE 150	Practicum: Direct Field Experience Birth to Preschool	2 credits
ECE 171	Child Growth and Development	3 credits
ECE 210	Home, School, and Community Relations	3 credits
ECE 220	Introduction to Early Childhood Special Education	3 credits
ECE 281	Children's Literature	3 credits

### Total Minimum Certificate Requirements **29 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## ELEMENTARY EDUCATION

### Associate of Arts Degree AA-SR 60201

Advisor: [Celinda Palmer](#)

If you plan a career in elementary or special education you can complete your first two years of study at EAC. Some universities now require a minor that can be started at EAC. Consult with department staff at the school where you plan to transfer for specific information. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

### Curriculum Requirements

EDU 200	Introduction to Education	3 credits
EDU 222	Introduction to Special Education	3 credits
EDU 230	Cultural Diversity in Education	3 credits
EDU 233	ESL/SEI Methods I	3 credits
MAT 156	Principles of Mathematics I	3 credits
MAT 157	Principles of Mathematics II	3 credits
POS 220	United States and Arizona Constitution	3 credits
CMP 103	Introduction to Computer Based Systems	3 credits

Select 4 credits of elective courses from the approved list found at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG) (select the Eastern Arizona College Elective or Better Report) related to your specific content area.

### Total Curriculum Requirements **28 credits**

### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

Select one course from list on pages 46-47. **3 credits**

#### Lab Science

Two Lab Science courses from list on pages 46-47. Courses from two different departments must be selected. **8 credits**

#### Humanities

Select two courses from the following: **6 credits**

ART 133	World Art I (GIH)	
ART 134	World Art II (GIH)	
MUS 101	World of Music (GIH)	
SPC 150	Oral Interpretation of Literature	
SPC 201	Public Speaking (IW)	
THC 105	Introduction to Theatre (GIH)	

Select one additional course from the Humanities list on pages 46-47. **3 credits**

#### Social Sciences

HIS 101	U.S. History I (GIH) <u>OR</u>	
HIS 102	U.S. History II (GIH)	3 credits
POS 110	United States National Politics (GIH)	3 credits
PSY 101	Introduction to Psychology	3 credits

### Total General Education Requirements **35 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

### Elective Requirements

To obtain this degree you must take a minimum of one credit of elective courses listed at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG) (select the Eastern Arizona College Elective or Better Report) to complete the 64 credits required.

### Total Elective Requirements **1 credit**

### Total Minimum Degree Requirements **64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## SECONDARY EDUCATION

### Associate of Arts Degree TG-XR 60202

**For Advising:** Check for advisor contact information in the curriculum description corresponding to the discipline you plan to teach. For example, if you plan to teach mathematics, look up one of the mathematics curricula for the name of a faculty member advising math majors.

EAC offers many curricula that provide the first two years of a four-year program leading to a bachelor's degree and a secondary teaching certificate. Secondary education is by nature discipline specific. You should choose a university and a discipline you wish to teach as quickly as possible. Then obtain the catalog and/or transfer guide from that institution and follow their curriculum as closely as possible. Rather than this degree, you may wish to obtain the EAC Liberal Arts degree or discipline specific EAC degree if these allow you to more closely follow the curriculum at your chosen transfer institution. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

Discipline areas which offer the program described above include:

- Art Education
- Business Education
- English
- Health and Physical Education
- Mathematics
- Political Science
- Biology
- Chemistry
- Geology
- History
- Music Education
- Technology Education

Arizona State University and the University of Arizona require that all applicants to their teacher programs pass the Pre-Professional Skills Test (PPST). Northern Arizona University no longer requires this test. You should check with your advisor at least two full semesters before transferring to determine when the PPST will be offered at EAC and how to register for the three parts of the test, which cover mathematics, reading and writing.

#### Curriculum Requirements

EDU 200	Introduction to Education	3 credits
POS 221	Arizona Constitution and Government	1 credit

**Total Curriculum Requirements** **4 credits**

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

Select one course from list on pages 46-47. 3 credits

#### Lab Science

Two Lab Science courses from list on pages 46-47. Courses from two different departments must be selected. 8 credits

#### Humanities

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 9 credits

#### Social Sciences

PSY 101	Introduction to Psychology	3 credits
Select two additional Social Sciences courses from the list on pages 46-47. Choose courses from more than one department.		6 credits

**Total General Education Requirements** **35 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

#### Elective Requirements

Select 25 credits of elective courses to complete the 64 credits required for the degree.

**Total Elective Requirements** **25 credits**

#### Total Minimum Degree Requirements **64 credits**

In addition to completing the required courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## ELECTRICAL AND INSTRUMENTATION TECHNICIAN

### Certificate of Proficiency 30628

**Advisor:** [Charles Smith](#)

The Electrical and Instrumentation Technician Certificate program provides the student an opportunity to develop entry-level skills in the industrial electrical field. Students will receive a background in the properties and applications of electricity, maintenance of electrical systems, and technical problem solving.

#### Curriculum Requirements

CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits
ELT 110	Electricity and Electronics	3 credits
ELT 111	DC Electrical Systems	3 credits
ELT 112	AC Electrical Systems	3 credits
ELT 115	Conduits and Raceways	2 credits
ELT 161	Process Measurement Instrumentation I	3 credits
ELT 171	Process Control Instrumentation and Programmable Logic Controllers	3 credits
MAT 120	Intermediate Algebra	4 credits
TEC 112	Basic Hydraulics and Pneumatics	2 credits

Select 7 additional credits from the following:

COE 111	Cooperative Education I (Occupational) <u>OR</u>	
TEC 191	Industry Internship I	1 to 4 credits
DRF 108	Technical Drafting	2 credits
DRF 154	Introduction to AutoCAD	2 to 3 credits
ELT 297	Workshop	1 to 6 credits
ELT 298	Workshop	1 to 3 credits
ELT 299	Independent Study	1 to 3 credits
MIN 121	Surface Mine Safety Training	1 credit
TEC 116	Rigging	1 credit
WLD 101	Welding	2 to 3 credits

**Total Minimum Certificate Requirements 33 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better
- File a petition for certificate with your advisor
- Remove any indebtedness to the College
- Complete at least 15 credits at Eastern Arizona College

## ELECTRICAL AND INSTRUMENTATION TECHNOLOGY

### Associate of Applied Science Degree 20611

Advisor: [Charles Smith](#)

The Electrical and Instrumentation Technology AAS degree provides the student an opportunity to develop and upgrade skills needed to be productive and successful in industrial electronics and instrumentation occupations. Additionally, this program develops career skills such as literacy, numeracy, and communication.

#### Curriculum Requirements

ELT 110	Electricity and Electronics	3 credits
ELT 111	DC Electrical Systems	3 credits
ELT 112	AC Electrical Systems	3 credits
ELT 115	Conduits and Raceways	2 credits
ELT 161	Process Measurement Instrumentation I	3 credits
ELT 162	Process Measurement Instrumentation II	3 credits
ELT 171	Process Control Instrumentation and Programmable Logic Controllers	3 credits
ELT 181	Electronic Components	3 credits
ELT 191	Substation Maintenance	3 credits
ELT 271	Advanced Process Control Instrumentation and Programmable Logic Controllers	3 credits
ELT 272	Motors and Motor Controls	3 credits
TEC 112	Basic Hydraulics and Pneumatics	2 credits

Choose at least 6 additional credits from the following to obtain the 40 credits of Curriculum Requirements:

COE 111	Cooperative Education I (Occupational) <u>OR</u>	
TEC 191	Industry Internship I	1 to 4 credits
DRF 108	Technical Drafting	2 credits
DRF 154	Introduction to AutoCAD	2 to 3 credits
ELT 297	Workshop	1 to 6 credits
ELT 298	Workshop	1 to 3 credits
ELT 299	Independent Study	1 to 3 credits
MIN 121	Surface Mine Safety Training	1 credit
TEC 116	Rigging	1 credit
TEC 171	Renewable Energy Technology	2 credits
TEC 172	Photovoltaic Design and Application	2 credits
TEC 173	Passive Solar Design and Application	2 credits
TEC 174	Wind Turbine Design and Application	2 credits
WLD 101	Welding	2 to 3 credits

**Total Curriculum Requirements 40 credits with a GPA of 2.00 or higher**

#### General Education Requirements

##### Computers

CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits

##### Mathematics

MAT 120	Intermediate Algebra or higher	4 credits
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##### English

ENG 100	Writing Fundamentals <u>OR</u>	
ENG 101	Written Communications I	3 credits
TEC 260	Technical Report Writing	3 credits

Select a sufficient number of credits from the list of General Education courses on pages 45-46 to obtain the 18 credits required. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education where the maximum is two credits.

**Total General Education Requirements 18 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

#### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Total Elective Requirements 6 credits**

#### Total Minimum Degree Requirements 64 credits

In addition to completing each of the courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
  - Attain a cumulative grade point average of 2.00 or higher.
  - Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
    1. EAC COMPASS reading assessment test score of 60 or higher\*
    2. EAC ASSET reading assessment test score of 35 or higher\*
    3. ACT Assessment Reading score of 14 or higher\*
    4. SAT verbal score of 530 or higher\*
    5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
    6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*
- \*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.
- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
  - Remove any indebtedness to the College.

## EMERGENCY MEDICAL TECHNICIAN – BASIC

### Certificate of Proficiency

30701

Advisor: [Mark Kempton](#)

This Certificate prepares you for an entry-level position as an emergency medical technician at the basic level. Emphasis is on preparation to perform pre-hospital emergency services as specified by Arizona Department of Health Services, Bureau of Emergency Medical Services.

#### Curriculum Requirements

##### Health Care Education Core Requirements

EMT 103	Basic Emergency Medical Technician	9 credits
EMT 121	Cardiopulmonary Resuscitation	1/2 credit
EMT 170	Vehicular Extrication and Trauma Care	1/2 credit

##### Total Minimum Certificate Requirements **10 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of “C” or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of “C” or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of “C” or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of “C” or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## EMERGENCY MEDICAL TECHNICIAN - PARAMEDIC

### Certificate of Proficiency

30702

Advisor: [Mark Kempton](#)

This program is designed to prepare the student for an entry-level position as an emergency medical technician at the paramedic level. Emphasis is on preparation to perform emergency services as specified by Arizona Department of Health Services, Bureau of Emergency Medical Services.

The following entry proficiencies are recommended:

- A ninth grade or higher reading level as determined by an EAC Placement Test or completion of ENG 100, Writing Fundamentals.
- Mathematics skills at the MAT 077 level or higher as determined by an EAC Placement Test or successful completion of MAT 055, Basic Math.
- Certification as an Arizona Certified Emergency Medical Technician.

#### Curriculum Requirements

EMT 210	Paramedic I	12 credits
EMT 212	Paramedic II	12 credits
EMT 214	Paramedic III	12 credits
EMT 220	Advanced Cardiac Life Support	1 credit
EMT 221	Pediatric Advanced Life Support	1 credit
EMT 222	Trauma Patient Management	1 credit
HCE 171	Introduction to Medical Pharmacology	3 credits

##### Total Minimum Certificate Requirements **42 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of “C” or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of “C” or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of “C” or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of “C” or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## ENGINEERING

### Associate of Science Degree

AS-SR 80706

Advisor: [Jack Bailey](#)

Today’s professional engineer requires a minimum of four years of highly theoretical and specialized training. Very often this training requires more than four regular college years; that is, either attendance for several summer terms or an additional fifth year, before you may qualify for the bachelor’s degree. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

EAC offers you two years of training in the required background mathematics and sciences. In addition, EAC offers many of the General Education courses which are required as part of the overall education of an engineer.

#### Curriculum Requirements

CHM 151	General Chemistry I	4 credits
Select 4 additional credits from Lab Science list on pages 46-47.		4 credits
EGR 102	Introduction to Engineering	4 credits
MAT 240	Calculus III	4 credits
MAT 260	Differential Equations	3 credits

Choose at least 6 additional credits from the following:

EGR 130	C Programming I	3 credits
EGR 214	Engineering Mechanics I – Statics	3 credits
EGR 215	Engineering Mechanics II – Dynamics	3 credits
EGR 233	Mechanics of Materials	3 credits
EGR 250	Plane Surveying	3 credits
EGR 255	Thermodynamics	3 credits

##### Total Curriculum Requirements **25 credits**

#### General Education Requirements

AGEC-S. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

<i>English</i>		
ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

<i>Mathematics</i>		
MAT 220	Calculus I	5 credits
MAT 230	Calculus II	4 credits

### Lab Science

PHY 211	Physics with Calculus I	5 credits
PHY 212	Physics with Calculus II	5 credits

### Humanities

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 6 credits

### Social Sciences

Choose from Social Sciences list on pages 46-47. 6 credits

### Total General Education Requirements 37 credits

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

### Total Elective Requirements 2 credits

### Total Minimum Degree Requirements 64 credits

In addition to completing the required courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## ENGLISH

### Associate of Arts Degree AA-GR 60203

Advisors: [Rebecca Jarvis](#), [Russell Tiedt](#), [Marilyn Wilton](#)

This degree provides a foundation in written communications and familiarity with literary forms and major literary works. Since program requirements differ between universities, consult the [official transfer guide](#) ([www.aztransfer.com/transferguides](http://www.aztransfer.com/transferguides)) of the school which you plan to attend upon leaving EAC in order to adjust this program to your personal needs.

### Curriculum Requirements

ENG 218	Writing About Literature	3 credits
Select 9 credits from the following courses:		
ENG 201	World Literature I	3 credits
ENG 202	World Literature II	3 credits

ENG 221	English Literature I	3 credits
ENG 222	English Literature II	3 credits
ENG 241	American Literature I	3 credits
ENG 242	American Literature II	3 credits

### Total Curriculum Requirements 12 credits

### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

### Mathematics

Select from list on pages 46-47. 3 credits

### Lab Science

Select two Lab Science courses from list on pages 46-47. 8 credits

### Humanities

ART 133	World Art I (GIH) <u>OR</u>	
ART 134	World Art II (GIH)	3 credits
MUS 101	World of Music (GIH) <u>OR</u>	
THC 105	Introduction to Theatre (GIH)	3 credits
Select from the list of Humanities courses on pages 46-47.		3 credits

### Social Sciences

HIS 104	Western Civilization I (GIH) <u>OR</u>	
HIS 105	Western Civilization II (GIH)	3 credits
Select from the list of Social Sciences courses on pages 46-47.		
Courses selected must be from more than one department.		6 credits

### Total General Education Requirements 35 credits

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

### Elective and Foreign Language Requirements

To obtain this degree you must demonstrate proficiency in a foreign language at the 202 course level. To do this select from the following options:

1. If you have no foreign language coursework completed, take the French or Spanish 101, 102, 201, 202 course sequence offered at EAC.
2. If you have completed two years of high school French or Spanish courses, take the 201, 202 course sequence at EAC. These two courses will fulfill your foreign language requirement.
3. If you have completed four years of high school foreign language courses or have obtained foreign language ability at the 202 course level in some other manner, testing options are available to demonstrate your proficiency. Contact the Records and Registration Office for more information.
4. Any foreign language at the 202 course level may be transferred from an accredited college or university.

Depending on which option you choose, select a sufficient number of elective credits to obtain the 64 credit hours required for this degree. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

You are encouraged to take liberal arts courses as electives such as art, creative writing, history, music, philosophy or psychology.

### Total Elective and Foreign Language Requirements 17 credits

### Total Minimum Degree Requirements 64 credits

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## ENVIRONMENTAL TECHNOLOGY

### Associate of Applied Science Degree 20705

Advisor: [Mike McCarthy](#)

This degree prepares the student to apply for positions with agencies dealing with the environment, natural resources or the public. The degree will expose students to different aspects of the natural world and various cultures, and will provide communication skills.

#### Curriculum Requirements

ANT 102	Introduction to Cultural Anthropology	3 credits
ANT 120	Indian American Culture	3 credits
ANT 210	Archaeology of the Southwest	3 credits
BIO 101E	Careers in Environmental Biology	1 credit
BIO 105	Environmental Biology	4 credits
BIO 187	Introduction to Biological Research	4 credits
BIO 226	Ecology	4 credits
CHM 130	Fundamental Chemistry	4 credits
EMT 122	First Aid and CPR	2 credits
HPE 104	Physical Conditioning and Assessment I	2 credits
SPC 201	Public Speaking	3 credits

**Total Curriculum Requirements** **33 credits**

#### General Education Requirements

<i>English</i>		
ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### *Mathematics*

TEC 101	Technical Math I <u>OR</u>	
MAT 120	Intermediate Algebra	4 credits

#### *Computers*

CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits

An additional five credits, including courses in one area other than Computers and Mathematics, are to be selected from the list of General Education courses on pages 45-46. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education, where the maximum is two credits.

**Total General Education Requirements** **18 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

#### Elective Requirements

To obtain this degree you must complete a minimum 13 credits of courses of your choice numbered 100 or above to obtain the 64 credits required.

**Total Elective Requirements** **13 credits**

#### Total Minimum Degree Requirements **64 credits**

In addition to completing the required courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 60 or higher\*
  2. EAC ASSET reading assessment test score of 35 or higher\*
  3. ACT Assessment Reading score of 14 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
  6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## FIRE SCIENCE

### Associate of Applied Science Degree 20610 (Available in Gila County only)

Advisor: [Pat Burke](#), [Pam Butterfield](#)

The Fire Science Associate of Applied Science degree is intended for students who either plan to enter employment or who are currently working in fire services or related fields and want to upgrade their knowledge and skills. The degree provides pre-service and professional firefighters with the skills necessary for a fire service career. It prepares you to move toward a managerial or command position in the fire service.

#### Curriculum Requirements

FSC 101	Fire Department Operations I	6 credits
FSC 102	Fire Department Operations II	5 credits
FSC 106	Hazardous Materials First Responder	2 credits
FSC 110	Fire Hydraulics	2 credits
FSC 120	Fire Apparatus and Equipment	3 credits
FSC 125	Driver Operator for Fire Equipment	3 credits
FSC 130	Fundamentals of Fire Prevention	3 credits
FSC 135	Strength and Fitness for Fire Service	2 credits
FSC 150	Basic Wildland Firefighting	3 credits
FSC 202	Supervisory Training for Firefighters	3 credits
FSC 204	Firefighting Tactics and Strategy	3 credits
FSC 205	Command Strategies for Major Emergencies	3 credits
FSC 208	Firefighter Safety and Building Construction	3 credits

FSC 214	Human Resource Management for Fire Service	3 credits
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**Total Curriculum Requirements** **44 credits with a GPA of 2.00 or higher**

### General Education Requirements

#### English

ENG 100	Writing Fundamentals <u>OR</u>	
ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II <u>OR</u>	
ENG 260	Technical Report Writing <u>OR</u>	
TEC 260	Technical Report Writing	3 credits

#### Mathematics

MAT 120	Intermediate Algebra or higher	4 credits
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An additional eight credits, including courses in one area other than English and Mathematics, are to be selected from the list of General Education courses. You may not exceed nine credits in any GE Category, with the exception of Health and Physical Education, where the maximum is two credits.

**Total General Education Requirements** **18 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

### Elective Requirements

To obtain this degree you must complete a minimum of 64 credits. You will need two credits of elective courses numbered 100 or higher.

**Total Elective Requirements** **2 credits**

**Total Minimum Degree Requirements** **64 credits**

In addition to completing each of the courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 60 or higher\*
  2. EAC ASSET reading assessment test score of 35 or higher\*
  3. ACT Assessment Reading score of 14 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
  6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## FIRE SCIENCE – LEVEL I

### Certificate of Proficiency 30635

Advisor: [Pat Burke](#), [Pam Butterfield](#), [Mark Kempton](#)

The Fire Science – Level I Certificate program, in cooperation with the Arizona Fire Marshall's Office, prepares students for service as firefighters in rural settings. This certification emphasizes professional firefighting skills corresponding to the everyday demands of the profession. It is designed for both individuals already serving in the profession as firefighters and as a preparatory program for those who seek a career in firefighting.

### Curriculum Requirements

EMT 122	First Aid and CPR	2 credits
FSC 101	Fire Department Operations I	6 credits
FSC 102	Fire Department Operations II	5 credits
FSC 106	Hazardous Materials First Responder	2 credits
FSC 150	Basic Wildland Firefighting	3 credits

**Total Minimum Certificate Requirements** **18 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## FIRE SCIENCE – LEVEL II

### Certificate of Proficiency 30625 (Available in Gila County only)

Advisor: [Pat Burke](#), [Pam Butterfield](#)

The Fire Science Level II Certificate program, in cooperation with the Arizona Fire Marshall's Office, prepares students for service as firefighters in rural settings. This certification emphasizes professional firefighting skills corresponding to the everyday demands of the profession. It is designed for both individuals already serving in the profession as firefighters and as a preparatory program for those who seek a career in firefighting. This certificate allows students the opportunity to participate in field training using current fire suppression technology.

### Curriculum Requirements

EMT 122	First Aid and CPR	2 credits
FSC 101	Fire Department Operations I	6 credits
FSC 102	Fire Department Operations II	5 credits
FSC 106	Hazardous Materials First Responder	2 credits
FSC 120	Fire Apparatus and Equipment	3 credits
FSC 130	Fundamentals of Fire Prevention <u>OR</u>	
FSC 140	Fire Protection Systems	3 credits
FSC 150	Basic Wildland Firefighting	3 credits

**Total Minimum Certificate Requirements** **24 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.

- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## FORESTRY

### Associate of Arts Degree TG-XR 60703

Advisor: [Mike McCarthy](#)

This degree prepares you to transfer to a college or university and pursue a bachelor's degree in Forestry. This degree also prepares you for a number of jobs in forestry and the forest products industry. A strong high school background in Mathematics and Chemistry is recommended.

Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](#) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs. A Forestry bachelor's degree is currently offered in Arizona only at Northern Arizona University.

#### Curriculum Requirements

BIO 182	General Biology II	4 credits
CMP 103	Introduction to Computer Based Systems	3 credits
GLG 101	Physical Geology	4 credits
MAT 160	Introduction to Statistics	3 credits

*Total Curriculum Requirements* **14 credits**

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

##### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

##### Mathematics

MAT 187	Precalculus	5 credits
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##### Lab Science

BIO 181	General Biology	4 credits
CHM 130	Fundamental Chemistry	4 credits

##### Humanities

SPC 201	Public Speaking (IW)	3 credits
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Select a course in the Arts from Humanities list on pages 46-47. **3 credits**

##### Social Sciences

BUA 221	Principles of Macroeconomics (GIH)	3 credits
BUA 223	Principles of Microeconomics	3 credits

##### Options

Select courses from the options category on pages 46-47 to complete the 35 credits required for the AGECE. **4 credits**

*Total General Education Requirements* **35 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

#### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

*Total Elective Requirements* **15 credits**

#### Total Minimum Degree Requirements **64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## GENERAL STUDIES

### Associate of General Studies Degree 50000 (Available On Campus and Online)

Advisors: [Hopi Fitz-William](#), [Ida Nunley](#), [Ray Orr](#), [Gina Roebuck](#), [Kenny Smith](#)

The Associate of General Studies degree (AGS) is available for those students whose preferred degree program of study is not otherwise available at EAC. For example, the AGS degree may be the best choice for you if:

- You plan to transfer to one of Arizona's public universities and EAC does not offer a degree pathway that matches the first two years of study in the major you wish to pursue.
- You plan to transfer to a private Arizona college or university or an out-of-state institution and you wish to customize an EAC degree to match the required courses in your major at that school.
- You do not plan to transfer to another College or University and wish to obtain an associate degree that incorporates a General Education component and lets you select other courses according to your interests.

Other than the embedded AGECE, the AGS degree is not included in any transfer agreements and credits earned may be accepted or rejected by a receiving institution. If you plan to transfer upon completion of this degree and since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](#) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

#### General Education Requirements

The General Education Requirement may be satisfied in two different ways. Select the option below that best meets your needs.

##### **Option 1 - Arizona General Education Curriculum**

If you plan to transfer to one of Arizona's public universities you will be best served by completing one of the three Arizona General Education

Curriculums. They are the AGECE-A, AGECE-B and AGECE-S. If you know where you are transferring and what your major will be, find out which AGECE is appropriate and follow it as outlined below. If the major you select does not accept an AGECE or has a unique set of General Education requirements go to Option Two.

**AGECE-A (Available On Campus and Online):** This General Education Program is better suited for majors in the Liberal Arts.

To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

<b>English</b>			
ENG 101	Written Communications I		3 credits
ENG 102	Written Communications II		3 credits

<b>Mathematics</b>			
Select one course from list on pages 46-47.			3 credits

<b>Lab Science</b>			
Select two Lab Science courses from list on pages 46-47. If you plan to transfer consult the catalog or an advisor from the school you will transfer to as you make your selections.			8 credits

<b>Humanities</b>			
Select from at least two departments on the Humanities list on pages 46-47. At least one of the Humanities courses must be from the Fine Arts. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.			6-9 credits

<b>Social Sciences</b>			
Select from at least two departments on the Social Sciences list on pages 46-47. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.			6-9 credits

<b>Options</b>			
Select courses from the options category on pages 46-47 to complete the 35 credits required for the AGECE.			0-6 credits

**AGECE-B:** This General Education Program is intended for students majoring in a business curriculum.

To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

<b>English</b>			
ENG 101	Written Communications I		3 credits
ENG 102	Written Communications II		3 credits

<b>Mathematics</b>			
MAT 210	Elements of Calculus		4 credits

<b>Lab Science</b>			
Select two courses from the list on pages 46-47. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.			8 credits

<b>Humanities</b>			
Select from at least two departments on the Humanities list on pages 46-47. At least one of the Humanities courses must be from the Fine Arts. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.			6-9 credits

<b>Social Sciences</b>			
Select from at least two departments on the Social Sciences list on pages 46-47. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.			6-9 credits

<b>Options</b>			
CMP 103	Introduction to Computer Based Systems		3 credits
Select courses from the options category on pages 46-47 to complete the 36 credits required for the AGECE.			0-3 credits

**AGECE-S:** This General Education Program is intended for students majoring in a math or science curriculum.

To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

<b>English</b>			
ENG 101	Written Communications I		3 credits
ENG 102	Written Communications II		3 credits

<b>Mathematics</b>			
MAT 220	Calculus I or higher-level mathematics course		5 credits

<b>Lab Science</b>			
Select two sequenced courses from this list:			
If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.			
BIO 181	General Biology I		
BIO 182	General Biology II		
BIO 201	Human Anatomy and Physiology I		
BIO 202	Human Anatomy and Physiology II		
CHM 151	General Chemistry I		
CHM 152	General Chemistry II		
CHM 235	General Organic Chemistry		
CHM 236	General Organic Chemistry II (IWW)		
PHY 111	General Physics I		
PHY 112	General Physics II		
PHY 211	Physics with Calculus I		
PHY 212	Physics with Calculus II		8 credits

<b>Humanities</b>			
Select from at least two departments on the Humanities list on pages 46-47. At least one of the Humanities courses must be from the Fine Arts. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.			6 credits

<b>Social Sciences</b>			
Select from at least two departments on the Social Sciences list on pages 46-47. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.			6 credits

<b>Options</b>			
For this certificate, you must select two additional courses to complete the 39 credits required for the AGECE. Eligible courses include any of the Lab Science courses or any math courses MAT 230 or higher. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.			8 credits

### Option 2 - Approved General Education Curriculum

File with your graduation petition a General Education curriculum of at least 35 credits approved by a regionally accredited college or university for which equivalent transferable courses are available at EAC or an Arizona public university transfer guide for the major you intend to complete. Completion of those courses will fulfill the AGS Degree General Education requirement.

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

### Elective Requirements

Depending on which AGECE you choose, select 25-29 credits of elective courses numbered at the 100 level or above to complete the 64 credits required for the degree.

**Total Elective Requirements** 25 to 29 credits

**Total Minimum Degree Requirements** 64 credits

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.

- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## GENERAL TECHNICAL STUDIES

### Associate of Applied Science Degree 20613

Advisor: [Brian Coppola](#), [Andy Shaver](#)

The General Technical Studies AAS degree provides an opportunity for all students to develop and upgrade a broad variety of technical skills which are applicable to many entry-level technical occupations. Students are given the latitude to focus on specific programs which address their personal interests and aptitudes. Through the General Education component, this program also provides instruction in literacy, communication, mathematical, and interpersonal skills necessary for long-term career success.

#### Curriculum Requirements

Students must complete at least one of the following Certificates of Proficiency:

- 30633 – Automotive Service Consultant
- 30605 – Automotive Technician
- 30620 – CNC Machining
- 30613 – Computer Assisted Design and Drafting Technology - Level II
- 30901 – Construction Technology (offered at ADC/FCI only)
- 30110 – Cosmetology
- 30105 – Database Support
- 30628 – Electrical and Instrumentation Technician
- 30702 – Emergency Medical Technician - Paramedic
- 30924 – General Business (offered at ADC/FCI only)
- 30920 – HVAC-R (offered at ADC/FCI only)
- 30635 – Fire Science Level - I
- 30625 – Fire Science Level - II
- 30925 – Food Crop Horticulture (offered at ADC/FCI only)
- 30119 – Information Technology Technician
- 30812 – Law Enforcement Office Assistant
- 30710 – Licensed Practical Nurse
- 30619 – Machine Technology
- 30914 – Masonry (offered at ADC/FCI only)
- 30401 – Media Communications
- 30704 – Medical Assistant
- 30116 – Office Assistant
- 30926 – Ornamental Horticulture and Landscape Technology (offered at ADC/FCI only)
- 30713 – Pharmacy Technician
- 30919 – Pre-Apprentice Carpentry (offered at ADC/FCI only)
- 30123 – Retail Management
- 30118 – Small Business Proprietor

- 30501 – Sports Medicine and Rehabilitative Therapies
- 30122 – Web Design
- 30626 – Welding Technology

To earn this degree you must select a sufficient number of credits numbered 100 or above from the following departments to obtain the 46 curriculum credit hours required: AGR, AIS, AJS, ART, AUT, BLC, BLD, BUS, BUA, COE, CMP, CSL, CUL, DSL, DRF, EGR, ELT, EMT, FSC, GAM, HCE, HVA, IAR, IPT, MSP, MDC, MIN, SBM, TEC, THC, and WLD.

Students may not apply more than 4 credits from COE 111, COE 112, COE 113, COE 121, COE 122, TEC 191, TEC 192, TEC 291 and TEC 292 to the completion of this requirement.

#### Total Curriculum Requirements

**46 credits with a GPA  
of 2.00 or higher**

#### General Education Requirements

##### Computers

- |         |  |           |
|---------|--|-----------|
| CMP 101 | Introduction to Computers OR           |           |
| CMP 103 | Introduction to Computer Based Systems | 3 credits |

##### English

- |         |                          |           |
|---------|--------------------------|-----------|
| ENG 100 | Writing Fundamentals OR  |           |
| ENG 101 | Written Communications I | 3 credits |

##### Mathematics

- |         |   |                |
|---------|---|----------------|
| BUS 111 | Business Mathematical Calculations OR         |                |
| TEC 101 | Technical Math I or higher mathematics course | 3 or 4 credits |

An additional 8-9 credits are to be selected from the list of General Education courses on pages 45-46. You may not exceed 9 credits in any GE category, with the exception of Health and Physical Education where the maximum is two credits.

#### Total General Education Requirements

**18 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

#### Total Minimum Degree Requirements

**64 credits**

In addition to completing each of the courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 60 or higher\*
  2. EAC ASSET reading assessment test score of 35 or higher\*
  3. ACT Assessment Reading score of 14 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
  6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC Compass score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

# GEOLOGY

## Associate of Science Degree AS-SR 80703

Advisor: [David Morris](#)

The following curriculum will meet the lower-division requirements of most four-year schools in Geology. Upon satisfactory completion of the course work outlined below and graduation with an AS degree from Eastern Arizona College, you may enter upper-division work in any one of several earth science related fields, including general geology, geochemistry, hydrology and geophysics. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

You should have a firm background in mathematics (including algebra, geometry, and trigonometry) and chemistry. Physics is helpful. A deficiency in any of the above areas may necessitate refresher courses before pursuing a geology curriculum.

### Curriculum Requirements

GLG 101	Physical Geology	4 credits
GLG 102	Historical Geology	4 credits
MAT 230	Calculus II	4 credits
MAT 240	Calculus III	4 credits
MAT 260	Differential Equations	3 credits

**Total Curriculum Requirements** 19 credits

### General Education Requirements

AGEC-S. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

MAT 220	Calculus I	5 credits
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#### Lab Science

CHM 151	General Chemistry I	4 credits
CHM 152	General Chemistry II	4 credits
PHY 211	Physics with Calculus I	5 credits
PHY 212	Physics with Calculus II	5 credits

#### Humanities

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 6 credits

#### Social Sciences

Choose from Social Sciences list on pages 46-47. Choose courses from more than one department. 6 credits

**Total General Education Requirements** 41 credits

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

An introductory computer course is highly recommended.

Language proficiency demonstration – check University Transfer Guides to see if they have a language proficiency requirement. If so, select courses that will satisfy the language proficiency requirement.

**Total Elective Requirements** 4 credits

**Total Minimum Degree Requirements** 64 credits

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

# GRAPHIC DESIGN

## Associate of Applied Science Degree 20401

Advisor: [Tom Cicchelli](#)

Graphic Design prepares you for entry-level employment in an advertising agency, art agency, newspaper, printing plant, industrial in-plant printing unit, and free-lance work.

### Curriculum Requirements

ART 101	Fundamentals of Design	3 credits
ART 102	Color and Design	3 credits
ART 111	Drawing	3 credits
ART 114	Figure Drawing	3 credits
ART 128	Beginning Digital Photography	3 credits
ART 181	Graphic Design I	3 credits
ART 182	Graphic Design II	3 credits
ART 186	Digital Illustration	3 credits
ART 187	Beginning Photoshop	3 credits
ART 188	Digital Publishing	3 credits
ART 189	Typography	3 credits
ART 287	Advanced Photoshop	3 credits
ART 289	Portfolio Development	1 credit
CMP 272	Website Development I	3 credits

Choose at least 5 additional credits from the following:

BUS 101	Fundamentals of Accounting	3 credits
CMP 110	Current Applications	2 credits
COE 101	Job Seeking Strategies	1 to 2 credits
CMP 273	Website Development II	3 credits
DRF 108	Technical Drafting	2 credits
SBM 101	Sales and Customer Service OR	
SBM 110	Introduction to Entrepreneurship	3 credits

**Total Curriculum Requirements** 45 credits with a GPA of 2.00 or higher

## General Education Requirements

### English

BUS 160	Communication for the Occupations <u>OR</u>	
ENG 260	Technical Report Writing	3 credits
ENG 100	Writing Fundamentals <u>OR</u>	
ENG 101	Written Communications I	3 credits

### Computers

CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits

### Humanities

ART 133	World Art I (GIH)	3 credits
ART 134	World Art II (GIH)	3 credits

An additional three credits, with no more than two credits in the Health and Physical Education category, are to be selected from the list of General Education courses on pages 45-46.

### Total General Education Requirements 18 credits

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

### Total Elective Requirements 1 credit

### Total Minimum Degree Requirements 64 credits

In addition to completing the required courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 60 or higher\*
  2. EAC ASSET reading assessment test score of 35 or higher\*
  3. ACT Assessment Reading score of 14 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
  6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## GRAPHIC DESIGN

### Certificate of Proficiency

**30402**

Advisor: [Tom Cicchelli](#)

The Graphic Design Certificate Program prepares students for entry-level employment in an advertising agency, art agency, newspaper, printing plant, industrial in-plant printing unit, and free-lance work.

### Curriculum Requirements

ART 181	Graphic Design I	3 credits
ART 182	Graphic Design II	3 credits
ART 186	Digital Illustration	3 credits
ART 187	Beginning Photoshop	3 credits
ART 188	Digital Publishing	3 credits
ART 189	Typography	3 credits
ART 287	Advanced Photoshop	3 credits
ART 289	Portfolio Development	1 credit
CMP 272	Website Development I	3 credits

### Total Minimum Certificate Requirements 25 credits

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## HEALTH & PHYSICAL EDUCATION

### Associate of Arts Degree

**AA-SR 60501**

Advisors: [Jim Bagnall](#), [Shari Kay](#), [Maurice Leitzke](#),  
[Ryan McAdams](#), [Kate McCluskey](#), [John O'Mera](#)

Recipients of this degree are prepared to pursue a major in Health or Physical Education and minor in Biology or Physical Science at a four-year college or university. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

A high school background in sports, biology and chemistry is helpful.

### Curriculum Requirements

HPE 100	Personal Health	3 credits
HPE 190	First Aid & CPR	2 credits
HPE 210	Introduction to Exercise Science and Physical Education	3 credits
HPE 220	Professional Activity I	3 credits
HPE 221	Professional Activity II	3 credits
HPE 222	Professional Activity III	3 credits
HPE 223	Professional Activity IV	3 credits

### Total Curriculum Requirements 20 credits

## General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

### Mathematics

MAT 140	College Mathematics <u>OR</u>	
MAT 154	College Algebra	3 or 4 credits

### Lab Science

BIO 201	Human Anatomy and Physiology I	4 credits
BIO 202	Human Anatomy and Physiology II	4 credits

### Humanities

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 6 credits

### Social Sciences

Choose from Social Sciences list on pages 46-47. Choose courses from more than one department. 6 credits

### Options

Select courses from the list on pages 46-47 to achieve a total of at least 35 credits in General Education courses. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections. 5 to 6 credits

**Total General Education Requirements 35 to 36 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

## Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Total Elective Requirements 8 to 9 credits**

**Total Minimum Degree Requirements 64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## HISTORY

### Associate of Arts Degree AA-SR 60803

Advisor: [Patrick Lukens](#)

This degree prepares you to transfer to a four-year college or university and pursue a bachelor's degree in history. In addition to teaching, history provides excellent background for entering law school or for pursuing any type of social or government work. Also, some recent trends suggest history majors are being hired for business because of the need for people who are trained in reading primary source material, synthesizing what they read, and applying it in problem-solving situations. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](#) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

### Curriculum Requirements

ANT 102	Introduction to Cultural Anthropology	3 credits
CMP 103	Introduction to Computer Based Systems	3 credits
ENG 242	American Literature II	3 credits
HIS 101	U.S. History I	3 credits
HIS 102	U.S. History II	3 credits

**Total Curriculum Requirements 15 credits**

## General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

### Mathematics

MAT 140	College Mathematics <u>OR</u>	
MAT 154	College Algebra	3 or 4 credits

### Lab Science

Select from list on pages 46-47. 8 credits

### Humanities

ENG 241	American Literature I (IW) (GIH)	3 credits
SPC 150	Oral Interpretation of Literature <u>OR</u>	
SPC 201	Public Speaking (IW) <u>OR</u>	
THC 105	Introduction to Theatre (GIH)	3 credits
Select a course from the list on pages 46-47.		3 credits

### Social Sciences

HIS 104	Western Civilization I (GIH)	3 credits
HIS 105	Western Civilization II (GIH)	3 credits
POS 110	United States National Politics (GIH)	3 credits

**Total General Education Requirements 35 to 36 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

### Elective and Foreign Language Requirements

To obtain this degree you must demonstrate proficiency in a foreign language at the 202 course level. To do this select from the following options:

1. If you have no foreign language coursework completed, take the French or Spanish 101, 102, 201, 202 course sequence offered at EAC.
2. If you have completed two years of high school French or Spanish courses, take the 201, 202 course sequence at EAC. These two courses will fulfill your foreign language requirement.
3. If you have completed four years of high school foreign language courses or have obtained foreign language ability at the 202 course level in some other manner, testing options are available to demonstrate your proficiency. Contact the Records and Registration Office for more information.
4. Any foreign language at the 202 course level may be transferred from an accredited college or university.

Depending on which option you choose, select a sufficient number of elective credits to obtain the 64 credit hours required for this degree. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Total Elective and Foreign Language Requirements 13 to 14 credits**

### Total Minimum Degree Requirements **64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## INDUSTRIAL PLANT TECHNICIAN

### Certificate of Proficiency

**30629**

Advisor: [Pat Burke](#), [Steve Cullen](#)

The Industrial Plant Technician Certificate program provides the student an opportunity to develop entry-level skills in the field of industrial plant technology. Students will receive a background in the maintenance and repair of mechanical systems typically found in industrial settings, significant hands-on experience with those systems, and instruction and practice in technical problem solving.

### Curriculum Requirements

CMP 101	Introduction to Computers	3 credits
IPT 110	Industrial Shop Practices	3 credits
IPT 120	Industrial Pump Maintenance and Repair	3 credits
IPT 130	Industrial Valve Maintenance and Repair	3 credits
IPT 140	Bulk Materials Handling	3 credits
IPT 150	Industrial Plant Hydraulics	2 credits
IPT 160	Machinery Maintenance and Troubleshooting	3 credits
TEC 112	Basic Hydraulics and Pneumatics	2 credits
WLD 101	Welding	3 credits
WLD 201	Repair Welding and Fabrication	3 credits

Select 6 additional credits from the following:

MIN 121	Surface Mine Safety Training	1 credit
IPT 297	Workshop	1 to 6 credits
IPT 298	Workshop	1 to 3 credits
IPT 299	Independent Study	1 to 3 credits
TEC 191	Industry Internship I	1 to 4 credits
TEC 192	Industry Internship II	1 to 4 credits

### Total Minimum Certificate Requirements **34 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
  - File a petition for certificate with your advisor.
  - Remove any indebtedness to the College.
  - Complete at least 15 credits at Eastern Arizona College.
- You must also complete an academic requirement by one of the following methods:
- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
  - EAC COMPASS writing placement score of 70 or higher entered into your student record.
  - Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
  - Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
  - EAC COMPASS algebra placement score of 65 or higher entered into your student record.

In addition to the above requirements, students must demonstrate reading ability at the tenth grade level or higher by achieving an appropriate score on an EAC approved reading test or by successful completion of ENG 091, Reading Improvement II.

# INDUSTRIAL PLANT TECHNICIAN - ADVANCED

## Certificate of Proficiency 30632

Advisor: [Pat Burke](#), [Steve Cullen](#)

The Industrial Plant Technician - Advanced Certificate program provides the student an opportunity to develop advanced skills in the field of industrial plant technology. Students will receive a background in industrial mechanical applications, maintenance processes, troubleshooting, and workplace communication.

### Curriculum Requirements

IPT 260	Advanced Machinery Maintenance and Troubleshooting	4 credits
MSP 104	Machine Shop	4 credits
SPC 100	Introduction to Human Communication	3 credits
TEC 116	Rigging	1 credit
TEC 118	Equipment Management Systems	1 credit

Select 9 additional credits from the following:

ELT 110	Electricity and Electronics	3 credits
IPT 297	Workshop	1 to 6 credits
IPT 298	Workshop	1 to 3 credits
IPT 299	Independent Study	1 to 3 credits
TEC 291	Industry Internship III	1 to 4 credits
TEC 292	Industry Internship IV	1 to 4 credits
WLD 211	Pipe Welding	3 credits
WLD 270	Technical Welding	3 credits

### Total Minimum Certificate Requirements **22 credits**

Before completing this certificate you must have completed the Industrial Plant Technician Certificate - 30629. IPT 297, 298, or 299 credits applied to the Industrial Plant Technician Certificate - 30629 may not be used again to complete this certificate.

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
  - File a petition for certificate with your advisor.
  - Remove any indebtedness to the College.
  - Complete at least 15 credits at Eastern Arizona College.
- You must also complete an academic requirement by one of the following methods:
- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
  - EAC COMPASS writing placement score of 70 or higher entered into your student record.
  - Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
  - Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
  - EAC COMPASS algebra placement score of 65 or higher entered into your student record.

In addition to the above requirements, students must demonstrate reading ability at the tenth grade level or higher by achieving an appropriate score on an EAC approved reading test or by successful completion of ENG 091, Reading Improvement II.

# INDUSTRIAL PLANT TECHNOLOGY

## Associate of Applied Science Degree 20612

Advisor: [Pat Burke](#), [Steve Cullen](#)

The Industrial Plant Technology AAS degree provides the student an opportunity to develop and upgrade skills needed to be productive and successful in mechanical maintenance and repair occupations. Additionally, this program develops career skills such as literacy, numeracy, and communication.

### Curriculum Requirements

IPT 110	Industrial Shop Practices	3 credits
IPT 120	Industrial Pump Maintenance and Repair	3 credits
IPT 130	Industrial Valve Maintenance and Repair	3 credits
IPT 140	Bulk Materials Handling	3 credits
IPT 150	Industrial Plant Hydraulics	2 credits
IPT 160	Machinery Maintenance and Troubleshooting	3 credits
IPT 260	Advanced Machinery Maintenance and Troubleshooting	4 credits
MSP 104	Machine Shop	4 credits
TEC 112	Basic Hydraulics and Pneumatics	2 credits
TEC 116	Rigging	1 credit
TEC 118	Equipment Management Systems	1 credit
WLD 101	Welding	3 credits
WLD 201	Repair Welding and Fabrication	3 credits

Choose at least 11 additional credits from the following to obtain the 46 credits of Curriculum Requirements:

DRF 104	Blueprint Reading	2 credits
ELT 110	Electricity and Electronics	3 credits
IPT 297	Workshop	1 to 6 credits
IPT 298	Workshop	1 to 3 credits
IPT 299	Independent Study	1 to 3 credits
MIN 121	Surface Mine Safety Training	1 credit
TEC 191	Industry Internship I	1 to 4 credits
TEC 192	Industry Internship II	1 to 4 credits
TEC 291	Industry Internship III	1 to 4 credits
TEC 292	Industry Internship IV	1 to 4 credits
WLD 211	Pipe Welding	3 credits
WLD 270	Technical Welding	3 credits

**Total Curriculum Requirements *46 credits with a GPA of 2.00 or higher***

### General Education Requirements

#### Computers

CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits

#### Mathematics

BUS 111	Business Mathematical Calculations	3 credits
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#### English

BUS 160	Communication for the Occupations	3 credits
ENG 100	Writing Fundamentals <u>OR</u>	
ENG 101	Written Communications I	3 credits
TEC 260	Technical Report Writing	3 credits

#### Social Sciences

Any course from the list on pages 45-46.		3 credits
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**Total General Education Requirements *18 credits***

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

**Total Minimum Degree Requirements *64 credits***

In addition to completing each of the courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 60 or higher\*
  2. EAC ASSET reading assessment test score of 35 or higher\*
  3. ACT Assessment Reading score of 14 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
  6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## INFORMATION TECHNOLOGY TECHNICIAN

### Certificate of Proficiency

30119

Advisors: [Lydia Mata](#), [James McBride](#), [Scott Russell](#)

This certificate program provides a faster track, emphasizing specific computer skills and fewer general courses. You will learn how to establish, organize and maintain many of the small computer network systems in use today.

#### Curriculum Requirements

CMP 100	Computer Careers	2 credits
CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits
CMP 113	Windows Operating System I	3 credits
CMP 151	Information Technology Essentials	3 credits
CMP 152	Information Technology Technician	3 credits
CMP 230	Linux System Administration	3 credits
CMP 250	Networking	3 credits
CMP 255	Microsoft Windows Server Administration	3 credits
CMP 285	Network Security	3 credits
CMP 291	CIS Practicum	5 credits

#### Total Minimum Certificate Requirements **31 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## LABORATORY ASSISTANT

### Certificate of Proficiency

30712

Advisor: [Mayuree Siripoon](#)

This program prepares you for an entry-level position as a laboratory assistant. Emphasis is on preparation to perform duties in a medical laboratory. Professional duties in a laboratory include drawing blood specimens, processing specimens, managing inventory of lab supplies, conducting quality assurance activities, performing point-of-care testing, using computers to assist in testing and documenting laboratory activities.

The following entry proficiencies are recommended:

- A ninth grade or higher reading level as determined by an EAC Placement Test or completion of ENG 100, Writing Fundamentals.
- Mathematics skills at the MAT 077 level or higher as determined by an EAC Placement Test or successful completion of MAT 055, Basic Math.

#### Curriculum Requirements

##### Health Care Education Core Requirements

HCE 100	Basic Health Care Concepts and Skills <u>OR</u>	
NUR 100	Nursing Assistant	4 or 8 credits
HCE 101	Basic Life Support	2 credits
HCE 112	Medical Terminology	2 credits
HCE 114	Math for Medications	2 credits

##### Total Health Care Education Core Requirements **10 to 14 credits**

HCE 152	Laboratory Assisting: Overview, Principles and Procedures	4 credits
HCE 158	Laboratory Assisting Practicum I	2 credits
HCE 186	Phlebotomy and Clinical Laboratory	2 credits
HCE 258	Laboratory Assisting Practicum II	2 credits

##### Total Minimum Certificate Requirements **20 to 24 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## LANGUAGES

### Associate of Arts Degree

#### AA-GR 60205

Advisors: [Tonka Curtis](#), [Bryan McBride](#)

Language study at EAC prepares you for careers in business, education, international relations, translation, social work, transportation, journalism and many other areas. Many Language majors go on to professional schools (law, medicine, dentistry and business). Language students gain an appreciation of other cultures, which enhances their understanding of their own culture. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

#### Curriculum Requirements

FRE 201	Intermediate French I <u>OR</u>	
SPA 201	Intermediate Spanish I	4 credits
FRE 202	Intermediate French II <u>OR</u>	
SPA 202	Intermediate Spanish II	4 credits
	Courses in one other language at the 100 level or above.	8 credits
<b>Total Curriculum Requirements</b>		<b>16 credits</b>

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

Select from list on pages 46-47. 3 credits

#### Lab Science

Select from list on pages 46-47. 8 credits

#### Humanities

You must choose from at least one of the following: 3 credits

ART 133	World of Art I (GIH)	
ART 134	World of Art II (GIH)	
MUS 101	World of Music (GIH)	
THC 105	Introduction to Theatre (GIH)	
	Select from list on pages 46-47.	6 credits

#### Social Sciences

ANT 110	Mexican-American Culture	3 credits
	Select from list on pages 46-47.	6 credits

**Total General Education Requirements 35 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

#### Elective Requirements

To obtain this degree you must take a minimum of 13 credit hours of approved elective courses numbered 100 or above. Approved courses are listed in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report.

**Total Elective Requirements 13 credits**

**Total Minimum Degree Requirements 64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## LAW ENFORCEMENT OFFICE ASSISTANT

### Certificate of Proficiency

#### 30812

Advisors: [Derek Rich](#), [Robert Smith](#)

This certificate is designed to prepare you for entry-level employment with a Criminal Justice agency as an office assistant. It also allows persons already employed in a Criminal Justice workgroup to upgrade their clerical and office technology skills and knowledge.

#### Curriculum Requirements

AJS 101	Introduction to Criminal Justice	3 credits
AJS 103	Criminal Investigation	3 credits
AJS 120	Police Communications	3 credits
AJS 266	The Police Function	3 credits
CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits
AIS 118	Electronic Keyboarding II	3 credits
AIS 213A	Office Procedures/Records Management	1 credit
AIS 213B	Office Procedures/Office Transcription	1 credit
AIS 213C	Office Procedures/Electronic Office Equipment	1 credit
AIS 214	The Office Professional	3 credits
AIS 238	Advanced Office Applications	3 credits

**Total Minimum Certificate Requirements 27 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- EAC COMPASS writing placement score of 70 or higher entered into your student record, OR
- Completion of ENG 100, Writing Fundamentals or higher with a grade of "C" or better.

# LAW ENFORCEMENT TECHNOLOGY

## Certificate of Proficiency 30813

Advisor: [Robert Smith](#)

This certificate is designed to prepare you for applying with an Arizona law enforcement agency to become a certified Peace Officer. It also allows persons already employed in law enforcement or a related Criminal Justice field to upgrade their skills and knowledge.

### Curriculum Requirements

AJS 101	Introduction to Criminal Justice	3 credits
AJS 103	Criminal Investigation	3 credits
AJS 120	Police Communications	3 credits
AJS 140	The Traffic Function	3 credits
AJS 202	Substantive Criminal Law	3 credits
AJS 266	The Police Function	3 credits
AJS 280	Community Policing	3 credits

### Total Minimum Certificate Requirements **21 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- EAC COMPASS writing placement score of 60 or higher entered into your student record, OR
- Completion of ENG 100, Writing Fundamentals or higher with a grade of "C" or better.

# LIBERAL STUDIES

## Associate of Arts Degree AA-GR 60000

Advisors: [Hopi Fitz-William](#), [Ida Nunley](#), [Ray Orr](#), [Gina Roebuck](#), [Kenny Smith](#), [Adam Stinchcombe](#)

A Liberal Studies Associate of Arts degree is appropriate if you plan to continue your education at a college or university and major in Liberal Arts. If you have not yet decided on a major but know you want to transfer to a four-year college or a university, this degree will fulfill the General Education requirement for many different programs of study. Liberal Studies Faculty Advisors are available to assist you in the selection of courses. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

Select from list on pages 46-47. **3 credits**

#### Lab Science

Select from list on pages 46-47. **8 credits**

#### Humanities

Select from the list on pages 46-47. Choose courses from at least two different departments and at least one course must have the prefix ART, MUS, SPC or THC. **6-9 credits**

#### Social Sciences

Select from the list on pages 46-47. Choose courses from at least two different departments. **6-9 credits**

#### Options

Select courses from the options category on pages 46-47 to complete the 35 General Education credits required. **0-6 credits**

### Total General Education Requirements **35 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

### Elective and Language Requirements

To obtain this degree you must demonstrate proficiency in a language other than English at the 202 course level. To do this select from the following options:

1. If you have no foreign language coursework completed, take the French or Spanish 101, 102, 201, 202 course sequence offered at EAC.
2. If you have completed two years of high school French or Spanish courses, take the 201, 202 course sequence at EAC. These two courses will fulfill your foreign language requirement.
3. If you have completed four years of high school foreign language courses or have obtained foreign language ability at the 202 course level in some other manner, testing options are available to demonstrate your proficiency. Contact the Records and Registration Office for more information.
4. Any foreign language at the 202 course level may be transferred from an accredited college or university.

Depending on which option you choose, select a sufficient number of elective credits to obtain the 64 credit hours required for this degree. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

### Total Elective and Language Requirements **29 credits**

### Total Minimum Degree Requirements **64 credits**

In addition to completing the required courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

# LICENSED PRACTICAL NURSE

## Certificate of Proficiency

30710

Advisor: [Carolyn McCormies](#)

This program prepares you to function as a practical nurse caring for acutely ill patients under the supervision of a registered nurse. Licensed Practical Nurse (LPN) gives basic nursing care and assists other members of the health care team. On successful completion of the program, you will be eligible to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN). Entry into the nursing program requires prior admission. For admission procedures to the nursing program, contact the Nursing Department, (928) 428-8396.

### Application Requirements

The following are required to be completed prior to applying for the Nursing Program:

- Submit a copy of a valid Department of Public Safety fingerprint clearance card (allow 4 – 6 weeks)
- Reading competency at the twelfth grade level or above on an EAC approved reading test or completion of ENG 113 with a grade of "C" or higher
- Standardized Nursing Entrance Exam with minimum score at or above the national average for all components and for the composite score.

### Admission Requirements

The following prerequisite courses are required to be completed with a minimum grade of "C" prior to starting the Nursing Program:

CHM 130	Fundamental Chemistry or higher (CHM 138 preferred)	4 credits
PSY 101	Introduction to Psychology	3 credits
BIO 201	Human Anatomy and Physiology I	4 credits
BIO 202	Human Anatomy and Physiology II	4 credits

The following are required prior to starting the nursing program:

- Placement test score as established by District policy that places the student into MAT 154 or completion of MAT 120 or higher with a grade of "C" or higher
- Meet the minimum math requirements for medical dosage calculations by demonstrating competency through testing or course completion of HCE 116 at the specified level set forth by the Nursing program.
- Current Arizona Nursing Assistant Certification number
- Submit the completed Immunization Record and Nursing Physical Form
- Current AHA CPR card - health care provider level (MUST be American Heart Association)

NOTE: (Pursuant to A.R.S. § 32-1606 (B) (17), an applicant for professional or practical nurse license by examination is not eligible for licensure if the applicant has any felony convictions and has not received an absolute discharge from the sentences for all felony convictions. The absolute discharge must be received five or more years before submitting an application for licensure. If the applicant cannot prove that the absolute discharge date is five or more years before the date of filing the application, the Board of Nursing cannot process the application.)

### Curriculum Requirements

HCE 241	Nutrition	3 credits
NUR 120*	Nursing One	9 credits
NUR 130*	Nursing Two	9 credits
NUR 240*	Nursing Three	9 credits
NUR 219*	Pharmacology for Nursing	3 credits

**Total Curriculum Requirements** **33 credits**

\*All nursing courses must be passed with a grade of "B" or better.

### General Education Requirements

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Lab Science

BIO 201	Human Anatomy and Physiology I	4 credits
BIO 202	Human Anatomy and Physiology II	4 credits

**Total General Education Requirements** **14 credits**

**Total Minimum Certificate Requirements** **47 credits**

In order to obtain this certificate you must:

- Complete each required course with a grade of "C" or better unless otherwise noted.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

# MACHINE SHOP TECHNOLOGY

## Associate of Applied Science Degree

20605

Advisor: [Newell Dryden](#)

The degree prepares you to enter industry in the machine trades. The program is primarily designed to fulfill the manufacturing plant, job shop, and maintenance shop needs for upgrading and new training. Up-to-date machining processes are emphasized.

### Curriculum Requirements

DRF 150	Dimensioning and Tolerancing	1 credit
DRF 154	Introduction to AutoCAD	2 to 3 credits
MSP 102	Materials of Industry	3 credits
MSP 104	Machine Shop	4 credits
MSP 201	Machine Tool Methods	3 credits
MSP 250	CNC Programming	4 credits
MSP 270	Advanced Machine Shop	5 credits
WLD 101	Welding	2 to 3 credits
WLD 270	Technical Welding	3 credits

Choose at least 17-19 additional credits from the following to obtain the 46 credits of Curriculum Requirements:

AUT 105	Automotive Electrical Fundamentals <u>OR</u>	
ELT 110	Electricity and Electronics	2 to 3 credits
COE 101	Job Seeking Strategies	2 credits
COE 111	Cooperative Education I (Occupational)	1 to 4 credits
DRF 220	Machine Drafting	3 credits
DRF 271	Advanced AutoCAD	2 to 3 credits
MSP 299	Independent Study	1 to 3 credits
SBM 110	Introduction to Entrepreneurship	3 credits
TEC 112	Basic Hydraulics and Pneumatics	2 credits
WLD 108	Oxyacetylene Welding and Metal Fabrication	3 credits
WLD 260	Flux Cored Arc and Gas Metal Arc Welding	3 credits

**Total Curriculum Requirements** **46 credits with a GPA of 2.00 or higher**

### General Education Requirements

#### Computers

CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits

#### Mathematics

MAT 120	Intermediate Algebra	4 credits
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An additional 11 credits, including at least one course from a category other than Computers or Mathematics, are to be selected from the list of General Education courses on pages 45-46. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education, where the maximum is two credits.

**Total General Education Requirements** **18 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless

General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

**Total Minimum Degree Requirements 64 credits**

In addition to completing the required courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 60 or higher\*
  2. EAC ASSET reading assessment test score of 35 or higher\*
  3. ACT Assessment Reading score of 14 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
  6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## MACHINE TECHNOLOGY

### Certificate of Proficiency 30619

Advisor: [Newell Dryden](#)

The Machine Technology Certificate program provides the student an opportunity to develop skills in the metal working field where there is a great demand for skilled workers. Students will receive a background in machining, precise measuring, and technical problem solving to prepare them for entry into the machine tool industry.

#### Curriculum Requirements

DRF 150	Dimensioning and Tolerancing	1 credit
MAT 120	Intermediate Algebra	4 credits
MSP 101	Fundamentals of Machine Shop <u>OR</u>	
MSP 104	Machine Shop	2 to 4 credits
MSP 102	Materials of Industry	3 credits
MSP 270	Advanced Machine Shop	5 credits
WLD 101	Welding	2 to 3 credits

Select 12 to 15 additional credits from the following:

AUT 105	Automotive Electrical Fundamentals <u>OR</u>	
ELT 110	Electricity and Electronics	2 to 3 credits
COE 101	Job Seeking Strategies	1 to 2 credits
COE 111	Cooperative Education I (Occupational)	1 to 4 credits
DRF 154	Introduction to AutoCAD	2 to 3 credits
DRF 220	Machine Drafting	3 credits
DRF 271	Advanced AutoCAD	2 to 3 credits
MSP 299	Independent Study	1 to 4 credits

**Total Minimum Certificate Requirements 32 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

## MATHEMATICS

### Associate of Arts Degree AA-SR 61101

Advisors: [Pedro Dabalsa](#), [Debra Green](#), [Ray Orr](#)

This degree will meet the General Education requirements and most of the mathematics requirements for the first two years of a four-year degree in Mathematics at Northern Arizona University. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

#### Curriculum Requirements

MAT 220	Calculus I	5 credits
MAT 230	Calculus II	4 credits
MAT 240	Calculus III	4 credits
MAT 260	Differential Equations	3 credits

**Total Curriculum Requirements 16 credits**

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

MAT 154	College Algebra	4 credits
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#### Lab Science

From the list below, choose two courses with the same prefix totaling 8-10 credits:

BIO 181	General Biology I (Majors) <u>AND</u>	4 credits
BIO 182	General Biology II (Majors) <u>OR</u>	4 credits
CHM 151	General Chemistry I <u>AND</u>	4 credits
CHM 152	General Chemistry II <u>OR</u>	4 credits
PHY 211	Physics with Calculus I <u>AND</u>	5 credits
PHY 212	Physics with Calculus II	5 credits

#### Humanities

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 6 credits

#### Social Sciences

Choose from Social Sciences list on pages 46-47. Choose courses from more than one department. 6 credits

#### Options

Select courses from the list on pages 46-47 to achieve a total of at least 36 credits in General Education courses. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections. 4 to 6 credits

**Total General Education Requirements 36 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

## Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

*Total Elective Requirements* *12 credits*

## Total Minimum Degree Requirements 64 credits

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## MEDIA COMMUNICATIONS

### Certificate of Proficiency

**30401**

Advisors: [David Arond](#), [Dee Lauritzen](#)

This program prepares a student to work in various audio/video development, production, promotion, and distribution occupations.

### Curriculum Requirements

ART 128	Beginning Digital Photography	3 credits
ART 287	Advanced Photoshop	3 credits
MDC 102	Introduction to Media Communications	3 credits
MDC 112	Scriptwriting	2 credits
MDC 150	Video Production	3 credits
MDC 180	Video Editing I	3 credits
MDC 210	Introduction to Computer Animation	2 credits
THC 112	Acting for Film	2 credits

### Total Minimum Certificate Requirements 21 credits

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a

grade of "C" or better.

- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## MEDICAL ASSISTANT

### Certificate of Proficiency

**30704**

Advisors: [Carolyn McCormies](#), [Robert Richman](#)

This program prepares you for an entry-level position as a medical assistant. Emphasis is on preparation to perform both clerical duties and clinical duties in a medical office.

The following entry proficiencies are recommended:

- A tenth grade or higher reading level as determined by an EAC Placement Test or completion of ENG 100, Writing Fundamentals.
- Mathematics skills at the MAT 077 level or higher as determined by an EAC Placement Test or successful completion of MAT 055, Basic Math.

### Curriculum Requirements

#### Health Care Education Core Requirements

HCE 100	Basic Health Care Concepts and Skills	<u>OR</u>
NUR 100	Nursing Assistant	4 or 8 credits
HCE 101	Basic Life Support	2 credits
HCE 112	Medical Terminology	2 credits
HCE 114	Math for Medications	2 credits
HCE 190	Human Body in Health and Disease	4 credits

#### Total Health Care Education Core Requirements 14 to 18 credits

HCE 130	Medical Assisting: Administrative Competencies	4 credits
HCE 160	Medical Assisting: Clinical Competencies	6 credits
HCE 170	Medical Assisting: Externship	4 credits
HCE 186	Phlebotomy and Clinical Laboratory	2 credits

### Total Minimum Certificate Requirements 30 to 34 credits

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## MEDICAL TRANSCRIPTION

### Certificate of Proficiency

**30705**

Advisors: [Robert Richman](#), [Mayuree Siripoon](#)

This program prepares you for an entry-level position as a medical transcriptionist. Emphasis is on the transcription of a wide variety of medical communications from machine dictation and an introduction to the terminology encountered in various medical specialties. A review of the language skills of punctuation, spelling, editing, proofreading, and vocabulary is stressed.

#### Curriculum Requirements

HCE 100	Basic Health Care Concepts and Skills	<u>OR</u>	
NUR 100	Nursing Assistant		4 or 8 credits
HCE 101	Basic Life Support		2 credits
HCE 112	Medical Terminology		2 credits
HCE 114	Math for Medications		2 credits

#### Total Health Care Education Core Requirements 10 to 14 credits

AIS 237	Word Processing Applications	<u>OR</u>	
AIS 238	Advanced Office Applications		3 credits
HCE 225	Medical Transcription	<u>OR</u>	
AIS 225	Medical Transcription		3 credits

#### Total Minimum Certificate Requirements 16 to 20 credits

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- EAC COMPASS writing placement score of 70 or higher entered into your student record or completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS placement into MAT 077 or higher or completion of MAT 055, Basic Math, or higher with a grade of "C" or better.

## MUSIC

### Associate of Arts Degree

**AA-SR 60403**

Advisors:

Instrumental: [Franklin Alvarez](#), [Geoff DeSpain](#)

Vocal: [Bruce Bishop](#), [Trish Jordahl](#)

The degree meets the requirements for a bachelor's degree from a music department at a university, provided you take four semesters of applied music instruction and make satisfactory progress in either voice or a major instrument. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

To successfully pursue a college career in music education, you must be able to play at least one instrument well; have some experience and/or training in voice; and possess knowledge of music theory. You must also possess or obtain adequate piano skills.

#### Curriculum Requirements

##### Music Theory Requirements

MUS 105	Music Theory I		3 credits
MUS 106	Music Theory II		3 credits
MUS 107	Aural Perception I		1 credit
MUS 108	Aural Perception II		1 credit
MUS 205	Music Theory III		3 credits
MUS 206	Music Theory IV		3 credits

MUS 212	Aural Perception III		1 credit
MUS 213	Aural Perception IV		1 credit
Total Music Theory Requirements			16 credits

#### Applied Music Requirements

Upon transfer to a university, all students must perform a placement audition in their area of emphasis. This will determine the level of applied instruction at the university level.

MUS 161	Private Voice II	<u>AND</u>	1 credit
MUS 162	Private Voice III	<u>AND</u>	1 credit
MUS 261	Private Voice IV	<u>AND</u>	1 credit
MUS 262	Private Voice V	<u>OR</u>	1 credit
MUS 171	Private Piano II	<u>AND</u>	1 credit
MUS 172	Private Piano III	<u>AND</u>	1 credit
MUS 271	Private Piano IV	<u>AND</u>	1 credit
MUS 272	Private Piano V	<u>OR</u>	1 credit
MUS 181	Private Instruments II	<u>AND</u>	1 credit
MUS 182	Private Instruments III	<u>AND</u>	1 credit
MUS 281	Private Instruments IV	<u>AND</u>	1 credit
MUS 282	Private Instruments V	<u>OR</u>	1 credit
MUS 183	Private Strings II	<u>AND</u>	1 credit
MUS 184	Private Strings III	<u>AND</u>	1 credit
MUS 283	Private Strings IV	<u>AND</u>	1 credit
MUS 284	Private Strings V		1 credit

Total Applied Music Requirements 4 credits

#### Ensemble Participation Requirement

Music majors must enroll in a minimum of one ensemble per semester, typically the major large performing group in your area of emphasis (instrumental, voice, strings, or keyboard).

MUS 111	Marching Band I		2 credits
MUS 211	Marching Band II		2 credits
MUS 129	Women's Chorale I		1 credit
MUS 130	Women's Chorale II		1 credit
MUS 229	Women's Chorale III		1 credit
MUS 230	Women's Chorale IV		1 credit
MUS 133	Symphonic Choir I		1 credit
MUS 134	Symphonic Choir II		1 credit
MUS 233	Symphonic Choir III		1 credit
MUS 234	Symphonic Choir IV		1 credit
MUS 136	A Cappella Choir I		2 credits
MUS 137	A Cappella Choir II		2 credits
MUS 236	A Cappella Choir III		2 credits
MUS 237	A Cappella Choir IV		2 credits
MUS 142	Symphonic Band I		2 credits
MUS 143	Symphonic Band II		2 credits
MUS 151	Symphony Orchestra I		1 credit
MUS 152	Symphony Orchestra II		1 credit
MUS 251	Symphony Orchestra III		1 credit
MUS 252	Symphony Orchestra IV		1 credit
MUS 157	Chamber Orchestra I		1 credit
MUS 158	Chamber Orchestra II		1 credit
MUS 257	Chamber Orchestra III		1 credit
MUS 258	Chamber Orchestra IV		1 credit

Total Ensemble Participation Requirements 4 to 8 credits

#### Music Education Requirements

Choose from the list below for a total of 2 credits:

#### Instrumental Emphasis

MUS 117	Class Instruction in Brass I		1 credit
MUS 118	Class Instruction in Brass II		1 credit
MUS 119	Class Instruction in Woodwinds I		1 credit
MUS 120	Class Instruction in Woodwinds II		1 credit
MUS 121	Class Instruction in Percussion		1 credit

**String Emphasis**

MUS 123	Class Instruction in Strings I	1 credit
MUS 124	Class Instruction in Strings II	1 credit

**Vocal Emphasis**

MUS 204	Elements of Conducting	2 credits
Total Music Education Requirements		2 credits

**Piano Proficiency Requirement**

A piano proficiency will be expected when music majors transfer to a university. All music majors must successfully complete MUS 256 to demonstrate their piano proficiency.

MUS 256	Class Piano IV	1 credit
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**Total Curriculum Requirements** **27 to 31 credits**

**General Education Requirements**

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

**English**

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

**Mathematics**

Select from list on pages 46-47. 3 to 5 credits

**Lab Science**

Select from list on pages 46-47. 8 to 10 credits

**Humanities**

MUS 101	World of Music (GIH)	3 credits
Select an ART, ENG, SPC, or THC course from the Humanities list on pages 46-47.		3 credits

**Social Sciences**

Choose from Social Sciences list on pages 46-47. Choose courses from more than one department. 6 credits

**Options**

Select courses from the list on pages 46-47 to achieve a total of at least 35 credits in General Education courses. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections. 2 to 6 credits

**Total General Education Requirements** **35 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

**Elective Requirements**

To obtain this degree you may need up to two credit hours of approved elective courses numbered 100 or above. Approved courses are listed in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report.

**Total Elective Requirements** **0 to 2 credits**

**Total Minimum Degree Requirements** **64 credits**

In addition to completing the required courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*

5. Completion of ENG 113, College Reading, with a grade of "C" or better
6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## NAIL TECHNICIAN

### Certificate of Proficiency 30114

**Advisors:** [Gayrene Claridge](#), [Janice Lawhorn](#)

This program prepares you for an entry-level position as a nail technician. Emphasis is on basic nail care, manicuring, and hand and arm massage. Classes meet to satisfy the 600 hours training necessary to qualify for the Arizona State Board of Cosmetology nail technician exam.

Classes meet approximately eight hours a day, five days a week so that the 600 hours of training necessary to qualify for the Arizona State exam can be obtained in one semester. This program is only offered when a minimum of six full-time students are accepted and registered.

In addition to general tuition, a fee of \$180.00 per credit hour is required for all Cosmetology courses. Cosmetology scholarships are available for those who qualify. Contact Eastern Arizona Academy of Cosmetology or EAC for more information. Entry into the Cosmetology program requires prior admission. For admission procedures to the Cosmetology program, contact Eastern Arizona Academy of Cosmetology, (928) 348-8878.

**Curriculum Requirements**

COS 121	Manicuring, Hand and Arm Massage I	1 credit
COS 123	Manicuring, Hand and Arm Massage II	1 credit
COS 125	Manicuring I	4 credits
COS 127	Manicuring II	4 credits
COS 150	Manicuring III	4 credits
COS 152	Manicuring IV	4 credits

**Total Minimum Certificate Requirements** **18 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

# NURSING

## Associate of Applied Science Degree 20702

Advisor: [Carolyn McCormies](#)

This program is designed to prepare you for beginning employment as a staff nurse giving direct care to patients. The program has received approval by the Arizona Board of Nursing. On successful completion of the program, you will be awarded the Associate of Applied Science in Nursing degree and will be eligible to make application to write the National Council Licensure Examination for Registered Nurses (NCLEX-RN). The program permits students to enter or exit from the program based on their specific needs, space availability, and time limitations. Entry into the nursing program requires prior admission. For admission procedures to the nursing program, contact the Nursing Department, (928) 428-8396.

### Application Requirements

The following are required to be completed prior to applying for the Nursing Program:

- Submit a copy of a valid Department of Public Safety fingerprint clearance card (allow 4 – 6 weeks).
- Reading competency at the twelfth grade level or above on an EAC approved reading test or completion of ENG 113 with a grade of “C” or higher.
- HESI Assessment Nursing Entrance Exam (A2) with a minimum score of 75% or above average for all components and composite score within the same test.

### Admission Requirements

The following prerequisite courses are required to be completed with a minimum grade of “C” prior to starting the Nursing Program:

CHM 130	Fundamental Chemistry or higher (CHM 138 preferred)	4 credits
PSY 101	Introduction to Psychology	3 credits
BIO 201	Human Anatomy and Physiology I	4 credits
BIO 202	Human Anatomy and Physiology II	4 credits

The following are required prior to starting the nursing program:

- Placement test score as established by District policy that places the student into MAT 154 or completion of MAT 120 or higher with a grade of “C” or higher
- Meet the minimum math requirements for medical dosage calculations by demonstrating competency through testing or course completion of HCE 116 at the specified level set forth by the Nursing program.
- Current Arizona Nursing Assistant Certification number
- Submit the completed Immunization Record and Nursing Physical Form
- Current AHA CPR card - health care provider level (MUST be American Heart Association)

NOTE: (Pursuant to A.R.S. § 32-1606 (B) (17), an applicant for professional or practical nurse license by examination is not eligible for licensure if the applicant has any felony convictions and has not received an absolute discharge from the sentences for all felony convictions. The absolute discharge must be received five or more years before submitting an application for licensure. If the applicant cannot prove that the absolute discharge date is five or more years before the date of filing the application, the Board of Nursing cannot process the application.)

### Curriculum Requirements

HCE 240	Human Pathophysiology	4 credits
HCE 241	Nutrition	3 credits
NUR 120	Nursing One	9 credits
NUR 130	Nursing Two	9 credits
NUR 219	Pharmacology for Nursing	3 credits
NUR 240	Nursing Three	9 credits
NUR 250	Nursing Four	9 credits

**Total Curriculum Requirements** **46 credits\***

\*All nursing courses must be passed with a grade of “B” or better and all prerequisites and corequisites must be passed with a grade of “C” or better for students to remain in and complete the program.

### General Education Requirements

<b>English</b>		
ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

<b>Lab Science</b>		
BIO 201	Human Anatomy and Physiology I	4 credits
BIO 202	Human Anatomy and Physiology II	4 credits
BIO 205	Microbiology	4 credits

**Total General Education Requirements** **18 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of “C” or better.

### Total Minimum Degree Requirements including prerequisites

**71 credits**

In addition to completing the required courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
  - Attain a cumulative grade point average of 2.00 or higher.
  - Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
    1. EAC COMPASS reading assessment test score of 60 or higher\*
    2. EAC ASSET reading assessment test score of 35 or higher\*
    3. ACT Assessment Reading score of 14 or higher\*
    4. SAT verbal score of 530 or higher\*
    5. Completion of ENG 091, Reading Improvement II, with a grade of “C” or better
    6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*
- \*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.
- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
  - Remove any indebtedness to the College.

# NURSING ASSISTANT

## Certificate of Proficiency 30706

Advisors: [Carolyn McCormies](#), [Mayuree Siripoon](#)

This program prepares you for an entry-level position as a nursing assistant. Emphasis is on basic patient care skills, based on the knowledge of universal precautions, asepsis, basic human needs, body mechanics, treatments and procedures, patient admission, transfer, discharge, and eldercare.

The following entry proficiencies are recommended:

- A tenth grade reading level on an EAC Placement Test or completion of ENG 100, Writing Fundamentals.
- An EAC Placement Test score at the MAT 077 level or higher or successful completion of MAT 055, Basic Math.

## Curriculum Requirements

### Health Care Education Core Requirements

HCE 100	Basic Health Care Concepts and Skills	4 credits
HCE 101	Basic Life Support	2 credits
HCE 112	Medical Terminology	2 credits
HCE 114	Math for Medications	2 credits

**Total Health Care Education Core Requirements** 10 credits

NUR 100	Nursing Assistant	8 credits
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**Total Minimum Certificate Requirements** 18 credits

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

Upon completion of the program, you will qualify to take the State nursing assistant certification exam.

## OFFICE ASSISTANT

### Certificate of Proficiency 30116

**Advisors:** [Dana Barnett](#), [Tammy Campbell](#), [Derek Rich](#)

This certificate program provides basic training in office skills and business knowledge that is expected in the business world today. The curriculum prepares you for positions such as clerk, receptionist or office assistant.

### Curriculum Requirements

AIS 118	Electronic Keyboarding II	3 credits
AIS 213A	Office Procedures/Records Management	1 credit
AIS 213B	Office Procedures/Office Transcription	1 credit
AIS 213C	Office Procedures/Electronic Office Equipment	1 credit
AIS 214	The Office Professional	3 credits
AIS 238	Advanced Office Applications	3 credits
AIS 239A	Multimedia/Electronic Task Management	1 credit
AIS 240	Desktop Publishing	3 credits
BUS 101	Fundamentals of Accounting <u>OR</u>	
BUA 233	Uses of Accounting Information I	3 to 4 credits
BUS 111	Business Mathematical Calculations	3 credits
CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits
ENG 101	Written Communications I	3 credits

**Total Minimum Certificate Requirements** 28 to 29 credits

To obtain this certificate, you must complete each required course above with a grade of "C" or better.

## PARAMEDICINE

### Associate of Applied Science Degree 20703

**Advisor:** [Mark Kempton](#)

This program prepares you for employment as a paramedic who is qualified to give emergency care to patients. The program is approved by the Arizona Department of Health Services, Office of Emergency Medical Services and by the National Registry of Emergency Medical Services. After successfully completing the degree you are eligible to take the required State and National Registry of Emergency Medical Technicians examinations at the Paramedic level.

Program size is limited to 20 students by Arizona State regulation.

The following are required for admission into the program:

- Completion of high school or GED
- Current American Heart Association, health care provider CPR certification
- Current certification as an Arizona Basic EMT or above
- Reading competency at the tenth grade level or above, on EAC-approved reading test
- Passage of written and oral entrance examinations

### Curriculum Requirements

EMT 210	Paramedic I	12 credits
EMT 212	Paramedic II	12 credits
EMT 214	Paramedic III	12 credits
EMT 220	Advanced Cardiac Life Support	1 credit
EMT 221	Pediatric Advanced Life Support	1 credit
EMT 222	Trauma Patient Management	1 credit
HCE 171	Introduction to Medical Pharmacology	3 credits

**Total Curriculum Requirements** 42 credits with a GPA of 2.00 or higher

### General Education Requirements

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Lab Science

CHM 130	Fundamental Chemistry <u>OR</u>	
CHM 138	An Introduction to General, Organic, and Biological Chemistry	4 credits
BIO 160	Intro. to Human Anatomy and Physiology	4 credits

#### Mathematics

MAT 140	College Mathematics	3 credits
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#### Social Sciences

PSY 101	Introduction to Psychology	3 credits
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**Total General Education Requirements** 20 credits

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Total Elective Requirements** 2 credits

**Total Minimum Degree Requirements** 64 credits

In addition to completing the required courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 60 or higher\*
  2. EAC ASSET reading assessment test score of 35 or higher\*
  3. ACT Assessment Reading score of 14 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
  6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## PATIENT CARE TECHNICIAN

### Certificate of Proficiency 30708

Advisor: [Mayuree Siripoon](#)

This program will prepare you for an entry-level position as a patient care technician. Emphasis is on technical skills necessary to perform personal care to complex patients, implementation of selected portions of care plan including respiratory services, rehabilitation services, EKG, and phlebotomy under the supervision of registered nurses.

The following entry proficiencies are recommended:

- A tenth grade or higher reading level as determined by an EAC Placement Test or completion of ENG 100, Writing Fundamentals.
- Mathematics skills at the MAT 077 level or higher as determined by an EAC Placement Test or successful completion of MAT 055, Basic Math.

#### Curriculum Requirements

##### Health Care Education Core Requirements

NUR 100	Nursing Assistant	8 credits
HCE 101	Basic Life Support	2 credits
HCE 112	Medical Terminology	2 credits
HCE 114	Math for Medications	2 credits

**Total Health Care Education Core Requirements 14 credits**

HCE 180	Patient Care Technician	4 credits
HCE 186	Phlebotomy and Clinical Laboratory	2 credits
HCE 188	Electrocardiogram	2 credits

**Total Minimum Certificate Requirements 22 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.

- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## PHARMACY TECHNICIAN

### Associate of Applied Science Degree 20704

Advisor: [Mayuree Siripoon](#)

This program prepares you for an intermediate level on the pharmacy team. Emphasis is on preparation to perform duties in a pharmacy setting as a pharmacy technician. Professional duties may include selecting, counting, and pouring prescription medications; updating patient profiles and preparing prescription labels; assisting with drug purchasing and inventory control; packaging medications in unit-dose or med-card form; mixing intravenous solutions and other specialized medications; and gathering data for pharmacists to use in monitoring drug therapy. On successful completion of the program, you will be awarded the Associate of Applied Science degree and will be eligible to take the National Certification test and become a certified pharmacy technician (CPHT).

#### Curriculum Requirements

HCE 100	Basic Health Care Concepts and Skills	4 credits
HCE 101	Basic Life Support	2 credits
HCE 112	Medical Terminology	2 credits
HCE 115	Pharmacy Calculations	2 credits
HCE 156	Science for Allied Health	4 credits
HCE 171	Introduction to Medical Pharmacology	3 credits
HCE 174	Fundamentals of Pharmacy Practice	2 credits
HCE 175	Sterile Products and Compounding	4 credits
HCE 176	Pharmacy Practice for Technician	2 credits

**Total Curriculum Requirements 25 credits with a GPA of 2.00 or higher**

#### General Education Requirements

<i>English</i>		
ENG 100	Writing Fundamentals <u>OR</u>	
ENG 101	Written Communications I	3 credits

<i>Mathematics</i>		
MAT 120	Intermediate Algebra <u>OR</u>	
MAT 140	College Mathematics <u>OR</u>	
MAT 154	College Algebra	3 or 4 credits

<i>Lab Science</i>		
CHM 130	Fundamental Chemistry or higher (CHM 138 preferred)	4 credits
BIO 160	Introduction to Human Anatomy and Physiology	4 credits
BIO 205	Microbiology	4 credits

<i>Computers</i>		
CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits

**Total General Education Requirements 21 to 22 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

## Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

*Total Elective Requirements* **17 to 18 credits**

## Total Minimum Degree Requirements **64 credits**

In addition to completing the required courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 60 or higher\*
  2. EAC ASSET reading assessment test score of 35 or higher\*
  3. ACT Assessment Reading score of 14 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
  6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## PHARMACY TECHNICIAN

### Certificate of Proficiency 30713

Advisor: [Mayuree Siripoon](#)

This program prepares you for an entry-level position into the healthcare professions as a pharmacy technician. Students will be trained in the technical aspects of handling medications and work primarily with the drug product. Typical pharmacy technician tasks may include: selecting, counting, and pouring prescription medications; updating patient profiles and preparing prescription labels; assisting with drug purchasing and inventory control; packaging medications in unit-dose or med-card form; mixing intravenous solutions and other specialized medications; and gathering data for pharmacists to use in monitoring drug therapy. On successful completion of this certificate program, you will be eligible to take the National Certification test and become a certified pharmacy technician (CPhT).

### Curriculum Requirements

HCE 100	Basic Health Care Concepts and Skills	4 credits
HCE 101	Basic Life Support	2 credits
HCE 112	Medical Terminology	2 credits
HCE 115	Pharmacy Calculations	2 credits
HCE 156	Science for Allied Health	4 credits
HCE 171	Introduction to Medical Pharmacology	3 credits
HCE 174	Fundamentals of Pharmacy Practice	2 credits
HCE 175	Sterile Products and Compounding	4 credits
HCE 176	Pharmacy Practice for Technician	2 credits

### Total Minimum Certificate Requirements **25 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## PHYSICS

### Associate of Science Degree AS-SR 80704

Advisor: [Madhuri Bapat](#)

This degree will meet the requirements of the first two years of a four-year program in physics or related fields (physical chemistry, applied mathematics, geophysics, biological physics, pre-medical science, scientific journalism, etc.). Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs. You should enter this curriculum having completed two years of algebra and one year each of chemistry and physics in high school or the equivalent college courses.

### Curriculum Requirements

MAT 260	Differential Equations	3 credits
PHY 211	Physics with Calculus I	5 credits
PHY 212	Physics with Calculus II	5 credits

*Total Curriculum Requirements* **13 credits**

### General Education Requirements

AGEC-S. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

### Mathematics

MAT 220	Calculus I	5 credits
MAT 230	Calculus II	4 credits
MAT 240	Calculus III	4 credits

### Lab Science

CHM 151	General Chemistry I	4 credits
CHM 152	General Chemistry II	4 credits

### Humanities

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. **6 credits**

### Social Sciences

Choose from Social Sciences list on pages 46-47. Choose courses from more than one department. **6 credits**

*Total General Education Requirements* **39 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

*Total Elective Requirements* **12 credits**

### Total Minimum Degree Requirements **64 credits**

In addition to completing the required courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## POLITICAL SCIENCE

### Associate of Arts Degree

**AA-SR 60804**

Advisor: [Patrick Lukens](#)

This degree provides the first two years of a four-year bachelor's degree program in political science. Upon obtaining this AA degree you could enter a college of education and obtain a bachelor's degree and a secondary teacher's certificate; or enter a college of liberal arts and complete a bachelor's degree in political science. Following this, you might enter law school, employment in government or enter graduate school for further and more specialized work in political science. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](#) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

#### Curriculum Requirements

ANT 102	Introduction to Cultural Anthropology	3 credits
CMP 103	Introduction to Computer Based Systems	3 credits
HIS 101	U.S. History I	3 credits
HIS 102	U.S. History II	3 credits
POS 110	United States National Politics	3 credits

*Total Curriculum Requirements* **15 credits**

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

Select from course list on pages 46-47. **3 credits**

#### Lab Science

Select from course list on pages 46-47. **8 credits**

#### Humanities

SPC 150	Oral Interpretation of Literature <u>OR</u>	
SPC 201	Public Speaking (IW) <u>OR</u>	
THC 105	Introduction to Theatre (GIH)	3 credits
Select two other courses from the list on pages 46-47.		<b>6 credits</b>

#### Social Sciences

BUA 221	Principles of Macroeconomics (GIH)	3 credits
BUA 223	Principles of Microeconomics	3 credits
Select another non-BUA department Social Sciences course from list on pages 46-47.		<b>3 credits</b>

### Total General Education Requirements **35 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

### Elective and Foreign Language Requirements

To obtain this degree you must demonstrate proficiency in a foreign language at the 202 course level. To do this select from the following options:

1. If you have no foreign language coursework completed, take the French or Spanish 101, 102, 201, 202 course sequence offered at EAC.
2. If you have completed two years of high school French or Spanish courses, take the 201, 202 course sequence at EAC. These two courses will fulfill your foreign language requirement.
3. If you have completed four years of high school foreign language courses or have obtained foreign language ability at the 202 course level in some other manner, testing options are available to demonstrate your proficiency. Contact the Records and Registration Office for more information.
4. Any foreign language at the 202 course level may be transferred from an accredited college or university.

Depending on which option you choose, select a sufficient number of elective credits to obtain the 64 credit hours required for this degree. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

### Total Elective and Foreign Language Requirements **13 to 14 credits**

### Total Minimum Degree Requirements **64 credits**

In addition to completing the required courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on

Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## PRE-CHIROPRACTIC MEDICINE

### Associate of Arts Degree

#### TG-XR 80705

Advisors: [Carolyn McCormies](#), [Joel Shelton](#)

The following curriculum will satisfy the pre-admission requirements for most colleges offering a degree in chiropractic medicine.

#### Curriculum Requirements

BIO 201	Human Anatomy and Physiology I	4 credits
BIO 202	Human Anatomy and Physiology II	4 credits
CHM 235	General Organic Chemistry I	4 credits
CHM 236	General Organic Chemistry II (IW)	4 credits
PHY 111	General Physics I <u>OR</u>	
PHY 211	Physics with Calculus I	4 or 5 credits
PHY 112	General Physics II <u>OR</u>	
PHY 212	Physics with Calculus II	4 or 5 credits

**Total Curriculum Requirements** **24 to 26 credits**

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

Select one mathematics course listed below: 3 to 5 credits

MAT 154	College Algebra	
MAT 181	Plane Trigonometry	
MAT 187	Precalculus	
MAT 220	Calculus I	

#### Lab Science

CHM 151	General Chemistry I	4 credits
CHM 152	General Chemistry II	4 credits

#### Humanities

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 6 credits

#### Social Sciences

PSY 101	Introduction to Psychology	3 credits
Select courses from the list on pages 46-47.		6 credits

#### Options

Any of the Curriculum Requirements listed above satisfy the Options requirement for the AGECE in this degree. 4 credits

**Total General Education Requirements** **36 to 38 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Total Elective Requirements** **4 to 8 credits**

### Total Minimum Degree Requirements **64 credits**

In addition to completing the required courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## PRE-MEDICAL SCIENCE

### Associate of arts Degree

#### TG-XR 80707

Advisor: [Carolyn McCormies](#)

This degree provides the first two years of a four-year bachelor of science degree in preparation for entering one of the professional medical schools such as dentistry, medicine, osteopathy, or veterinary medicine.

To complete this curriculum in two years you will need to have completed two years of high school algebra and one year of high school chemistry or the college equivalents before you begin the curriculum requirements.

#### Curriculum Requirements

BIO 181	General Biology I	4 credits
BIO 182	General Biology II	4 credits
BIO 201	Human Anatomy and Physiology I	4 credits
BIO 202	Human Anatomy and Physiology II	4 credits
CHM 235	General Organic Chemistry I	4 credits
CHM 236	General Organic Chemistry II (IW)	4 credits

**Total Curriculum Requirements** **24 credits**

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

MAT 154	College Algebra <u>OR</u>	
MAT 187	Precalculus	4 or 5 credits

**Lab Science**

CHM 151	General Chemistry I	4 credits
CHM 152	General Chemistry II	4 credits
PHY 111	General Physics I	4 credits
PHY 112	General Physics II	4 credits

**Humanities**

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 6 credits

**Social Sciences**

Select courses from the list on pages 46-47. 6 credits

**Total General Education Requirements** **38 to 39 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

**Elective Requirements**

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Total Elective Requirements** **1 to 2 credits**

**Total Minimum Degree Requirements** **64 credits**

In addition to completing the required courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## PRE-NURSING

### Associate of ARTS Degree

**TG-XR 80708**

**Advisors:** [Carolyn McCormies](#), [Mayuree Siripoon](#)

The following curriculum will satisfy the pre-admission requirements for most colleges offering a bachelor's degree in nursing. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

**Curriculum Requirements**

CHM 138	An Introduction to General, Organic, and Biological Chemistry <u>OR</u>	
CHM 130	Fundamental Chemistry <u>OR</u>	
CHM 151	General Chemistry	4 credits
HCE 241	Nutrition	3 credits

**Total Curriculum Requirements** **7 credits**

**General Education Requirements**

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

**English**

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

**Mathematics**

MAT 160	Introduction to Statistics	3 credits
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**Lab Science**

BIO 201	Human Anatomy and Physiology I	4 credits
BIO 202	Human Anatomy and Physiology II	4 credits
BIO 205	Microbiology	4 credits

**Humanities**

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 6 credits

**Social Sciences**

PSY 101	Introduction to Psychology	3 credits
PSY 250	Developmental Psychology	3 credits

Select another non-PSY Social Sciences course from the list on pages 46-47. 3 credits

**Total General Education Requirements** **36 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

**Elective Requirements**

To obtain this degree you must take a minimum of 21 credits of elective courses numbered 100 or above to obtain the 64 credits required. You should obtain a catalog from the institution you will transfer to and select courses required by the nursing curriculum at that institution.

**Total Elective Requirements** **21 credits**

**Total Minimum Degree Requirements** **64 credits**

**Suggested courses for transfer to each university:**

**ASU Transfer Students**

For students interested in transferring to Arizona State University, consult this link: <http://nursingandhealth.asu.edu/programs/nursing/undergraduate/bsn/index.htm>

The following additional EAC courses are recommended:

HCE 240 Human Pathophysiology 4 credits

#### NAU Transfer Students

For students interested in transferring to Northern Arizona University, consult this link: [http://www4.nau.edu/academiccatalog/2007/Educational\\_Programs/Health\\_Professions/Nursing/BSNursEM.htm](http://www4.nau.edu/academiccatalog/2007/Educational_Programs/Health_Professions/Nursing/BSNursEM.htm)

#### UA Transfer Students

For students interested in transferring to the University of Arizona, consult this link: <http://nursing.arizona.edu/BSN14Pre.htm>

The following additional EAC courses are recommended:

CHM 152 General Chemistry II OR  
CHM 230 Fundamental Organic Chemistry 4 credits

In addition to completing the required courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## PRE-OPTOMETRY

### Associate of Science Degree TG-XR 80709

Advisor: [Joel Shelton](#)

Requirements for admission to the schools and colleges of optometry vary. However, all require at least two years of pre-optometry study. Since each school has its own unique program, you should obtain the catalog of the institution you plan to transfer to and select elective EAC courses that meet the requirements of the transfer institution.

#### Curriculum Requirements

BIO 181	General Biology I	4 credits
BIO 182	General Biology II	4 credits
BIO 201	Human Anatomy and Physiology I	4 credits
BIO 202	Human Anatomy and Physiology II	4 credits
CHM 230	Fundamental Organic Chemistry <u>OR</u>	
CHM 235	General Organic Chemistry I	4 credits
MAT 160	Introduction to Statistics	3 credits
PHY 112	General Physics II	4 credits

**Total Curriculum Requirements** 27 credits

#### General Education Requirements

AGEC-S. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

<b>English</b>		
ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

<b>Mathematics</b>		
MAT 220	Calculus I	5 credits

<b>Lab Science</b>		
CHM 151	General Chemistry I	4 credits
CHM 152	General Chemistry II	4 credits
PHY 111	General Physics I	4 credits

**Humanities**  
Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 6 credits

**Social Sciences**  
PSY 101 Introduction to Psychology 3 credits  
Select an additional course from Social Sciences list on pages 46-47. 3 credits

**Total General Education Requirements** 35 credits

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

#### Elective Requirements

To obtain this degree you must take a minimum of two credits of elective courses numbered 100 or above to obtain the 64 credits required. You should obtain a catalog from the institution you will transfer to and select courses required by the optometry curriculum at that institution.

**Total Elective Requirements** 2 credits

**Total Minimum Degree Requirements** 64 credits

In addition to completing the required courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## PRE-PHARMACY

### Associate of Arts Degree

#### TG-XR 60704

Advisor: [Phil McBride](#)

This degree prepares you for entrance into the College of Pharmacy at the University of Arizona. If you plan to transfer to another university, its Pharmacy curriculum should be followed. Pharmacy aptitude tests should be taken and application to the university made early in your second year at EAC.

Please consult your advisor as there are approximately 72 credits of prerequisites required for admission into a College of Pharmacy.

#### Curriculum Requirements

All of the courses listed below are prerequisites for admission into many College of Pharmacy programs. Only 20 of these credits are required for graduation from Eastern Arizona College. Select at least 5 courses from the list below.

BIO 201	Human Anatomy & Physiology I	4 credits
BIO 202	Human Anatomy & Physiology II	4 credits
BIO 205	Microbiology	4 credits
CHM 235	General Organic Chemistry I	4 credits
CHM 236	General Organic Chemistry II	4 credits
PHY 111	General Physics I	4 credits
PHY 112	General Physics II	4 credits

*Total Curriculum Requirements* **20 credits**

#### General Education Requirement

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

##### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

##### Mathematics

MAT 210	Elements of Calculus <u>OR</u>	
MAT 220	Calculus I	4 to 5 credits

##### Lab Science

BIO 181	General Biology I	4 credits
BIO 182	General Biology II	4 credits
CHM 151	General Chemistry I	4 credits
CHM 152	General Chemistry II	4 credits

##### Humanities

SPC 201	Public Speaking (IW)	3 credits
Select a Fine Arts course (ART, MUS, or THC) from Humanities list on pages 46-47.		3 credits

##### Social Sciences

BUA 221	Principles of Macroeconomics (GIH) <u>OR</u>	
BUA 223	Principles of Microeconomics	3 credits
Select courses from the list on pages 46-47.		3 credits

*Total General Education Requirements* **38 to 39 credits**

#### Elective Requirements

To obtain this degree you must take a minimum of five to six credit hours of approved elective courses numbered 100 or above. Approved courses are listed in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report.

*Total Elective Requirements* **5 to 6 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

#### Total Minimum Degree Requirements

**64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## PRE-PHYSICAL THERAPY

### Associate of Arts Degree

#### TG-XR 60705

Advisor: [Carolyn McCormies](#)

This degree will fulfill the pre-physical therapy requirements at most transfer institutions. Obtain the catalog of the institution you plan to transfer to and select your elective courses based on their requirements.

#### Curriculum Requirements

BIO 202	Human Anatomy and Physiology II	4 credits
BIO 205	Microbiology	4 credits
PHY 111	General Physics I	4 credits
PHY 112	General Physics II	4 credits

*Total Curriculum Requirements* **16 credits**

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

##### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

##### Mathematics

MAT 160	Introduction to Statistics	3 credits
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##### Lab Science

CHM 151	General Chemistry I	4 credits
CHM 152	General Chemistry II	4 credits
BIO 201	Human Anatomy and Physiology I	4 credits

##### Humanities

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. **6 credits**

**Social Sciences**

PSY 101	Introduction to Psychology	3 credits
PSY 250	Developmental Psychology	3 credits
Select another non-PSY Social Sciences course from the list on pages 46-47.		3 credits

**Total General Education Requirements 36 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

**Elective Requirements**

To obtain this degree you must take twelve credits of elective courses numbered 100 or above to obtain the 64 credits required. You should obtain a catalog from the institution you will transfer to and select electives required by that institution.

**Total Elective Requirements 12 credits**

**Total Minimum Degree Requirements 64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

**PSYCHOLOGY**

**Associate of Arts Degree**

**AA-SR 60806**

**Advisor:** [Jennifer Leaver](#)

This degree specifies courses that satisfy the AGEC transfer pathway for an AA-SR degree. The Psychology courses identified in the Curriculum Requirements and the General Education Requirements also satisfy the preparatory major requirements for a baccalaureate degree in Psychology. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs. This degree also satisfies the needs of students - majors and non-majors - who are interested in psychology primarily as a part of a broad liberal education. In addition, the courses provide a background in psychological principles and techniques to enhance work in other Social Sciences and in such professional fields as education, business, law enforcement, and health-related fields.

Students often major in psychology to prepare for careers in related fields such as personnel relations, occupational and personal counseling, medicine and dentistry, social and case work, marketing, administration, the legal profession, or counseling and teaching in the public schools.

Others plan on graduate work in psychology. Graduate training in psychology prepares you for a career as an academic psychologist (teaching and research), clinical psychologist (mental health centers, institutions, and private practice), industrial and organizational

psychologist, and government psychologist (research, administration, testing).

High school preparation should include courses in Social Sciences as well as the natural sciences (such as biology and chemistry). Two years of high school foreign language study and a proficiency in algebra is highly desirable. In general, the broad liberal arts education that prepares you for college studies is appropriate for majoring in Psychology at Eastern.

**Curriculum Requirements**

CMP 103	Introduction to Computer Based Systems	3 credits
PSY 101	Introduction to Psychology	3 credits
PSY 220	Introduction to Statistics	3 credits
PSY 270	Experimental Psychology	4 credits

**Total Curriculum Requirements 13 credits**

**General Education Requirements**

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

**English**

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

**Mathematics**

MAT 140	College Mathematics <u>OR</u>	
MAT 154	College Algebra	3 or 4 credits

**Lab Science**

BIO 100	Biology Concepts	4 credits
Another Lab Science course from list on pages 46-47.		4 credits

**Humanities**

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 9 credits

**Social Sciences**

PSY 230	Social Psychology	3 credits
PSY 240	Abnormal Psychology <u>OR</u>	
PSY 250	Developmental Psychology	3 credits
SOC 101	Introduction to Sociology (GIH)	3 credits

**Total General Education Requirements 35 to 36 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

**Elective and Foreign Language Requirements**

To obtain this degree you must demonstrate proficiency in a foreign language at the 202 course level. To do this select from the following options:

1. If you have no foreign language coursework completed, take the French or Spanish 101, 102, 201, 202 course sequence offered at EAC.
2. If you have completed two years of high school French or Spanish courses, take the 201, 202 course sequence at EAC. These two courses will fulfill your foreign language requirement.
3. If you have completed four years of high school foreign language courses or have obtained foreign language ability at the 202 course level in some other manner, testing options are available to demonstrate your proficiency. Contact the Records and Registration Office for more information.
4. Any foreign language at the 202 course level may be transferred from an accredited college or university.

Depending on which option you choose, select a sufficient number of elective credits to obtain the 64 credit hours required for this degree. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College

Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

*Total Elective and Foreign Language Requirements 15 to 16 credits*

**Total Minimum Degree Requirements 64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## RENEWABLE SUSTAINABLE ENERGY

### Certificate Of Proficiency

**30634**

Advisor: [Pat Burke](#), [Charles Smith](#)

The Renewable Sustainable Energy Certificate of Proficiency provides the student an opportunity to develop advanced skills in the technical field of renewable energy. Students will receive a background in industrial and residential applications of electricity, solar energy, and wind energy.

#### Curriculum Requirements

ELT 101	Fundamentals of Electricity and Electronics <u>OR</u>	3 credits
ELT 110	Electricity and Electronics	3 credits
ELT 115	Conduits and Raceways	2 credits
TEC 171	Renewable Energy Technology	2 credits
TEC 172	Photovoltaic Design and Application	2 credits
TEC 173	Passive Solar Design and Application	2 credits
TEC 174	Wind Turbine Design and Application	2 credits

**Total Minimum Certificate Requirements 13 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of TEC 101, Technical Math I, or MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## RETAIL MANAGEMENT

### Certificate of Proficiency

**30123**

Advisor: [Michael Fox](#)

This certificate prepares students for careers at management levels of retail businesses. It is endorsed by the Western Association of Food Chains and is designed for both grocery store employees and anyone else who is interested in furthering his or her career in retail management.

#### Curriculum Requirements

BUS 101	Fundamentals of Accounting <u>OR</u>	
BUA 233	Uses of Accounting Information I	3 to 4 credits
BUS 111	Business Mathematical Calculations	3 credits
BUS 160	Communication for the Occupations	3 credits
BUS 211	Retail Management	3 credits
BUS 221	Human Resource Management	3 credits
BUS 251	Human Relations	3 credits
CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits
SBM 111	Marketing	3 credits
SBM 121	Supervision	3 credits
SPC 100	Introduction to Human Communication	3 credits

**Total Minimum Certificate Requirements 30 to 31 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

## SMALL BUSINESS MANAGEMENT

### Associate of Applied Science Degree

**20115**

Advisor: [Michael Fox](#)

This degree prepares you for a middle-management career in retail, wholesale and industrial organizations, as well as self-employment as a small business owner.

#### Curriculum Requirements

BUS 101	Fundamentals of Accounting <u>OR</u>	
BUA 233	Uses of Accounting Information I	3 to 4 credits
SBM 110	Introduction to Entrepreneurship	3 credits
SBM 111	Marketing	3 credits
SBM 121	Supervision	3 credits
SBM 211	Financial Management	3 credits
SBM 221	Business Ethics	3 credits
SBM 231	Business Planning	1 credit

**Total Small Business Management Requirements 19 to 20 credits**

Select 27 additional credits from the following:

AIS 118	Electronic Keyboarding II	3 credits
AIS 237	Word Processing Applications	3 credits
BUA 101	Introduction to Business	3 credits
BUA 221	Principles of Macroeconomics	3 credits
BUA 223	Principles of Microeconomics	3 credits
BUA 243	Uses of Accounting Information II	3 credits
BUA 245	Legal Environment of Business	3 credits
BUS 160	Communication for the Occupations	3 credits
BUS 171	International Business	3 credits
BUS 205	Computerized Accounting with QuickBooks	1 credit
BUS 211	Retail Management	3 credits
BUS 221	Human Resource Management	3 credits
BUS 251	Human Relations	3 credits

CMP 101	Introduction to Computers	3 credits
CMP 110	Select courses with a cumulative minimum of 1 and a maximum of 2 credits from the range of courses beginning with CMP 110 through CMP 110AF.	1 to 2 credits
CMP 114	Internet	2 credits
CMP 161	Electronic Spreadsheet with Microsoft Excel	3 credits
CMP 170	Database Management with Microsoft Access	3 credits
COE 101	Job Seeking Strategies	1 credit
COE 111	Cooperative Education I (Occupational)	1 to 4 credits
COE 112	Cooperative Education II (Occupational)	1 to 4 credits

**Total Curriculum Requirements** **46 to 47 credits with a GPA of 2.00 or higher**

### General Education Requirements

#### English

ENG 101	Written Communications I	3 credits
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#### Mathematics

BUS 111	Business Mathematical Calculations	3 credits
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Select 12 additional credits from the list of General Education courses on pages 45-46. Include at least one category other than English or Mathematics. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education, where the maximum is two credits.

**Total General Education Requirements** **18 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

**Total Minimum Degree Requirements** **64 to 65 credits**

In addition to completing the required courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 60 or higher\*
  2. EAC ASSET reading assessment test score of 35 or higher\*
  3. ACT Assessment Reading score of 14 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
  6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## SMALL BUSINESS PROPRIETOR

### Certificate of Proficiency

**30118**

Advisor: [Michael Fox](#)

This certificate will prepare you for careers in the middle-management of retail, wholesale, and industrial organizations, or for self-employment.

#### Curriculum Requirements

BUS 101	Fundamentals of Accounting <u>OR</u>	
BUA 233	Uses of Accounting Information I	3 to 4 credits
BUA 221	Principles of Macroeconomics	3 credits
BUA 245	Legal Environment of Business	3 credits
BUS 111	Business Mathematical Calculations	3 credits
BUS 205	Computerized Accounting with QuickBooks	1 credit
CMP 101	Introduction to Computers	3 credits
SBM 110	Introduction to Entrepreneurship	3 credits
SBM 111	Marketing	3 credits
SBM 121	Supervision	3 credits
SBM 211	Financial Management	3 credits
SBM 221	Business Ethics	3 credits
SBM 231	Business Planning	1 credit

**Total Minimum Certificate Requirements** **32 to 33 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

## SOCIOLOGY

### Associate of Arts Degree

**AA-GR 60807**

Advisor: [Wayne Flake](#)

This degree provides the first two years of a baccalaureate program in either sociology or social work. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

The field of sociology contains a variety of specialization and career applications pertaining to the study of human society and social planning. Opportunities in sociology are usually found in areas of college teaching, in social research, and in planning and administration for government and private institutions. The general areas of specialization include criminology, demography, communications and public opinion, race and ethnic relations, urban/rural affairs, family relations, linguistics, the medical field, as well as many other areas. The fields of social work include: family case work, child welfare, school social work, psychiatric social work, probation, parole, industrial social work, social group work, and community organizations.

#### Curriculum Requirements

ANT 102	Introduction to Cultural Anthropology	3 credits
CMP 103	Introduction to Computer Based Systems	3 credits
MAT 160	Introduction to Statistics	3 credits
SOC 110	Sociology of Marriage and Family	3 credits

**Total Curriculum Requirements** **12 credits**

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

**English**

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

**Mathematics**

MAT 140	College Mathematics <u>OR</u>	
MAT 154	College Algebra	3 or 4 credits

**Lab Science**

BIO 100	Biology Concepts	4 credits
Another Lab Science course from list on pages 46-47.		4 credits

**Humanities**

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 9 credits

**Social Sciences**

PSY 101	Introduction to Psychology	3 credits
SOC 101	Introduction to Sociology (GIH)	3 credits
SOC 201	Social Problems	3 credits

**Total General Education Requirements 35 to 36 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

**Elective and Foreign Language Requirements**

To obtain this degree you must demonstrate proficiency in a foreign language at the 202 course level. To do this select from the following options:

1. If you have no foreign language coursework completed, take the French or Spanish 101, 102, 201, 202 course sequence offered at EAC.
2. If you have completed two years of high school French or Spanish courses, take the 201, 202 course sequence at EAC. These two courses will fulfill your foreign language requirement.
3. If you have completed four years of high school foreign language courses or have obtained foreign language ability at the 202 course level in some other manner, testing options are available to demonstrate your proficiency. Contact the Records and Registration Office for more information.
4. Any foreign language at the 202 course level may be transferred from an accredited college or university.

Depending on which option you choose, select a sufficient number of elective credits to obtain the 64 credit hours required for this degree. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Recommended Electives**

Courses in anthropology, psychology, history, political science, and economics will serve as very useful preparation.

**Total Elective and Foreign Language Requirements 16 to 17 credits**

**Total Minimum Degree Requirements 64 credits**

In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*

5. Completion of ENG 113, College Reading, with a grade of "C" or better
6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLÉ tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLÉ score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

**SPORTS MEDICINE AND REHABILITATIVE THERAPIES**

**Certificate of Proficiency**

**30501**

Advisor: [Andrea Bagnall](#)

Students in this program will learn basic exercise science, nutrition, fitness assessment, exercise programming, and instructional and spotting techniques. Students who successfully complete the program are prepared to earn national certification as an ACE Personal Fitness Trainer. They may go on to further education leading to a career as an athletic trainer or a physical therapist.

**Curriculum Requirements**

HCE 101	Basic Life Support	2 credits
HCE 112	Medical Terminology	2 credits
HCE 156	Science for Allied Health	4 credits
HPE 100	Personal Health	3 credits
HPE 140	Introduction to Fitness and Sports Medicine I	1 credit
HPE 141	Introduction to Fitness and Sports Medicine II	1 credit
HPE 210	Introduction to Exercise Science and Physical Education	3 credits
HPE 211	Professional Activities - Weight Training	2 credits
HPE 212	Professional Activities - Aerobic Fitness	2 credits
HPE 240	Introduction to Fitness and Sports Medicine III	1 credit
HPE 241	Introduction to Fitness and Sports Medicine IV	1 credit
HPE 270	Introduction to Sports Medicine	3 credits
HPE 272	Introduction to Rehabilitative Techniques	3 credits
HPE 274	Sports Nutrition	3 credits
HPE 276	Sports Psychology	3 credits
HPE 278	Kinetic Anatomy	3 credits
HPE 292	Athletic Training Practicum I	3 credits

**Total Minimum Certificate Requirements 40 credits**

In addition to completing the course requirements above with a grade of "C" or better, you must meet an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## TECHNOLOGY EDUCATION

### Associate of Arts Degree

#### TG-XR 60601

Advisor: [Brian Coppola](#)

This degree will prepare you to transfer to a college of education or technology at a university and continue your education with a goal of teaching industrial, technical and vocational courses. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

#### Curriculum Requirements

AUT 101	Introduction to Automotive Technology	4 credits
AUT 105	Automotive Electrical Fundamentals <b>QR</b>	
ELT 110	Electricity and Electronics	2 to 3 credits
DRF 108	Technical Drafting	2 credits
DRF 154	Introduction to AutoCAD	2 to 3 credits
IAR 101	Woodworking	2 to 3 credits
MSP 104	Machine Shop	4 credits
WLD 101	Welding	2 to 3 credits

**Total Curriculum Requirements** 18 to 22 credits

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

Select one course from list on pages 46-47. 3 credits

#### Lab Science

Two Lab Science courses from list on pages 46-47. Courses from two different departments must be selected. 8 credits

#### Humanities

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 9 credits

#### Social Sciences

Select from Social Sciences list on pages 46-47. Choose courses from more than one department. 9 credits

**Total General Education Requirements** 35 credits

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

#### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Total Elective Requirements** 7 to 11 credits

**Total Minimum Degree Requirements** 64 credits

In addition to completing the required courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:

1. EAC COMPASS reading assessment test score of 76 or higher\*
2. EAC ASSET reading assessment test score of 40 or higher\*
3. ACT Assessment Reading score of 18 or higher\*
4. SAT verbal score of 530 or higher\*
5. Completion of ENG 113, College Reading, with a grade of "C" or better
6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## THEATRE ARTS

### Associate of Arts Degree

#### AA-SR 60404

Advisors: [William Nidiffer](#), [John Rice](#)

This degree provides the first two years of a four-year program in Theatrical Arts. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs. At EAC you may gain experience in acting, scene design, make-up, costume design, children's theatre, educational theatre, and theory and criticism.

#### Curriculum Requirements

THC 110	Acting I	3 credits
THC 111	Acting II	3 credits
THC 117	Voice and Diction for Theater	3 credits
THC 120	Theatre Workshop I	1 to 2 credits
THC 203	Principles of Dramatic Structure	3 credits
THC 230	Stage Makeup	2 credits
THC 231	Stagecraft	3 credits

Select at least 3 credits from the following:

ART 111	Drawing	3 credits
DAN 150	Beginning Theatre Dance I	1 credit
DRF 154	Introduction to AutoCAD	3 credits
MUS 127	Men's Chorus I	1 credit
MUS 129	Women's Chorale I	1 credit
SPC 150	Oral Interpretation of Literature	3 credits
THC 205	Musical Theatre I	3 credits

**Total Curriculum Requirements** 21 to 22 credits

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

#### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

#### Mathematics

Select from list on pages 46-47. 3 credits

#### Lab Science

Select from list on pages 46-47. 8 credits

#### Humanities

MUS 101	World of Music (GIH)	3 credits
THC 105	Introduction to Theatre (GIH)	3 credits
Another Humanities course from list on pages 46-47.		3 credits

### Social Sciences

PSY 101	Introduction to Psychology	3 credits
Select two additional Social Sciences courses from the list on pages 46-47. Choose courses from more than one department.		
		6 credits

### Total General Education Requirements **35 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

### Elective Requirements

To obtain this degree you must take a minimum of seven to eight credit hours of approved elective courses numbered 100 or above from the list below or approved list. Approved courses are listed in the Arizona Higher Education Course Equivalency Guide (CEG) located at [https://www.aztransfer.com/cgi-bin/WebObjects/Admin\\_CEG](https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better report. Courses listed below are recommended.

THC 140	Costume Construction	2 credits
THC 236	Introduction to Scene Design	3 credits

### Total Elective Requirements **7 to 8 credits**

### Total Minimum Degree Requirements **64 credits**

In addition to completing the required courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 76 or higher\*
  2. EAC ASSET reading assessment test score of 40 or higher\*
  3. ACT Assessment Reading score of 18 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 113, College Reading, with a grade of "C" or better
  6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## WEB DESIGN

### Certificate of Proficiency 30122

Advisors: [Lydia Mata](#), [James McBride](#), [Scott Russell](#)

This certificate will provide you a fast track to obtaining specific computer skills. You will learn how to establish, organize and maintain websites on the Internet.

### Curriculum Requirements

ART 181	Graphic Design I	3 credits
ART 287	Advanced Photoshop	3 credits
CMP 100	Computer Careers	2 credits
CMP 103	Introduction to Computer Based Systems	3 credits
CMP 110T	Multimedia	3 credits
CMP 113	Windows Operating System I	3 credits
CMP 128	C# Programming I	3 credits
CMP 170	Database Management with Microsoft Access	3 credits

CMP 272	Website Development I	3 credits
CMP 273	Website Development II	3 credits

### Total Minimum Certificate Requirements **29 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## WEB DEVELOPER

### Certificate of Proficiency 30125 (Available in Gila County only)

Advisors: [Pat Burke](#)

The program provides the specific computer skills needed to develop and maintain websites using the Microsoft suite of web application tools.

### Curriculum Requirements

ART 287	Advanced Photoshop	3 credits
CMP 110T	Multimedia	3 credits
CMP 128	C# Programming I	3 credits
CMP 129	C# Programming II	3 credits
CMP 228	C# Programming III	3 credits
CMP 256	Web Server Administration	3 credits
CMP 272	Website Development I	3 credits
CMP 273	Website Development II	3 credits
CMP 280	Database Design and Development	3 credits
CMP 281	Advanced Database Design and Development	3 credits

### Total Minimum Certificate Requirements **30 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

You must also complete an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

# WELDING TECHNOLOGY

## Associate of Applied Science Degree 20609

Advisor: [Newell Dryden](#)

Welding Technology degree program provides the student an opportunity to develop skills using various welding and cutting tools, techniques, and materials. This degree program prepares students for career success in welding and fabrication types of work. This Welding Technology degree also develops supervisory skills that enables students to become a project supervisor or manager. Welding certification by an independent agency is available.

### Curriculum Requirements

DRF 150	Dimensioning and Tolerancing	1 credit
MSP 101	Introduction to Machine Shop <u>OR</u>	
MSP 104	Machine Shop	2 to 4 credits
MSP 102	Materials of Industry	3 credits
WLD 101	Welding	2 to 3 credits
WLD 108	Oxyacetylene Welding and Metal Fabrication	3 credits
WLD 201	Repair Welding and Fabrication	3 credits
WLD 211	Pipe Welding	3 credits
WLD 260	Flux Cored Arc and Gas/Metal Arc Welding	3 credits
WLD 270	Technical Welding	3 credits
WLD 290	Welding Certification	1 credit

Choose at least 19-22 additional credits from the following to obtain the 46 credits of Curriculum Requirements:

AUT 101	Introduction to Automotive Technology <u>OR</u>	
AUT 180	Automotive Service Techniques	2 to 4 credits
AUT 105	Automotive Electrical Fundamentals <u>OR</u>	
ELT 110	Electricity and Electronics	2 to 3 credits
COE 111	Cooperative Education I (Occupational)	1 to 4 credits
DRF 154	Introduction to AutoCAD	2 to 3 credits
DRF 271	Advanced AutoCAD	2 to 3 credits
MSP 270	Advanced Machine Shop	5 credits
SBM 110	Introduction to Entrepreneurship	3 credits
SBM 121	Supervision	3 credits
SBM 231	Business Planning	1 credit
TEC 112	Basic Hydraulics and Pneumatics	2 credits
WLD 299	Independent Study	1 to 4 credits

**Total Curriculum Requirements** 46 credits with a GPA of 2.00 or higher

### General Education Requirements

#### Computers

CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits

#### Mathematics/ English

BUS 111	Business Mathematical Calculations <u>AND/OR</u>	
ENG 100	Writing Fundamentals or higher	3 to 6 credits

An additional 9-12 credits are to be selected from the list of General Education courses on pages 45-46. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education where the maximum is two credits.

**Total General Education Requirements** 18 credits

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

**Total Minimum Degree Requirements** 64 credits

In addition to completing each of the courses listed above, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the tenth grade level or above by one of the following methods:
  1. EAC COMPASS reading assessment test score of 60 or higher\*
  2. EAC ASSET reading assessment test score of 35 or higher\*
  3. ACT Assessment Reading score of 14 or higher\*
  4. SAT verbal score of 530 or higher\*
  5. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
  6. Grade equivalency score of 10 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

# WELDING TECHNOLOGY

## Certificate of Proficiency 30626

Advisor: [Newell Dryden](#)

The Welding Technology Certificate program provides the student an opportunity to develop skills using various welding and cutting tools, techniques, and materials in preparation for entry into the welding trades. Welding certification by an independent agency is available.

### Curriculum Requirements

DRF 150	Dimensioning and Tolerancing	1 credit
WLD 101	Welding	3 credits
WLD 108	Oxyacetylene Welding and Metal Fabrication	3 credits
WLD 201	Repair Welding and Fabrication <u>OR</u>	
WLD 211	Pipe Welding	3 credits
WLD 260	Flux Cored Arc and Gas/Metal Arc Welding	3 credits
WLD 270	Technical Welding	3 credits
WLD 290	Welding Certification	1 credit

Select 13 additional credits from the following:

CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits
COE 111	Cooperative Education I (Occupational) <u>OR</u>	
WLD 299	Independent Study	1 to 4 credits
DRF 154	Introduction to AutoCAD	2 to 3 credits
MSP 102	Materials of Industry	3 credits
MSP 104	Machine Shop	4 credits

**Total Minimum Certificate Requirements** 30 credits

In addition to completing the course requirements above with a grade of "C" or better, you must meet an academic requirement by one of the following methods:

- Completion of ENG 100, Writing Fundamentals, or higher with a grade of "C" or better.
- EAC COMPASS writing placement score of 70 or higher entered into your student record.
- Completion of BUS 111, Business Mathematical Calculations, with a grade of "C" or better.
- Completion of TEC 101, Technical Math I, or MAT 120, Intermediate Algebra, or higher with a grade of "C" or better.
- EAC COMPASS algebra placement score of 65 or higher entered into your student record.

## WILDLIFE BIOLOGY

### Associate of Science Degree

**TG-XR 80710**

Advisor: [Mike McCarthy](#)

This degree provides the first two years of a Bachelor of Science degree in Wildlife Biology or Wildlife Management. Since program requirements differ between universities, the [official transfer guide \(www.aztransfer.com/transferguides\)](http://www.aztransfer.com/transferguides) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

#### Curriculum Requirements

BIO 181	General Biology I	4 credits
BIO 182	General Biology II	4 credits
MAT 160	Introduction to Statistics	3 credits
MAT 181	Plane Trigonometry	3 credits

**Total Curriculum Requirements** **14 credits**

#### General Education Requirements

AGEC-S. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course and another must be designated as a Global/International/Historical Awareness course.

##### English

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II	3 credits

##### Mathematics

MAT 220	Calculus I	5 credits
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##### Lab Science

CHM 151	General Chemistry I	4 credits
CHM 152	General Chemistry II	4 credits

##### Humanities

Select from Humanities list on pages 46-47. Choose courses from more than one department and one course must be in the Arts. 9 credits

##### Social Sciences

BUA 221	Principles of Macroeconomics (GIH)	3 credits
BUA 223	Principles of Microeconomics	3 credits

Select one additional Social Sciences course from list on pages 46-47. 3 credits

**Total General Education Requirements** **37 credits**

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

#### Elective Requirements

To obtain this degree you must take a minimum of 13 credits of course numbered 100 or above to obtain the 64 credits required.

**Total Elective Requirements** **13 credits**

**Total Minimum Degree Requirements** **64 credits**

In addition to completing the required courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the twelfth grade level or above by one of the following methods:

1. EAC COMPASS reading assessment test score of 76 or higher\*
2. EAC ASSET reading assessment test score of 40 or higher\*
3. ACT Assessment Reading score of 18 or higher\*
4. SAT verbal score of 530 or higher\*
5. Completion of ENG 113, College Reading, with a grade of "C" or better
6. Grade equivalency score of 12 or higher as demonstrated by the Nelson Denny, TABE, or ABLE tests\*

\*Your EAC COMPASS reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC COMPASS score has been placed in your record and is available on Gila Hank Online or from your advisor.

- File a Graduation Petition at least 60 calendar days prior to the end of the semester in which graduation is anticipated and pay the Graduation Fee of \$25.
- Remove any indebtedness to the College.

## WORD PROCESSING SPECIALIST

### Certificate of Proficiency

**30121 (Available On Campus and Online)**

Advisors: [Dana Barnett](#), [Tammy Campbell](#), [Derek Rich](#)

Completion of this certificate will help you develop good keyboarding skills and become a specialist in one or more word processing software programs.

#### Curriculum Requirements

AIS 118	Electronic Keyboarding II	3 credits
AIS 214	The Office Professional	3 credits
AIS 237	Word Processing Applications <u>OR</u>	
AIS 238	Advanced Office Applications	3 credits
AIS 240	Desktop Publishing	3 credits
CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits
ENG 101	Written Communications I	3 credits

**Total Minimum Certificate Requirements** **18 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate with your advisor.
- Remove any indebtedness to the College.
- Complete at least 15 credits at Eastern Arizona College.

# course descriptions

EAC offers over a thousand courses in fifty-three subject areas. Our classes are taught by highly qualified instructors, not teaching assistants, and classes are small so you won't get lost in the crowd.

## SAMPLE COURSE DESCRIPTION

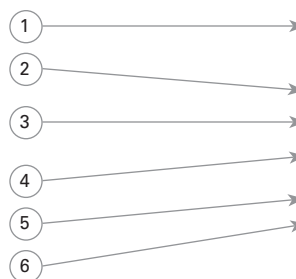
1. This is the course number. Courses numbered from 001 to 099 will not be counted as graduation credit. Those numbered 100-199 are normally first-year or freshman level, and those numbered 200-299 are normally for second-year or sophomore students.
2. The credit hour is the unit of credit at EAC, as at most colleges and universities. Each credit hour represents one 50-minute class per week per semester, plus two hours of outside preparation and/or lab work.
3. An entry here indicates that the course meets one of EAC's General Education requirements in the category shown.
4. The semester offered applies only to the Thatcher campus. Classes may also be offered in different semesters than specified depending on student demand. Requests for classes may be made to the Academic Deans on the Thatcher Campus. Other sites will offer and teach classes based on student demand at those sites. We reserve the right to cancel any class for which there is insufficient enrollment.
5. This designation indicates that the credits for this course do not count against you in an overload situation (18 or more credit hours).
6. An entry here indicates that in order to succeed in this course, you should have certain prerequisite experiences prior to taking it.

Prerequisites are checked by computer at the time of registration. If you wish to enroll prior to receiving a grade in the prerequisite course,

enrollment is allowed but is contingent on the final grade. If you have met the prerequisite at another institution, an official transcript from that institution must be on file and have been evaluated by the EAC Records and Registration Office prior to registration.

A waiver of prerequisites may be requested by petitioning the Admissions and Academic Standards Appeals Committee. The petition process must be completed prior to the end of registration for the course you wish to enroll in.

Students who enter or complete a course without meeting the prerequisites for that course may either be withdrawn from the course without a tuition refund, or receive no credit for the course.



### **BIO 202** **Human Anatomy and Physiology II**

*4 credits*

*GE category: Lab Science*

*Offered every fall and*

*spring semester*

*Activity/Personal Enrichment*

*Prerequisite: BIO 201*

Continuation of structure and function of the human body. Topics include the endocrine, circulatory, respiratory, digestive, urinary, and reproductive systems.

## ADMINISTRATION OF JUSTICE

### **AJS 101**

#### **Introduction to Criminal Justice**

*3 credits*

*GE category: Social Sciences*

*Offered every fall semester*

*Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

An introduction to crime and society's responses to it. Examines the nature and causes of crime, the criminal law, constitutional safeguards, and the organization and operation of the criminal justice system including the police, courts, and corrections. Covers the history of the criminal justice system, terminology and career opportunities.

### **AJS 102**

#### **Criminal Law**

*3 credits*

*Offered every fall semester*

Examines the major areas of constitutional law as they relate to the operations of the subsystems of the criminal justice system.

Case law studied will include but not be limited to free speech, freedom of assembly, right to a speedy trial, freedom from self-incrimination, etc.

### **AJS 103**

#### **Criminal Investigation**

*3 credits*

*Offered every fall semester*

This course covers the fundamentals of criminal investigations. The theory of criminal investigations, crime scene procedures, case preparation, interviewing and basic investigative techniques are examined.

### **AJS 115**

#### **Basic Peace Officer Academy I**

*15 credits*

*Offered upon request*

An approved AzPOST Peace Officer Academy designed to train a regular or reserve officer for State certification. Students must be sponsored by an approved law enforcement agency, or admitted through open enrollment, in accordance with all current Arizona Peace Officer Standards and Training Board guidelines. All students must first be admitted

to the academy to enroll in the course. Refer to the Administration of Justice AAS Degree curriculum for a listing of courses that, upon academy graduation, are fulfilled toward the Administration of Justice AAS or AA Degrees.

### **AJS 120**

#### **Police Communications**

*3 credits*

*Offered every fall semester*

This course covers methods of communication used in police work, including testifying in court, and radio communications, with special emphasis placed on written communications and police report writing.

### **AJS 126**

#### **The Juvenile Function**

*3 credits*

*Offered every spring semester*

An examination of the history and development of juvenile justice theories, procedures, and institutions.

### **AJS 130**

#### **The Correction Function**

*3 credits*

*Offered every spring semester*

This course examines the history and development of correctional theories and institutions.

### **AJS 140**

#### **The Traffic Function**

*3 credits*

*Offered every spring semester*

This course examines the traffic laws of Arizona most commonly used by law enforcement officers. Included is a study of traffic control procedures along with the theory and application of vehicle accident investigation.

### **AJS 155**

#### **Firearms**

*2 credits*

*Offered upon request*

This course familiarizes students with the handling, care, and use of firearms. Emphasis is placed upon the moral and legal aspects of using a firearm. Attention is given to target analysis, range drill procedures, and firearm selection. Actual shooting of firearms is involved.

**AJS 160****Concealed Weapons****1 credit***Offered every fall and spring semester*

An approved course academically designed to meet the Firearms Safety Training Program requirement for an Arizona Department of Public Safety Concealed Weapon Permit. Students will be required to sign the four (4) listed forms on the course outline. Contact the Administration of Justice program coordinator as to current legal requirements for obtaining a CCW permit.

**AJS 202****Substantive Criminal Law****3 credits***Offered every spring semester*

This course covers the philosophy of legal sanctions and historical development from the common law to modern criminal law, classifications of crimes, elements of and parties to crimes, general definitions of crime, common defenses utilized, and includes specific offenses and the essential elements of each offense. Special emphasis is given to the Arizona Revised Statutes Title 13 Criminal Law.

**AJS 203****Advanced Criminal Investigation****3 credits***Offered every spring semester*

Continuation of AJS 103. It includes the ability to perform advanced crime scene investigation duties under simulated field conditions. Physical evidence procedures, interviewing and interrogation, fingerprinting and the investigation of specific crimes will be covered.

**AJS 215****Basic Peace Officer Academy II****15 credits***Offered upon request**Prerequisite: AJS 115*

An approved AzPOST Peace Officer Academy designed to train a regular or reserve officer for State certification. Students must be sponsored by an approved law enforcement agency, or admitted through open enrollment, in accordance with all current Arizona Peace Officer Standards and Training Board guidelines. All students must first be admitted to the academy to enroll in the course. Refer to the Administration of Justice AAS Degree curriculum description for a listing of courses that, upon academy graduation, are fulfilled toward the Administration of Justice AAS or AA Degrees.

**AJS 220****Procedural Criminal Law****3 credits***Offered every fall semester*

This course examines the court system and procedures from arrest to final disposition with special attention given to the appellate and Supreme Court decisions, due process of law, and Constitutional Law. Current and recent developments relating to arrest, searches, and seizures; constitutional rights predominantly associated with the Fourth, Fifth, Sixth, and Fourteenth Amendments as related to criminal justice and its administration-warrants, warrantless seizures, exclusionary rule, confessions, eye-witness identification, electronic surveillance, entrapment, and state variance with federal rules.

**AJS 225****Criminology****3 credits***GE category: Social Sciences**Offered every spring semester*

*Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

Study of deviance, society's role in defining behavior; theories of criminality and the economic, social, and psychological impact of crime; relationships between statistics and crime trends. Examines crime victimization and the various types of crime and categories of offenders.

**AJS 266****The Police Function****3 credits***Offered every spring semester*

This course is a study of basic patrol techniques including stopping, arresting and handling criminal suspects; methods of police patrol and observation; handling domestic disputes and crisis intervention; and crimes in progress.

**AJS 270****Evidence****3 credits***Offered every spring semester*

Rules of evidence in general; including origin, development, philosophy, and constitutional basis of evidence. Special attention given to rules governing admissibility of evidence as determined by statute and case law. Specific landmark decisions will be considered.

**AJS 280****Community Policing****3 credits***Offered every fall semester*

The examination, recognition and understanding of community

problems; community policing; methods of coping with human behavior, conflict and communication; ethnic and minority cultures and environments; the community and relationships with the Criminal Justice System.

**AJS 282****Police Supervision****3 credits***Offered every fall semester*

A study of the police first line supervisor's role and responsibilities as they relate to leading, directing, and controlling personnel both formally and informally.

**AJS 297****Workshop****1 to 6 credits***Offered upon request**Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Administration of Justice.

## ADMINISTRATIVE INFORMATION SERVICES

**AIS 108****Introduction to Keyboarding Technique****1 credit***Offered every fall and spring semester*

This course is designed to teach the keyboard and proper keyboarding technique. Identical to CMP 108.

**AIS 117****Electronic Keyboarding I****3 credits***Offered every fall and spring semester*

This course introduces techniques of computer keyboarding with emphasis on touch control, speed, and accuracy. Using a word processing program, the course also introduces the formats of reports, letters, memos, tables, and employment documents.

**AIS 118****Electronic Keyboarding II****3 credits***Offered every fall and spring semester*

After a comprehensive review of basic keyboarding principles with emphasis on improving speed and accuracy, students use a word processing program to produce a wide range of typical business correspondence, tables, reports, forms, and publications based on current office practices. At least

one semester of keyboarding is recommended.

**AIS 213A****Office Procedures/Records Management****1 credit***Offered every fall semester*

One of the three office procedures modules designed to give the student real-world, hands-on experience while developing knowledge and skills necessary for work in the business office. In this module, students will learn the basic principles and procedures of managing business records and documents using alphabetic, geographic, subject, chronological, and numeric filing systems. Incorporates both manual and electronic methods of managing information and covers the records management process from creation to disposition.

**AIS 213B****Office Procedures/Office Transcription****1 credit***Offered every fall semester*

One of three office procedures modules designed to give the student real-world, hands-on experience while developing knowledge and skills necessary for work in the business office. In this module, students develop skills in the use of transcribing equipment to produce mailable documents in various business entities, including the medical, legal, government, education, and general business field. Emphasizes listening techniques, English fundamentals, proofreading, and proper formatting. Keyboarding skill necessary.

**AIS 213C****Office Procedures/Electronic Office Equipment****1 credit***Offered every fall semester*

One of three office procedures modules designed to give the student real-world, hands-on experience while developing knowledge and skills necessary for work in the business office. In this module, students develop skills for operating electronic calculators, reprographics equipment, and communications equipment. Students will develop the touch-method of calculating for a variety of business activities and will use the latest technology for reprographics and communications tasks. Also includes equipment maintenance and troubleshooting.

**AIS 214**

**The Office Professional**  
3 credits  
*Offered every fall and spring semester*

Study and application of office procedures, skills, and responsibilities that reflect the technological changes, global influences and professionalism of the 21st century office professional. Students will learn to be productive team members; behave ethically; process information via technology; communicate effectively; prepare travel, meeting, and financial documents; and lead and supervise others.

**AIS 225**

**Medical Transcription**  
3 credits  
*Offered every fall and spring semester*

This course is designed to give the student a working knowledge of medical terminology and medical report formats used in transcription from taped medical dictation. Recommend keyboarding skills of 40 wpm. Identical to HCE 225.

**AIS 226**

**Legal Transcription**  
3 credits  
*Offered every fall and spring semester*

This course is designed to give the student a working knowledge of legal terminology and legal report formats used in transcription from taped legal dictation. Recommend keyboarding skills of 40 wpm.

**AIS 235H**

**Beginning Microsoft Word**  
1/2 credit  
*Offered upon request*

Designed to provide the student with an opportunity to cover and practice basic features of word processing using Microsoft Word software. Identical to CMP 235H.

**AIS 235I**

**Intermediate Microsoft Word**  
1/2 credit  
*Offered upon request*

This course is designed to provide intermediate word processing skills to students with prior experience using microcomputers and Microsoft Word. It is recommended that the student key at a minimum rate of 25 words per minute. Identical to CMP 235I.

**AIS 235J**

**Advanced Microsoft Word**  
1/2 credit  
*Offered upon request*

This course is designed to provide advanced word processing

skills to students with prior experience using microcomputers and Microsoft Word. It is recommended that the student have an intermediate knowledge of Microsoft Word and key at a minimum rate of 25 words per minute. Identical to CMP 235J.

**AIS 237**

**Word Processing Applications**  
3 credits  
*Offered every fall and spring semester*

This course provides students with the opportunity to learn word processing for employment purposes or home use and to utilize a microcomputer as a word processor. It is recommended that the student key at a minimum rate of 40 net words per minute.

**AIS 238**

**Advanced Office Applications**  
3 credits  
*Offered every fall semester*  
*Prerequisite: CMP 101 or CMP 103 or instructor approval*

In this project oriented course, students create documents suitable for professional and personal purposes. Prior knowledge of word processing, spreadsheet and database applications is essential. Activities will include merging, macros, templates, sorting, calculated tables, file management, styles, fill-in forms, and graphic use. Upon completion of this course students will possess the skills necessary to prepare for MOS (Microsoft Office Specialist) exam.

**AIS 239A**

**Multimedia/Electronic Task Management**  
1 credit  
*Offered every spring semester*

One of three multimedia modules designed to give students a higher level of office technology skills. Using a Personal Information Manager (PIM) program, students will learn how to manage e-mail, organize schedules, maintain contact lists and to-do lists, and keep a log of computer tasks. This module also includes integrating data to and from other applications. Identical to CMP 239A.

**AIS 239B**

**Multimedia/Digital Imaging**  
1 credit  
*Offered every spring semester*

One of three multimedia modules designed to give students a higher level of office technology skills. This module provides students with hands-on experience with digital imaging technology including

scanners, digital cameras, and photo software. Students must be familiar with basic desktop publishing techniques to complete projects. Identical to CMP 239B.

**AIS 239C**

**Multimedia/Internet for Business**  
1 credit  
*Offered every spring semester*

One of three multimedia modules designed to give students a higher level of office technology skills. In this module, students learn and apply the tools, language, and culture of the Internet. Important ethical issues are addressed as individual and team Internet projects are completed. Projects will include web site design and research. Identical to CMP 239C.

**AIS 240**

**Desktop Publishing**  
3 credits  
*Offered every fall and spring semester*

Emphasizes basic to intermediate skills in desktop publishing through a variety of modern, real-life activities using both desktop publishing and word processing software. Students will develop skills in making design and typography decisions, handling multicolumn documents, inserting and editing graphics, and creating styles and charts. Students will create a portfolio of business documents to demonstrate mastery. Word processing skill is needed. Identical to CMP 240.

**AIS 241**

**Integrated Business Projects**  
3 credits  
*Offered every spring semester*  
*Prerequisite: AIS 238 or instructor approval*

Reinforces the major office applications found in suite software: word processing, electronic presentations, spreadsheets, and databases. Students use the applications software in real-world situations that show the significance of learning the software and that require decision-making and problem-solving skills.

**AIS 297**

**Workshop**  
1 to 6 credits  
*Offered upon request*  
*Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Administrative Information Services.

**AIS 298**

**Workshop**  
1 to 3 credits  
*Offered upon request*  
*Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Administrative Information Services.

**AIS 299**

**Independent Study**  
1 to 3 credits  
*Offered upon request*  
*Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

**ADULT BASIC SKILLS****ABS 010**

**Orientiation**  
1/2 credit  
*Developmental course - does not count for graduation credit*  
*Offered upon request*

This course will assist the student in understanding program operations for the Adult Education Program. It will also provide study skills and strategies for adults to work at their optimal ability.

**ABS 020**

**ELAA Beginning Literacy**  
2 credits  
*Developmental course - does not count for graduation credit*  
*Offered upon request*

This course emphasizes speaking, listening, reading and writing through strategies such as basic vocabulary and grammatical structures in face to face conversations with one person at a time or in familiar, supportive group. Topics about common, routine matters become familiar. Listening skills are developed during short monologues and dialogues.

**ABS 021**

**ELAA I**  
2 credits  
*Developmental course - does not count for graduation credit*  
*Offered upon request*

Provides learners with basic vocabulary and grammatical structures in face-to-face conversations with one person at a time or in a familiar, supportive group. Topics about common, routine matters become familiar. Listening skills are developed during short monologues and dialogues.

**ABS 022****ELAA II****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

Learners at this stage of proficiency comprehend basic vocabulary and grammatical structures in face-to-face conversations with one person at a time. Listening communications are short monologues and dialogues on familiar routine topics delivered at a slow-to-normal rate. Their speech is guided by specific questions when necessary.

**ABS 023****ELAA III****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

Students at this stage of proficiency can write short reports or essays up to four paragraphs using basic vocabulary and common language structures. The adult learner can comprehend short conversations and interactions that are face-to-face with one person at a time or in small groups. Listening communications consist of moderately short monologues and dialogues on familiar routine topics.

**ABS 024****ELAA IV****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

Students at this stage of proficiency comprehend standard speech in most settings. They are able to comprehend the main ideas and relevant details of extended discussions on a wide variety of general interest topics. They have mastered basic sentence structure and verb tenses, but may have some difficulty with more complex structures. Learners' rate of speech is at a normal-to-fast rate.

**ABS 025****ELAA V****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

Develops improved proficiency and understanding of most standard speech. Expands understanding of the main ideas and relevant details of discussions or presentations on a wide range of topics including unfamiliar and technical ones. Listening communications are exercised in the form of lectures, debates, discussions and critiques. Learners expand understanding of speech variations in stress, intonation, pace and rhythm.

**ABS 030****Basic Math I****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

Basic mathematical concepts will be applied to a variety of real-life problems.

**ABS 031****Basic Math II****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

This course is an introduction to number sense, data analysis, measurements and beginning algebra and geometry.

**ABS 032****Basic Math III****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

High intermediate mathematical concepts and more complex concepts will be applied to solve a variety of real-life problems.

**ABS 035****Secondary Math I****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

Secondary mathematical concepts will be applied to solve a variety of real-life problems.

**ABS 036****Secondary Math II****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

Advanced secondary mathematical concepts will be applied to solve a variety of real-life problems.

**ABS 040****Basic Reading I****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

This course will assist the learner to develop and apply reading strategies for the understanding of written materials.

**ABS 041****Basic Reading II****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

This course will assist the student in decoding strategies to derive meaning of words and distinguish between various texts.

**ABS 042****Basic Reading III****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

This course will assist the student in understanding the meaning of words and texts in different genres through various reading strategies.

**ABS 050****Science****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

This course provides learners with a broad knowledge base and the ability to use a range of reasoning skills including analyzing and solving problems, applying information to new situations, explaining results, and interpreting information.

**ABS 060****Social Studies****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

This course provides learners a roadmap to place in perspective the people, ideas, and events that have shaped our nation and the world.

**ABS 070****Elementary Writing I****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

This course is an introduction to decoding strategies, grammar, and writing skills.

**ABS 071****Elementary Writing II****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

This course is an introduction to writing applying correct spelling, punctuation, capitalization, grammar, and usage rules to complete a variety of writing tasks.

**ABS 072****Elementary Writing III****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

This course will emphasize the writing process to create expository and narrative paragraphs. Polished grammar and spelling corrections are expected to be included in final drafts.

**ABS 075****Secondary Writing I****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

This course is a brief review of complex grammar rules and usage, with a focus on developing a persuasive essay, an expository essay, a personal narrative, and a research project.

**ABS 076****Secondary Writing II****2 credits**

*Developmental course - does not count for graduation credit Offered upon request*

This course is an in depth study of the writing process used in a variety of genres, including a research paper.

**AGRICULTURE****AGR 102****Animal Industry****3 credits***Offered upon request*

A comprehensive view of the livestock and poultry industries, including the way the science of biology is used in modern livestock practice.

**AGR 119****Beginning Horseshoeing****2 credits***Offered upon request*

Fundamentals of beginning horseshoeing, including anatomy and physiology as it deals with the proper shoeing of horses.

**AGR 120****Equine Health Management****3 credits***Offered upon request*

Familiarizes students with basic equine anatomy, physiology, nutrition, preventive medicine, first aid, reproduction, and common diseases of horses.

**AGR 135****Conservation and Natural Resources****3 credits***Offered every fall and spring semester*

Study of conservation as it relates to natural resources, including water, forest, range, wildlife, and recreation. Identical to BIO 105 without lab.

**AGR 230****Gardening and Landscaping****3 credits***Offered every spring semester*

Basic principles of gardening and landscaping in a semi-arid

desert environment. Successful completion of this course will fulfill the training requirements for the University of Arizona Cooperative Extension Master Gardener Program.

**AGR 240**  
**Water and Watersheds**  
3 credits  
Offered upon request

The course will meet the training requirements of the Arizona, Graham, and Greenlee County Cooperative Extension Master Watershed Steward Program. The study will be of biotic and abiotic functions of a watershed, the benefits and uses of the natural resources and the impacts of the socioeconomic concerns and activities of the community.

**AGR 297**  
**Workshop**  
1 to 6 credits  
Offered upon request  
Activity/Personal Enrichment

Designed to meet a variety of needs for students in Agriculture.

**AGR 298**  
**Workshop**  
1 to 3 credits  
Offered upon request

Designed to meet a variety of needs for students in Agriculture.

**AGR 299**  
**Independent Study**  
1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## ANTHROPOLOGY

**ANT 101**  
**Introduction to Physical Anthropology**  
3 credits  
GE category: Social Sciences  
Offered every fall semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Survey of physical anthropology and archaeology, including primate studies, origin and antiquity of humans, fossil humans, racial theories, heredity and population genetics, and prehistoric archaeology.

**ANT 102**  
**Introduction to Cultural Anthropology**  
3 credits  
GE category: Social Sciences  
Offered every fall and spring semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Introduction to cultural anthropology presents culture as a complex adaptive mechanism allowing human populations to solve universal problems in a variety of ways. Cross cultural content is emphasized as the course explores the diversity of human lifeways and the use of that diversity as a comparative laboratory.

**ANT 110**  
**Mexican-American Culture**  
3 credits  
GE category: Social Sciences  
Offered every spring semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

The Mexican-American culture, from an anthropological, sociological, and historical point of view with emphasis upon contemporary conditions and problems is presented. The course surveys Mexican-American people from their origins in Meso-America and the Gran Chichimeca to the present in the southwestern United States. It includes settlement patterns, society and political economy of the Spanish Empire and Mexico in El Norte since the Treaty of Guadalupe Hidalgo.

**ANT 120**  
**Indian American Culture**  
3 credits  
GE category: Social Sciences  
Offered every fall semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Survey of Indian cultures north of Mexico. Prehistory, history, culture, arts, and mythology of representative groups from all culture areas.

**ANT 210**  
**Archaeology of the Southwest**  
3 credits  
Offered every spring semester

Explores the development of culture in the prehistoric Southwest from the late Pleistocene through the early historic period. Study of archaeological data recovered from the Southwest.

**ANT 211**  
**Women in Cross-Cultural Perspective**  
3 credits  
GE category: Social Sciences  
Offered every spring semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course is a cross-cultural study of the definition, trends, and issues of women's status by examining and evaluating the operative forces behind women's role in society.

**ANT 220**  
**Principles of Archaeology**  
3 credits  
GE category: Social Sciences  
Offered every fall semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

History of archaeological research; survey of methods, theories, goals, and concepts.

**ANT 222**  
**Buried Cities and Lost Tribes**  
3 credits  
GE category: Social Sciences  
Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

A general introduction to prehistory. Covers the development and spread of modern man in the Old and New Worlds, the development of agriculture, and the rise of civilizations. Distinguishes between fact and fiction in the interpretation of world prehistory.

## ART

**ART 101**  
**Fundamentals of Design**  
2 to 3 credits  
Offered every fall semester  
Covers the elements of line, value, shape, texture, and color used according to the principles of design in two-dimensional composition.

**ART 102**  
**Color and Design**  
2 to 3 credits  
Offered every spring semester

Principles of color theory as related to the visual arts.

**ART 111**  
**Drawing**  
1 to 3 credits  
Offered every fall semester  
Activity/Personal Enrichment

Study and practice of various representational drawing techniques in various media.

**ART 111A**  
**Drawing/Pastels**  
1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment

To introduce students to a popular painting media enjoyed for its color richness, its versatility, and its easy handling. Students will be introduced to soft, hard and oil pastels, covering the elements of color, shading, tone, blending, texture, sketching and composition.

**ART 111B**  
**Drawing/The Creative Process**  
2 credits  
Offered upon request  
Activity/Personal Enrichment

In this beginning course, students will sketch 3-dimensional forms in chiaroscuro and create one- and two-point perspective drawings.

**ART 114**  
**Figure Drawing**  
2 to 3 credits  
Offered every spring semester  
Activity/Personal Enrichment  
Prerequisite: ART 111

Drawing from draped models, supplementary study of anatomy.

**ART 118**  
**Rangolee Art from India**  
1 credit  
Offered upon request  
Activity/Personal Enrichment

This course provides an introduction to Rangolee Art from India. Students will learn to draw designs and understand what is meant by constrained creativity.

**ART 122**  
**Beginning Stained Glass I**  
1 to 3 credits  
Offered every fall and spring semester  
Activity/Personal Enrichment

Precision glass cutting, copper foil, and lead came techniques are developed in the creation of stained glass for interior and architectural art objects.

**ART 123**  
**Beginning Stained Glass II**  
1 to 3 credits  
Offered every fall and spring semester  
Activity/Personal Enrichment

Precision glass cutting, copper foil, and lead came techniques

are developed in the creation of stained glass for interior and architectural art objects.

**ART 126**  
**Glass Design**  
2 credits

*Offered upon request*  
*Activity/Personal Enrichment*

Provides the student with an opportunity to understand and relate the media of liquid glass in its basic element in nature and for its practical as well as aesthetic use.

**ART 128**  
**Beginning Digital Photography**  
3 credits

*Offered every fall and spring semester*

Exploration of basic camera techniques, lighting, composition, digital photography and digital photo editing.

**ART 133**  
**World Art I**  
3 credits

*GE category: Humanities*  
*Offered every fall semester*  
*Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

Survey of the history of art from the Paleolithic period to the Renaissance, including non-Western art.

**ART 134**  
**World Art II**  
3 credits

*GE category: Humanities*  
*Offered every spring semester*  
*Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

Survey of the history of art from the Renaissance to the present time.

**ART 141**  
**Mixed Media Techniques in Contemporary Painting**  
2 credits

*Offered upon request*  
*Offered in Gila County only*  
*Activity/Personal Enrichment*

This course is designed to provide instruction in the numerous techniques, materials, and approaches to mixed media painting in contemporary art, including the use of tools, application of materials, and composition.

**ART 143**  
**Beginning Acrylic Painting I**  
1 to 3 credits

*Offered upon request*  
*Offered in Gila County only*  
*Activity/Personal Enrichment*

This course is designed to provide an introduction to the numerous techniques, materials and approaches to painting with acrylics, including use of tools and materials, composition, color theory and mixing, use of underpainting, washes, glazing, masking, light, shadow, and depth.

**ART 145**  
**Beginning Watercolor I**  
1 to 3 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

Introducing a variety of techniques using water-soluble media with emphasis on composition and color.

**ART 146**  
**Beginning Watercolor II**  
1 to 3 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

To introduce students to the methods and materials of watercolor paintings with the expectation of the development of some technical skills.

**ART 147**  
**Beginning Oil Painting I**  
1 to 3 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

Oil painting materials and techniques including composition, structure, and expression are studied.

**ART 148**  
**Beginning Oil Painting II**  
1 to 3 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

Continuation of ART 147.

**ART 151**  
**Beginning Sculpture I**  
1 to 3 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

Basic techniques in modeling small sculpture using terra cotta or stoneware clays. Basic principles of three-dimensional design.

**ART 152**  
**Beginning Sculpture II**  
1 to 3 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*  
Continuation of ART 151.

**ART 153**  
**Beginning Scrapbooking I**  
1 to 2 credits

*Offered upon request*  
*Activity/Personal Enrichment*

The student is introduced to the methods and techniques of modern scrapbooking. The student will learn how to develop quality page layouts through paper selection, cropping photos, journaling, use of stamps, embossing, incorporation of computer generated images and text, and templates, along with many other scrapbooking techniques currently being used in the scrapbooking industry.

**ART 154**  
**Beginning Scrapbooking II**  
1 to 2 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*  
Continuation of ART 153.

**ART 157**  
**Beginning Woodcarving I**  
2 to 3 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

Develops methods of carving and composition. Studies in types of woods and how to use their natural qualities; how to use a variety of finishes for the woods.

**ART 158**  
**Beginning Woodcarving II**  
2 to 3 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*  
Continuation of ART 157.

**ART 159**  
**China Painting**  
1 to 3 credits

*Offered upon request*  
*Activity/Personal Enrichment*

This class will cover the act of painting overglazes on the surface of china or tile blanks.

**ART 161**  
**Beginning Ceramics I**  
1 to 3 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

Problems in hand-forming, wheel work, design, glazes, decorative processes, clays, and firing are covered.

**ART 162**  
**Beginning Ceramics II**  
1 to 3 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*  
Continuation of ART 161.

**ART 168**  
**Beginning Ceramic Crafts I**  
1 to 3 credits

*Offered upon request*  
*Activity/Personal Enrichment*

Painting techniques are developed in the use of stains and glazes for the decoration of mold-made ceramic objects. Small kiln firing skills are developed.

**ART 169**  
**Beginning Ceramic Crafts II**  
1 to 3 credits

*Offered upon request*  
*Activity/Personal Enrichment*

Painting techniques are developed in the use of stains and glazes for the decoration of mold-made ceramic objects. Small kiln firing skills are developed.

**ART 171**  
**Beginning Crafts I**  
1 to 3 credits

*Offered upon request*  
*Activity/Personal Enrichment*  
Design and execution of various crafts.

**ART 171A**  
**Beginning Crafts I - Tole Painting**  
1 to 3 credits

*Offered upon request*  
*Activity/Personal Enrichment*

Design and execution of various crafts utilizing the artistic technique of tole painting.

**ART 171B**  
**Beginning Crafts I - Nativity**  
1 to 3 credits

*Offered upon request*  
*Activity/Personal Enrichment*

This course provides instruction in ceramic techniques leading to the creation of a ceramic nativity scene. Techniques that will be taught include the preparation of unique painted designs, layers of acrylic paint colors, and the assembly of mixed media components such as jewels, leather bags, and tiny clay pots.

**ART 171C**  
**Beginning Crafts I - Doll Making**  
1 to 3 credits

*Offered upon request*  
*Activity/Personal Enrichment*

This course provides instruction in doll making leading to the creation of a one-of-a-kind bisque doll. Techniques that will be taught

include the assembly of doll armatures, body forms, clothing designs, tiny leather shoes, vintage hats, and doll posturing.

**ART 171D**  
**Beginning Crafts I – Taxidermy**

2 credits  
Offered upon request  
Activity/Personal Enrichment

Emphasizes mounting a small life-size mammal, a small bird and a fish. Includes the construction of habitats. Comprises proper measuring techniques, skin preparation, form selection, mounting procedures and the restoring of color to skin-mounted fish, and the preparation and painting of reproduction fish.

**ART 172**  
**Beginning Crafts II**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Continuation of ART 171.

**ART 172A**  
**Beginning Crafts II - Tole Painting**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Continuation of ART 171A.

**ART 172B**  
**Beginning Crafts II - Nativity**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Continuation of ART 171B.

**ART 172C**  
**Beginning Crafts II – Doll Making**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Continuation of ART 171C.

**ART 173**  
**Beginning Jewelry I**

1 to 3 credits  
Offered every fall and spring semester  
Activity/Personal Enrichment

Fundamentals of jewelry making; covers basic fabrication of jewelry from sheet and wire; covers forming and soldering.

**ART 174**  
**Beginning Jewelry II**

1 to 3 credits  
Offered every fall and spring semester  
Activity/Personal Enrichment

Fundamentals of jewelry making; covers basic fabrication of jewelry from sheet and wire; covers forming and soldering.

**ART 176**  
**Beginning Gem Faceting I**

2 to 3 credits  
Offered every fall and spring semester  
Activity/Personal Enrichment

Faceting machine is used to develop skills in gem stone faceting. A variety of cuts and styles are used depending on the natural qualities and shape of the stone.

**ART 177**  
**Beginning Gem Faceting II**

2 to 3 credits  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Continuation of ART 176.

**ART 178**  
**Beginning Lapidary I**

2 credits  
Offered every fall and spring semester  
Activity/Personal Enrichment

An introductory course in the study and application of classifying, selecting, cutting, shaping, and polishing minerals and gem stones.

**ART 179**  
**Beginning Lapidary II**

2 credits  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Continuation of ART 178.

**ART 181**  
**Graphic Design I**

3 credits  
Offered every fall semester

Principles, tools, techniques, and media in graphic design layout. Includes layout, presentation, and concept development.

**ART 182**  
**Graphic Design II**

3 credits  
Offered every spring semester  
Prerequisite: ART 181 or instructor approval

A continuation of principles, tools, techniques, and media in graphic design layout. Includes layout, presentation, and concept development.

**ART 184**  
**Basic Computer Graphics**

3 credits  
Offered upon request  
Emphasizes the fundamental concepts and features of Photoshop. Uses industry-standard image-editing tools for designers who want to produce sophisticated graphics for the Web and for print. This course cannot be used as a curriculum requirement for the

Advertising Design AAS program. It is recommended that the student have a working knowledge of computers.

**ART 185**  
**Advanced Computer Graphics**

3 credits  
Offered upon request

Emphasizes the advanced concepts and features of Photoshop. Uses industry-standard image-editing tools for designers who want to produce sophisticated graphics for the Web and for print. This course cannot be used as a curriculum requirement for the Advertising Design AAS program. It is recommended that the student have a working knowledge of Basic Adobe Photoshop.

**ART 186**  
**Digital Illustration**

3 credits  
Offered every spring semester  
Introduction to industry standard software for creating computer generated artwork and documents, with emphasis on creation of a variety of readable, professionally laid-out documents, which meet design and printing industry standards. Students will be introduced to the basic use of Adobe Illustrator tools, illustrating of graphics, typography and layout design.

**ART 187**  
**Beginning Photoshop**

3 credits  
Offered every fall and spring semester

Maximizing the quality of graphic images by adjusting color or image in parts of that picture. Improving the ability to print the picture after it has been modified. Instruction utilizes Adobe Photoshop software.

**ART 187A**  
**Basic Photoshop I**

2 credits  
Offered every fall semester

Maximizing the quality of graphic images by adjusting color or image in parts of that picture. Improving the ability to print the picture after it has been modified. Instruction utilizes Adobe Photoshop software.

**ART 187B**  
**Basic Photoshop II**

2 credits  
Offered every spring semester  
Prerequisite: Prior or concurrent enrollment in ART 187A required

Using a variety of tools and commands for improving the quality of a photographic image. Transforming ordinary images into extraordinary digital artwork.

Creating graphics by modifying image data using Adobe Photoshop software.

**ART 187C**  
**Basic Photoshop III**

2 credits  
Offered upon request  
Prerequisite: ART 187A and ART 187B or concurrent enrollment in ART 187B

Using the pen tool to draw precise straight or curved paths and create intricate selections. Creating advanced vector shapes which can be filled, stroked, and used as clipping paths. Creating complex effects using layers masks, clipping groups, and style layers with Adobe Photoshop software.

**ART 188**  
**Digital Publishing**

3 credits  
Offered every spring semester

An introduction to electronic or "desktop" publishing on the Macintosh computer. Topics will include the development of text and graphics and the use of the page layout program Adobe InDesign, to create a variety of documents for publication.

**ART 189**  
**Typography**

3 credits  
Offered every fall semester  
A study of type, including the history and development of type; terminology; fonts and their uses; type in design; composition, and typesetting on the computer.

**ART 190**  
**Beginning Fibers I**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment

Use of fibers through a variety of techniques. Includes introduction to off-loom weaving, on-loom weaving, machine knitting, basketry, and paper making.

**ART 191**  
**Beginning Fibers II**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Further development of techniques developed in ART 190.

**ART 216**  
**Illustration I**

3 credits  
Offered every spring semester  
Exploration of varied techniques, styles, and media for illustration. Development of skills; emphasis on highly finished work.

**ART 217****Illustration II**

3 credits

Offered every fall semester

Prerequisite: ART 216

Continuation of ART 216. Exploration of advanced techniques, styles, and media for illustration. Development of skills; emphasis on highly finished work.

**ART 222****Intermediate Stained Glass I**

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of ART 122-123. Precision glass cutting, copper foil, and lead came techniques are developed in the creation of stained glass for interior and architectural art objects.

**ART 223****Intermediate Stained Glass II**

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of ART 222.

**ART 228****Intermediate Digital Photography**

3 credits

Offered every fall and spring semester

Prerequisite: ART 128

Exploration of intermediate and advanced camera techniques, photographic styles, lighting, composition, digital photography, and digital photo editing.

**ART 245****Intermediate Watercolor I**

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of ART 145-146. A variety of techniques using water-soluble media with emphasis on composition and color.

**ART 246****Intermediate Watercolor II**

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of ART 245.

**ART 247****Intermediate Oil Painting I**

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Introduction to oil painting materials and techniques.

**ART 248****Intermediate Oil Painting II**

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of ART 247.

**ART 251****Intermediate Sculpture I**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Continuation of ART 151-152.

Develops techniques and skills in modeling, the creation of sculpture, and casting basic to composition.

**ART 252****Intermediate Sculpture II**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Continuation of ART 251.

**ART 253****Intermediate Scrapbooking I**

1 to 2 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of ART 154.

**ART 254****Intermediate Scrapbooking II**

1 to 2 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of ART 253.

**ART 257****Intermediate Woodcarving I**

2 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of ART 157-158.

Develops methods of carving and composition. Studies in types of woods and how to use their natural qualities; how to use a variety of finishes for the woods.

**ART 258****Intermediate Woodcarving II**

2 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of ART 257.

**ART 261****Intermediate Ceramics I**

2 to 3 credits

Offered upon request

Activity/Personal Enrichment

Continuation of ART 161-162. Problems in hand-forming, wheel work, design, glazes, decorative processes, clays, and firing are covered.

**ART 262****Intermediate Ceramics II**

2 to 3 credits

Offered upon request

Activity/Personal Enrichment

Continuation of ART 261.

**ART 263****Firing Techniques I**

2 credits

Offered upon request

Activity/Personal Enrichment

Methods of firing ranging from pit fire, sigillata, raku, and majolica, using low-fire clay bodies such as terra cotta and low-fire electric kiln cone 06 firing range. This hands-on course will consist of making ware, preparation of kiln, firing, unloading and cleaning up.

**ART 264****Firing Techniques II**

2 credits

Offered upon request

Activity/Personal Enrichment

Methods of firing salt fire. The use of fifteenth-century German firing techniques in which salt is thrown into the kiln upon maturing temperature. The salt rapidly vaporizes and combines with the silica in the clay to form an "orange peel" effect on its surface. This hands-on course will consist of making of ware, preparation of kiln, firing, unloading and cleaning up.

**ART 268****Intermediate Ceramic Crafts I**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Continuation of ART 168-169. Painting techniques are developed in the use of stains and glazes for the decoration of mold-made ceramic objects. Small kiln firing skills are developed.

**ART 269****Intermediate Ceramic Crafts II**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Continuation of ART 268.

**ART 271****Intermediate Crafts I**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of various crafts.

**ART 271A****Intermediate Crafts I - Tole Painting**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Continuation of ART 172A.

**ART 271B****Intermediate Crafts I - Nativity**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Continuation of ART 172B.

**ART 271C****Intermediate Crafts I - Doll Making**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Continuation of ART 172C.

**ART 272****Intermediate Crafts II**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Continuation of ART 271.

**ART 272A****Intermediate Crafts II - Tole Painting**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Continuation of ART 271A.

**ART 272B****Intermediate Crafts II - Nativity**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Continuation of ART 271B.

**ART 272C****Intermediate Crafts II - Doll Making**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Continuation of ART 271C.

**ART 273****Intermediate Jewelry I**

2 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Develops skills begun in Beginning Jewelry I and II, including sand casting, metal and wood inlays, overlays and marriage of metals.

**ART 274****Intermediate Jewelry II***2 to 3 credits**Offered every fall and spring semester**Activity/Personal Enrichment*

Advanced fabrication techniques including chain making and box construction. Emphasis is on the development of personal expression in the design of jewelry.

**ART 276****Intermediate Gem Faceting I***2 to 3 credits**Offered every fall and spring semester**Activity/Personal Enrichment*

Continuation of ART 176-177. Faceting machine is used to develop skills in gem stone faceting. A variety of cuts and styles are used depending on the natural qualities and shape of the stone.

**ART 277****Intermediate Gem Faceting II***2 to 3 credits**Offered every fall and spring semester**Activity/Personal Enrichment*

Continuation of ART 276.

**ART 278****Intermediate Lapidary I***2 to 3 credits**Offered every fall and spring semester**Activity/Personal Enrichment*

Continuation of ART 178-179. A more advanced study of lapidary arts, gem identification, material suitability, tools, and techniques, and may introduce the student to the faceting of precious gems and the art of intarsia.

**ART 279****Intermediate Lapidary II***2 to 3 credits**Offered every fall and spring semester**Activity/Personal Enrichment*

Continuation of ART 278.

**ART 285****Printmaking***3 credits**Offered every fall and spring semester**Activity/Personal Enrichment*

Printmaking processes for synthesis into a form of personal expression. Emphasis on etching, intaglio, block printing, and silk-screen.

**ART 287****Advanced Photoshop***3 credits**Offered every spring semester*

Maximizes the quality of graphic images; prepares color images for output; creates special graphic effects; modifying scanned images; and retouching images.

**ART 289****Portfolio Development***1 credit**Offered every fall and spring semester**Activity/Personal Enrichment*

Develop a portfolio to be used as a base for exploring employment (including self-employment) opportunities, further career development, renewed and/or continued education and training, and personal development.

**ART 290****Intermediate Fibers I***1 to 3 credits**Offered upon request**Activity/Personal Enrichment*

Use of fibers through a variety of techniques. Includes introduction to off-loom weaving, on-loom weaving, machine knitting, basketry, and paper-making.

**ART 291****Intermediate Fibers II***1 to 3 credits**Offered upon request**Activity/Personal Enrichment*

Continuation of ART 290.

**ART 297****Workshop***1 to 6 credits**Offered upon request**Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Art.

**ART 298****Workshop***1 to 3 credits**Offered upon request**Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Art.

**ART 299****Independent Study***1 to 3 credits**Offered upon request**Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

**ASTRONOMY****AST 103****Introduction to Astronomy***4 credits**GE category: Lab Science**Offered every fall and spring semester*

*Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

A survey of modern astronomy introducing topics from our solar system and other planetary systems, galaxies, the evolution of stars, and the methods and technology used to explore planetary and stellar processes. Included with this course is a lab that introduces the student to astronomical observations with the use of a series of telescopes and lab exercises.

**AUTOMOTIVE TECHNOLOGY****AUT 100****Automotive Fundamentals***2 credits**Offered upon request*

This course provides a basic study of key automotive vehicle systems. Course provides basic operational knowledge, care, and maintenance of engine, fuel, ignition, suspension, brakes, and drive train systems.

**AUT 101****Introduction to Automotive Technology***2 to 4 credits**Offered upon request*

This course provides fundamental information on key automotive vehicle systems. Course teaches basic operational knowledge, care, and maintenance of engine, fuel, ignition, suspension, brakes, electrical, and drive train systems.

**AUT 104****Small Engines***2 to 3 credits**Offered upon request*

Provides operational principles, diagnosis, service, and overhaul procedures of small two-stroke and four-stroke gasoline engines.

**AUT 105****Automotive Electrical Fundamentals***2 credits**Offered every fall semester*

This course provides a study of automotive electrical and electronic fundamentals. Course has an emphasis on Ohm's Law and application of Ohm's Law in

solving electrical system failures. This course provides an in-depth study on how to properly use wiring and current flow diagrams in electrical diagnosis and repair. Course includes using industry standard diagnostic equipment and techniques. Prepares the student to take the ASE certification test on electrical/electronic systems.

**AUT 106****Internal Combustion Engines***4 credits**Offered upon request*

This course provides theory, diagnosis, and service common to all automotive internal combustion engines. Course includes engine rebuilding and performance testing. This course prepares students for the ASE certification test on engine repair.

**AUT 107****Automotive Electrical Systems and Equipment***2 credits**Offered every fall semester*

This course provides a study of automotive starting, supplemental restraint (air bags), and charging electrical systems and components. An emphasis is placed on electrical system diagnosis and electrical repair. Course gives students the opportunity to use various industry standard diagnostic electrical equipment and testing techniques. Prepares the student to take the ASE certification test on electrical/electronic systems.

**AUT 110****Fuel and Emission Systems***2 to 3 credits**Offered every fall semester*

Course provides theory, diagnosis, and service of automotive fuel and emission systems. Course includes an opportunity for students to analyze fuel and emission components and systems operation. This course has an emphasis on practical application of a vehicles computer controlled fuel and emission systems. This class, together with AUT 260, prepares students for the ASE certification test on engine performance.

**AUT 120****Manual Transmission and Drive Train***3 credits**Offered fall semester in even-numbered years*

This course provides instruction related to power train theory, diagnosis, and service of clutches, driveline, synchromesh transmissions, and final drives. Course covers standard

transmission, transaxles, and 4-wheel drive operation. Prepares the student for the ASE certification test on manual drive train.

### **AUT 131** **Steering and Suspension Systems**

*3 credits*  
*Offered every spring semester*

Course provides theory, diagnosis and the repair of automotive steering and suspension systems. Course includes an in-depth study of tires and wheels, wheel balancing, two and four wheel alignment, and diagnostic and service techniques. Course prepares students for ASE certification test on steering and suspension systems.

### **AUT 132** **Automotive Brake Systems**

*2 credits*  
*Offered upon request*

This course provides instruction on theory, repair, and diagnosis of automotive brake systems. Course is an in-depth study of disc and drum brake systems. Course covers hydraulic operation, brake system service, diagnosis, and repair. Course also covers anti-lock brakes operation and diagnosis. This course prepares students for ASE certification test on brakes.

### **AUT 150** **Automotive Painting and Refinishing**

*3 credits*  
*Offered every spring semester*  
*Activity/Personal Enrichment*

Students taking this course will study automotive painting, minor repair, and refinishing techniques. The course will provide instruction related to automotive paint types, painting and refinishing, and minor body repairs (forming, shaping and body filler use).

### **AUT 180** **Automotive Service Techniques**

*2 credits*  
*Offered upon request*

Course provides individualized self-paced instruction in service and repair of automotive engines, electrical, transmissions, brakes, suspension, and A/C. Course includes an opportunity for the individual to service and repair vehicle systems and components using computer-based reference material. In this course's modular lab assignments, emphasis is placed on each student's ability to demonstrate practical application of learned skills. This course prepares students for all eight ASE certification tests.

### **AUT 220** **Automotive Electronics and Computerized Vehicle Controls**

*3 credits*  
*Offered every spring semester*  
*Prerequisite: AUT 110 or instructor approval*

This course provides a study of various vehicles' power train computerized systems. Course provides an in-depth study of electronic principles related to computerized vehicle controls. Course includes electronic engine/power train control operation, trouble shooting techniques, and proper repair of these systems. This course requires that each student have basic skills and knowledge in electrical/electronic fundamentals and prepares students to take the ASE tests which have electrical/electronic or automotive computer control system questions.

### **AUT 230** **Automatic Transmissions**

*4 credits*  
*Offered fall semester in odd-numbered years*

This course teaches operating principles of modern automatic transmissions and transaxles. Course includes diagnosis, maintenance, testing, repair, and basic information on computerized power train control systems. This course prepares students for the ASE certification test on automatic transmissions/transaxle.

### **AUT 250** **Advanced Automotive Painting and Refinishing**

*3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*  
*Prerequisite: AUT 105 or instructor approval*

Students taking this course will study automotive painting, minor repair, and advanced painting techniques. The course will provide instruction related to automotive paint types, painting and refinishing, and minor body repairs (forming, shaping and body filler use).

### **AUT 260** **Vehicle Performance and Diagnosis**

*3 credits*  
*Offered every spring semester*  
*Prerequisite: AUT 105*

This course provides instruction in computerized power train system operation and diagnostic procedures. Course includes an in-depth study in modern ignition, fuel, and power train computer controlled systems. Course provides in-depth knowledge

related to various onboard vehicle diagnostic processes. This course gives the student the opportunity to use industry standard testing equipment such as PC-based scopes and hand-held scanners. Course requires an understanding of automotive electrical and electronic fundamentals and together with AUT 110, prepares the student for ASE certification test on engine performance.

### **AUT 265** **Vehicle Emission Strategies and Testing**

*2 credits*  
*Offered upon request*  
*Prerequisite: AUT 105 or instructor approval*

This course provides instruction on diagnostic procedures for automotive emission failure concerns. Course includes an in-depth study in how modern fuel, ignition, and power train computer controlled systems relate to exhaust emission strategies. Course gives students an opportunity to use industry standard testing equipment such as, hand held scanners and infrared exhaust analyzers. This course requires the student to have basic skills and knowledge in electrical/electronic fundamentals and together AUT 110, prepares the student for ASE certification test on engine performance.

### **AUT 266** **Vehicle Heating and Air Conditioning**

*3 credits*  
*Offered every spring semester*

This course provides instruction on basic operating principles, diagnosis, and service of modern automotive heating and air conditioning systems. Course includes an in-depth study of a/c system operation, diagnostic and service procedures, and environmental concerns. Prepares students for ASE certification test on heating and air conditioning.

### **AUT 280** **Advanced Shop**

*3 credits*  
*Offered every spring semester*  
*Prerequisite: AUT 180 or AUT 101 or instructor approval*

Course provides students with an opportunity to perform advanced automotive service work in preparation for entry into the automotive trade. Course includes an option for students to develop skills at an automotive worksite. This course addresses all service and repair on any vehicle system and provides the student exposure to shop management operations and strategies. This course is intended for the automotive major

only and prepares the student to take all eight ASE automotive certification exams.

### **AUT 297** **Workshop**

*1 to 6 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Automotive Technology.

### **AUT 298** **Workshop**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Automotive Technology.

### **AUT 299** **Independent Study**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

## **BIOLOGICAL SCIENCE**

### **BIO 100** **Biology Concepts**

*4 credits*  
*GE category: Lab Science*  
*Offered every fall and spring semester*  
*Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

An integrated course dealing with both plants and animals, related to our environment from molecule to biosphere. A liberal studies course for non-science majors with an emphasis on contemporary issues.

### **BIO 101A** **Desert Survival**

*1 credit*  
*Offered upon request*  
*Activity/Personal Enrichment*

Students will learn the conditions of a desert environment that make it so dangerous. They will become acquainted with techniques to survive in this harsh environment.

### **BIO 101B** **Birds of the Gila Valley**

*1 credit*  
*Offered upon request*  
*Activity/Personal Enrichment*

Students will learn different aspects of the life and behavior of birds. Students will participate in viewing and identifying some common birds of the Gila Valley.

**BIO 101C****Natural History of the Gila Valley**

1 credit

*Offered upon request  
Activity/Personal Enrichment*

Students will see the geologic and climatic forces that have created the environment of the Gila Valley. Students will identify strategies that plants and animals use to survive in the desert environment.

**BIO 101E****Careers in Environmental Biology**

1 credit

*Offered upon request*

This class will expose learners to the different career opportunities in the field of Environmental Biology. Learners will obtain information about career preparation to obtain jobs in this field.

**BIO 105****Environmental Biology**

4 credits

*GE category: Lab Science  
Offered every fall semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

Fundamentals of ecology and their relevance to human impact on natural ecosystems. A liberal studies course for non-science majors with an emphasis on contemporary issues.

**BIO 160****Introduction to Human Anatomy and Physiology**

4 credits

*GE category: Lab Science  
Offered every fall and spring semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

Study of structure and dynamics of the human body. For students who desire one semester in anatomy and physiology.

**BIO 181****General Biology I**

4 credits

*GE category: Lab Science  
Offered every fall semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

Designed for Biology majors. Principles of structure and function of living things at molecular, cellular, and organismic levels of organization. One year of high school chemistry or one semester of college level chemistry recommended.

**BIO 182****General Biology II**

4 credits

*GE category: Lab Science  
Offered every spring semester  
Prerequisite: BIO 181*

Designed for Biology majors. Additional principles of structure and function of living things at molecular, cellular, and organismic and higher levels of organization.

**BIO 187****Introduction to Biological Research**

4 credits

*Offered upon request*

This course is designed to introduce students to the scientific research process at an interactive level. Basic tools and procedures of an environmental or ecological researcher will be discussed and reinforced in the lab setting. The culminating product will be an individualized written research proposal that may become the basis for further scientific investigation in BIO 295.

**BIO 201****Human Anatomy and Physiology I**

4 credits

*GE category: Lab Science  
Offered every fall and spring semester  
Prerequisite: BIO 100 or BIO 160 or BIO 181 or CHM 130 or CHM 138 or CHM 151*

Study of the structure and function of the human body. Topics include cells, tissues, integumentary system, skeletal system, muscular system, and nervous system.

**BIO 202****Human Anatomy and Physiology II**

4 credits

*GE category: Lab Science  
Offered every fall and spring semester  
Prerequisite: BIO 201*

Continuation of structure and function of the human body. Topics include the endocrine, circulatory, respiratory, digestive, urinary, and reproductive systems.

**BIO 205****Microbiology**

4 credits

*GE category: Lab Science  
Offered every fall and spring semester  
Prerequisite: BIO 100 or BIO 160 or BIO 181 or BIO 201 or CHM 130 or CHM 138 or CHM 151*

Study of microorganisms and their relationship to health, ecology, and related fields.

**BIO 226****Ecology**

4 credits

*GE category: Lab Science  
Offered every fall semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

Arizona contains a broad diversity of biotic and abiotic variables acting upon the plant and animal species that have adapted to life in a sometimes harsh, desert environment. These fragile ecosystems have been affected from both a positive and negative standpoint by an increasing human population. This course will provide students with a basic understanding of ecological principles, concepts of energy flow through an environment, and knowledge and hands-on experiences to better understand the characteristics, restoration strategies, interactions within, and stewardship for healthy ecosystems.

**BIO 295****Undergraduate Biological Research**

4 credits

*Offered every spring semester  
Prerequisite: BIO 187 or instructor approval*

This course is a unique opportunity for students to apply and practice that which they have learned about the research process. Whether partnering with a mentor project or carrying out their personal research proposal, students discuss, analyze and critique their work through portfolio entries and team sessions coordinated by the instructor. Coursework culminates in a Poster Session of student research at the close of the semester.

**BIO 298****Workshop**

1 to 3 credits

*Offered upon request  
Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Biological Science.

**BIO 299****Independent Study**

1 to 3 credits

*Offered upon request  
Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

**BUSINESS**

*(for more business courses, see Business Administration and Small Business Management)*

**BUS 101****Fundamentals of Accounting**

3 credits

*Offered every fall and spring semester  
Concurrent enrollment in BUA 233 not permitted*

An accounting and record keeping course of practical value to many people at home or in business. Covers theory of debits and credits of most common accounts, the trial balance, and financial reports. Students with special aptitude in bookkeeping who plan to continue in accounting should take BUA 233 and BUA 243 instead.

**BUS 111****Business Mathematical Calculations**

3 credits

*GE category: AAS degree only  
Offered every fall and spring semester*

*Prerequisite: Placement test or equivalent or instructor approval*

Instruction and practice in fundamental business operations. Begins with basic mathematical operations and then continues through payroll, banking, interest, income tax, and other areas of business mathematics.

**BUS 131****Income Tax Procedures and Preparation**

3 credits

*Offered upon request*

This course is designed for students who aspire to learn the concepts needed to prepare income tax returns for individuals including the determination of income, deduction, credits, and taxable income.

**BUS 143****Real Estate Fundamentals**

6 credits

*Offered upon request*

To give the student an overview of Real Estate Fundamentals and prepare the student to pass the State of Arizona Real Estate test.

**BUS 151****FBLA/PBL – Business and Community Leadership I**  
2 credits

Offered upon request  
Activity/Personal Enrichment

Development of leadership qualities in business. Emphasis on character, self-confidence, scholarship, and establishment of career goals. Includes field trips and state, regional, and national conferences.

**BUS 152****FBLA/PBL – Business and Community Leadership II**  
2 credits

Offered upon request  
Activity/Personal Enrichment

Continuation of BUS 151.

**BUS 153****FBLA/PBL – Business and Community Leadership III**  
2 credits

Offered upon request  
Activity/Personal Enrichment

Continuation of BUS 152.

**BUS 154****FBLA/PBL – Business and Community Leadership IV**  
2 credits

Offered upon request  
Activity/Personal Enrichment

Continuation of BUS 153.

**BUS 160****Communication for the Occupations**  
3 credits

GE category: AAS degree only  
Offered every fall and spring semester

Prerequisite: ENG 100 or higher

The study of oral and written communication in the occupational setting.

**BUS 171****International Business**  
3 credits

Offered upon request

Overview of international business to introduce students to international trade concepts. Focus of the course is on international business environment issues that influence global business practices, decisions, and applications.

**BUS 181****Reception Management**  
3 credits

Offered upon request

This course is a study of skills, attitude and performance as they relate to front desk employees engaged in the hotel/motel industry.

**BUS 205****Computerized Accounting with QuickBooks**  
1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Prerequisites: BUS 101 or BUA 233; CMP 101 or CMP 103

Designed to assist students and small business owners in performing accounting tasks by using a computer software package designed specifically for accounting purposes. Students will develop skills to operate a computer to implement the following functions: recording transactions, generating financial and management reports, setting up and maintaining a system, and developing business budgets. The course utilizes the QuickBooks accounting software.

**BUS 211****Retail Management**  
3 credits

Offered every spring semester

Principles and practices used in the management of retail stores. Includes site selection, layout, organization, staffing, positioning, customer service, promotional techniques and all aspects of the buying function.

**BUS 221****Human Resource Management**  
3 credits

Offered every fall semester

Human resource theory and practice, planning, recruitment, placement, employee development, evaluation, benefits and services, health and safety, and employee relations.

**BUS 251****Human Relations**  
3 credits

GE category: AAS degree only  
Offered every fall and spring semester

Emphasizes application of basic psychological principles to the understanding and influencing of human behavior, particularly in personal and business relationships.

**BUS 297****Workshop**  
1 to 6 credits

Offered upon request  
Activity/Personal Enrichment

Designed to meet a variety of needs for students in Business.

**BUS 298****Workshop**  
1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Designed to meet a variety of needs for students in Business.

**BUS 299****Independent Study**  
1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

**BUSINESS ADMINISTRATION**

(for more business courses, see *Business and Small Business Management*)

**BUA 101****Introduction to Business**  
3 credits

Offered every fall and spring semester

Organization, functions, activities, and roles of business in the American economic system; orientation to business terminology, practices, problems, and career opportunities. Primarily for freshmen majoring in some area of business.

**BUA 221****Principles of Macroeconomics**  
3 credits

GE category: Social Sciences  
Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Studies aggregates of the entire economy; concentrates on national income analysis, business cycles, the money and banking system, the global economy, and fiscal and monetary policy. Concurrent enrollment with BUA 223 not recommended.

**BUA 223****Principles of Microeconomics**  
3 credits

GE category: Social Sciences  
Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Study of forces affecting individual productive units; includes analysis of price determinants through supply and demand, cost and equilibrium of firms under perfect and imperfect competition,

distribution of income, and selected current problems. Concurrent enrollment with BUA 221 not recommended.

**BUA 233****Uses of Accounting Information I**  
4 credits

Offered every fall and spring semester

Introduction to the uses of financial information for internal and external purposes. Emphasizes using accounting information to meet the needs of financial decision makers, financial statement analysis, and understanding the business cycle.

**BUA 243****Uses of Accounting Information II**  
3 credits

Offered every spring semester  
Prerequisites: BUA 233

Introduction to the uses of financial information for internal and external purposes. Emphasizes using accounting information to meet the needs of financial decision makers, focusing on analysis for use by management.

**BUA 245****Legal Environment of Business**  
3 credits

Offered every spring semester

Introduces the sources and basic principles of the law as it relates to business, including the U.S. legal system, the Constitution, sources of the law, business ethics; and studies a variety of applications of the law in contracts, torts, agency, and government regulation of business.

**BUA 297****Workshop**  
1 to 6 credits

Offered upon request  
Activity/Personal Enrichment

Designed to meet a variety of needs for students in Business Administration.

**BUA 298****Workshop**  
1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Designed to meet a variety of needs for students in Business Administration.

**BUA 299****Independent Study**  
1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## CHEMISTRY

### CHM 130

#### Fundamental Chemistry

4 credits

GE category: Lab Science

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course is designed to help students understand basic chemical principles and master problem-solving skills. Students will develop an understanding of how those concepts and skills are relevant to other courses and their daily lives. Chemical topics covered in the course include basic science concepts, measurements, atomic theory, bonding, stoichiometry, states of matter, solutions, acids and bases, and nuclear chemistry.

### CHM 138

#### An Introduction to General, Organic, and Biological Chemistry

4 credits

GE category: Lab Science

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

For students with little or no background in chemistry. The first half of this one semester course includes an introduction to general principles of chemistry including measurements, atomic structure, chemical bonding, naming compounds, states of matter, solutions, and chemical reactions with applications in health care. The second half of the course covers aspects of organic and biological chemistry that directly affect health care. They include sections on hydrocarbons, organic functional groups, carbohydrates, lipids, proteins, enzymes, nucleic acids, and metabolic pathways that provide energy for life.

### CHM 151

#### General Chemistry I

4 credits

GE category: Lab Science

Offered every fall semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Provides the student with knowledge of the fundamental principles of chemistry with an emphasis on matter and measurement, states of matter, atomic structure, chemical periodicity, chemical bonding,

chemical reactions, stoichiometry, energy of reactions, aqueous solutions, and properties of gases. The student also applies critical thinking strategies in scenario and inquiry-based laboratory activities. Recommend completion of at least two years high school algebra and one year high school chemistry or college equivalent.

### CHM 152

#### General Chemistry II

4 credits

GE category: Lab Science

Offered every spring semester

Prerequisite: CHM 151

Provides the student with knowledge of the fundamental principles of chemistry with an emphasis on the control of chemical reactions and the chemistry of the elements. Chemical kinetics, equilibria, acids-base chemistry, entropy of reactions, electron transfer reactions, nuclear chemistry, and an introduction to organic chemistry will be explored. The student will also apply critical thinking strategies in scenario and inquiry-based laboratory activities.

### CHM 230

#### Fundamental Organic Chemistry

4 credits

GE category: Lab Science

Offered every spring semester

Prerequisite: CHM 130 or CHM 138 or CHM 151

An introduction to carbon-containing compounds. Included is the study of hydrocarbons, alcohols, carbonyl compounds, amines, as well as bio-organic compounds. Designed for students in the Allied Health Sciences such as Pre-Nursing or Pre-Optometry.

### CHM 235

#### General Organic Chemistry I

4 credits

GE category: Lab Science

Offered every fall semester

Prerequisite: CHM 152

General principles of organic chemistry with emphasis on reactivity and synthesis. Topics include bonding, structure and properties of organic compounds, stereochemistry, kinetics and thermodynamics, substitution and elimination reactions, structure, synthesis, and reaction of alkenes, alkynes, alcohols, and IR and NMR spectroscopy.

### CHM 236

#### General Organic Chemistry II

4 credits

GE category: Lab Science, Intensive Writing

Offered every spring semester

Prerequisite: CHM 235 and ENG 101

Continuation of CHM 235. General principles of organic chemistry with continued emphasis on reactivity and synthesis. Topics include the study of alcohols, ethers, epoxides, sulfides, conjugated systems, aromatic compounds, ketones, aldehydes, amines, carboxylic acids and their derivatives, enols, carbohydrates, nucleic acids, amino acids, peptides, proteins, lipids, and polymers.

### CHM 298

#### Workshop

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Chemistry.

### CHM 299

#### Independent Study

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## COMPUTERS

### CMP 099

#### Computers for Beginners

2 credits

Developmental course - does not count for graduation credit

Offered upon request

Activity/Personal Enrichment

A first course for beginning computer users designed to introduce students who have never used a computer to the basic elements of running a computer in a comfortable, structured manner with significant instructor support in the lecture/demonstration mode.

### CMP 100

#### Computer Careers

2 credits

Offered upon request

This course is designed to help students determine an appropriate computer field as a career. Students will be given time to conduct career research in the field to help them select a career path. Emphasis is placed on choosing an appropriate career path and then creating a career plan to achieve their success. Students will also be given the opportunity to visit area businesses, conduct an informational interview with a business professional, and

participate in a job shadowing program.

### CMP 101

#### Introduction to Computers

3 credits

GE category: AAS degree only

Offered every fall and spring semester

A first course in computers designed to provide students with hands-on experience of the personal computer and its uses in society. Application programs from the Microsoft Office Suite will be taught including Word, Excel, Access, and PowerPoint. True beginners may want to consider CMP 099 Computers for Beginners, before taking this course.

### CMP 103

#### Introduction to Computer Based Systems

3 credits

GE category: GE Options, AAS degree only

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Uses of computer hardware and software in business and society; computer terminology; program definition and flowcharting/algorithms; introduction to programming using general purpose language and word processing, spreadsheet, database, graphics, multimedia, and Internet.

### CMP 106

#### Computers for Teachers

3 credits

Offered upon request

Introduction to the use of computers in the classroom. Using current varieties of software for assignment presentation including desktop publishing, grading, student information, presentation software from the computer to the screen, using the Internet to teach through websites and other varieties of multimedia.

### CMP 108

#### Introduction to Keyboarding Technique

1 credit

Offered every fall and spring semester

This course is designed to teach the keyboard and proper keyboarding technique. Identical to AIS 108.

**CMP 110**  
**Current Applications**  
2 credits

*Offered upon request*

Provides individuals with the opportunity to develop personal projects in varieties of current software such as spreadsheet, database, word processing, multimedia, Internet and other applications for microcomputers, which cannot take place in courses where time is given to use a software package, but not to use it for personal project design and implementation. Not for computer majors, except as elective. Computer majors take CMP 244 or 245. Others may take CMP 244 or 245, after completing this course.

**CMP 110J**  
**Microsoft Excel**  
1/2 credit

*Offered upon request*

*Activity/Personal Enrichment*

Provides individuals with opportunity to specialize in Microsoft Excel software. Recommend completion of an introductory course.

**CMP 110K**  
**Microsoft Word**  
1/2 credit

*Offered upon request*

*Activity/Personal Enrichment*

Provides individuals with opportunity to specialize in Microsoft Word software. Recommend completion of one introductory course.

**CMP 110L**  
**Windows**  
1/2 credit

*Offered upon request*

*Activity/Personal Enrichment*

Provides individuals with opportunity to specialize in Windows software applications for microcomputers. Recommend completion of an introductory course.

**CMP 110Q**  
**Microsoft Office**  
1/2 to 1 credit

*Offered upon request*

Provides individuals with the opportunity to specialize in introductory applications using two modules of Microsoft Office.

**CMP 110R**  
**QuickBooks**  
1/2 to 2 credits

*Offered upon request*

Takes the students through the features of current QuickBooks to develop an introductory skill level for personal and vocational use.

**CMP 110S**  
**Microsoft PowerPoint**  
1/2 credit

*Offered upon request*

*Activity/Personal Enrichment*

Provides individual with opportunity to specialize in Microsoft PowerPoint software. Recommend completion of an introductory course.

**CMP 110T**  
**Multimedia**  
3 credits

*Offered upon request*

Provides individuals with the opportunity to specialize in specific current software applications such as Macromedia Flash, Macromedia Fireworks and/or other software emphasizing multimedia. Completion of an introductory computer course is recommended.

**CMP 110X**  
**Beginning Microsoft Excel**  
1/2 credit

*Offered upon request*

Students will become familiar with beginning level functions of Microsoft Excel, a spreadsheet program.

**CMP 110Y**  
**Intermediate Microsoft Excel**  
1/2 credit

*Offered upon request*

Students will become familiar with intermediate level functions of Microsoft Excel, a spreadsheet program.

**CMP 110Z**  
**Advanced Microsoft Excel**  
1/2 credit

*Offered upon request*

Students will become familiar with the advanced level functions of Microsoft Excel, a spreadsheet program.

**CMP 110AA**  
**Beginning Microsoft Access**  
1/2 credit

*Offered upon request*

Students will become familiar with beginning level functions of Microsoft Access, a database software package.

**CMP 110AB**  
**Intermediate Microsoft Access**  
1/2 credit

*Offered upon request*

Students will become familiar with intermediate level functions of Microsoft Access, a database software package.

**CMP 110AC**  
**Advanced Microsoft Access**  
1/2 credit

*Offered upon request*

Students will become familiar with advanced level functions of Microsoft Access, a database software package.

**CMP 110AD**  
**Beginning Microsoft PowerPoint**  
1/2 credit

*Offered upon request*

Students will become familiar with beginning level functions of Microsoft PowerPoint, a slide and video software package.

**CMP 110AE**  
**Intermediate Microsoft PowerPoint**  
1/2 credit

*Offered upon request*

Students will become familiar with intermediate level functions of Microsoft PowerPoint, a slide and video software package.

**CMP 110AF**  
**Advanced Microsoft PowerPoint**  
1/2 credit

*Offered upon request*

Students will become familiar with advanced level functions of Microsoft PowerPoint, a slide and video software package.

**CMP 110AJ**  
**Microsoft Outlook I**  
1/2 credit

*Offered upon request*

Students will become familiar with beginning to intermediate level functions of Microsoft Outlook, an integrated electronic mail, calendar, and task management software package.

**CMP 110AK**  
**Microsoft Outlook II**  
1/2 credit

*Offered upon request*

Students will become familiar with advanced level functions of Microsoft Outlook, an integrated electronic mail, calendar, and task management software package.

**CMP 110AM**  
**PC Troubleshooting and Repair**  
1 credit

*Offered upon request*

This course is designed to teach the basic principles of PC troubleshooting and repair, including providing a basic knowledge of PC components and their function and how to use Window built-in diagnostic tools. It provides a foundation in

diagnosing common symptoms and catastrophic failures as well as proper hardware handling and removal and reinstallation of common components. It is recommended that students be familiar with basic Windows operating systems, navigation and menu and be able to use small hand tools.

**CMP 110AN**  
**Intermediate PC Troubleshooting and Repair**  
1 credit

*Offered upon request*

This course is a follow up to CMP 110AM, providing intermediate PC troubleshooting and repair. Includes diagnosing common windows system failures, changing system configurations ii BIOS and registry, downloading peripheral device drives and the removal of CPU and motherboard. Recommendation: Completion of CMP 110AM or equivalent.

**CMP 110AP**  
**Microsoft Publisher**  
1/2 credit

*Offered upon request*

Students will become familiar with basic desktop publishing functions of Microsoft Publisher, including the creation of brochures, flyers, invitations, greeting cards, calendars, certificates, etc.

**CMP 113**  
**Windows Operating System I**  
3 credits

*Offered upon request*

In this course the rationale behind the Windows operating system will be examined. Hands-on experience will be gained using the operating system, including desktop management, file and folder manipulation, the uses of the control panel, digital media capabilities, Internet and networking rationale, and maintaining, monitoring and optimizing personal computers. It is recommended that one introductory course in computers be completed prior to enrolling in this course.

**CMP 113B**  
**Apple OS X**  
1/2 credit

*Offered upon request*

Designed to provide experience using aspects of the Mac OS X including: Finder, Dock, Stacks, Searchlight, Spaces, Expose, Drive Mounting, Time Machine, Utilities, Settings, .mac, iPhoto, and iMove.

**CMP 114****Internet**

2 credits

*Offered upon request*

Introductory course using the Internet covering electronic mail and the general access of information and special features of the Internet. Students develop hands-on experience in the use of all current Internet resources/features and build a web-site.

**CMP 114A****Internet Workshop**

1/2 credit

*Offered upon request*

An introductory course covering basic features of the Internet. Students develop hands-on experience in the computer lab and are introduced to building a web page.

**CMP 114B****Internet Security Basics**

1/2 credit

*Offered upon request*

Designed to provide experience setting up and using: virus scanners, Malware/Spyware/Adware scanners, content filters, spam filters, firewalls, while addressing the topic PC security and identity theft.

**CMP 114C****Search Engine Optimization**

3 credits

*Offered upon request**Offered in Gila County only*

This course is designed to allow for the opportunity to practice optimizing website pages as well as learning the basic rules of optimization.

**CMP 115****Microsoft Windows**

2 credits

*Offered upon request*

In this course, the rationale behind operating systems will be examined. Hands-on experience will be gained using operating systems, including the interaction of operating system commands with hardware facilities (e.g., secondary storage/hard drive) and file manipulation. It is recommended that one introductory course in computers be completed prior to enrolling in this course.

**CMP 115A****Beginning Microsoft Windows**

1/2 credit

*Offered upon request*

Students will become familiar with beginning level functions of Microsoft Windows, an operating

system used for organizing and maintaining computers.

**CMP 115B****Intermediate Microsoft Windows**

1/2 credit

*Offered upon request*

Students will become familiar with intermediate level functions of Microsoft Windows, an operating system used for organizing and maintaining computers.

**CMP 115C****Advanced Microsoft Windows**

1/2 credit

*Offered upon request*

Students will become familiar with advanced level functions of Microsoft Windows, an operating system used for organizing and maintaining computers.

**CMP 120****Introduction to Programming**

1 credit

*Offered upon request*

An introduction to software and programming concepts for students interested in visual or scripting languages. Topics include notations, data, operators, sequence, selection, repetition, and subprograms.

**CMP 121****Visual Basic Programming I**

3 credits

*GE category: AAS degree only**Offered every fall semester*

A comprehensive introduction to event-driven, object oriented computer programming using the Visual Basic programming language. Students learn to write problem-solving programs and develop a wide variety of Windows applications in a graphical environment. The course uses Visual Basic to illustrate good programming practices, application development techniques, and overall visual design.

**CMP 126****Java Programming I**

3 credits

*Offered upon request*

An introductory programming course for vocational computer majors and students transferring to universities in a business program. Course concentration includes object-oriented programming including data types, classes, objects, methods, decision and repetition structures, string and array manipulation, and Java applets. Computer majors are encouraged to take CMP 126 as their final programming language

in their program of study. Students who have no previous computer programming experience should consider taking CMP 120 before taking CMP 126.

**CMP 128****C# Programming I**

3 credits

*GE category: AAS degree only**Offered upon request*

C# Programming I is an introductory programming course for vocational computer majors and students transferring to universities in a business program. Course concentration includes the Visual Studio integrated development environment including user interfaces and controls, and object-oriented programming concepts including data types, classes, objects, methods, decision and repetition structures, and String and array manipulation. Students who have no previous programming experience are encouraged to take CMP 120 Introduction to Programming prior to taking C# Programming I.

**CMP 129****C# Programming II**

3 credits

*Offered upon request**Offered in Gila County only**Prerequisite: CMP 128 and CMP 273*

This course provides a thorough introduction to the ASP.NET technology as a web-based GUI interface and as an application server.

**CMP 130****C Programming I**

3 credits

*GE category: AAS degree only**Offered upon request*

A comprehensive introduction to the C language; preparation and writing of programs using C, using current programming techniques. A prior programming language is helpful. For two-year Computer majors or students transferring in a Computer Information Systems degree (same as Management Information Systems.) Students are advised to take CMP 120, Introduction to Programming before CMP 130. Identical to EGR 130.

**CMP 151****Information Technology Essentials**

3 credits

*Offered every fall semester*

Designed to provide experience with hardware and operating systems at the support technician level. Covering aspects of the PC, including: 1. Personal computer components, 2. Laptop and

portable devices, 3. Operating systems, 4. Printers and scanners, 5. Networks, 6. Security, 7. Safety and environmental issues, 8. Communication and professionalism.

**CMP 152****Information Technology Technician**

3 credits

*Offered every spring semester*

Designed to provide in-depth experience with hardware and operating systems of the microcomputer, including: 1. Personal computer components, 2. Laptop and portable devices, 3. Operating systems, 4. Printers and scanners, 5. Networks, 6. Security, 7. Safety and environmental issues, 8. Communication and professionalism.

**CMP 161****Electronic Spreadsheet with Microsoft Excel**

3 credits

*Offered upon request*

Comprehensive, practical applications and techniques using Microsoft Excel with hands-on experience in the computer laboratory. The beginning through advanced spreadsheet procedures taught will prepare the student to pass the Microsoft MOUS Expert Certification test. It is recommended that one introductory course in computers be completed prior to enrolling in this course.

**CMP 170****Database Management with Microsoft Access**

3 credits

*Offered upon request**Prerequisite: CMP 101 or CMP 103*

The student will participate in case-based approaches to the storing, modification, and extraction of information from a computerized database management system. The student will learn how to create and maintain database objects including tables, forms, queries, reports, pages, macros, and modules. Database design, security, and integration with other programs and the Internet is also covered. Student interested in Microsoft Office Specialist certification will find the course an excellent foundation for exam preparation.

**CMP 201****Systems and Procedures**

3 credits

*Offered upon request**Prerequisite: CMP 101 or CMP 103*

This course introduces the elements of information systems

used in business organizations. Students will learn about systems development, e-business and e-commerce strategies, network and telecommunication issues, enterprise systems, ethics relating to information technology, and project and database management. Concepts will be reinforced through group participation in the form of research, hands-on activities, projects, and presentations. Students will use Microsoft Office, Microsoft Project, and other software as needed to complete individual and group projects.

### **CMP 205** **Data Communications**

*3 credits*  
*Offered upon request*  
*Prerequisite: CMP 101 or CMP 103*

This course provides an introduction to data communications. Topics include an introduction to and the fundamentals of communications, communications media, servers, and clients, communication equipment and services, data transmission, protocols, network concepts, local area, wide area, and metropolitan area networks, network management and security, the Internet, e-business applications and the business data communications industry, and addressing the challenge of living in a connected world.

### **CMP 228** **C# Programming III**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*  
*Prerequisite: CMP 129 and CMP 280*

This course focuses on AJAX, LINQ, ORM, and MVC to speed development and enhance usability. A thorough understanding of C# and web technologies is expected.

### **CMP 230** **Linux System Administration**

*3 credits*  
*Offered upon request*  
*Prerequisite: CMP 113*

A course in operating systems installation and administration utilizing workstation and server applications of Linux. Students should have completed one or more courses in computers and be familiar with the concepts of computer programming and data communications.

### **CMP 235H** **Beginning Microsoft Word**

*1/2 credit*  
*Offered upon request*

Designed to provide the student with an opportunity to cover and practice basic features of word processing using Microsoft Word software. Identical to AIS 235H.

### **CMP 235I** **Intermediate Microsoft Word**

*1/2 credit*  
*Offered upon request*

This course is designed to provide intermediate word processing skills to students with prior experience using microcomputers and Microsoft Word. It is recommended that the student key at a minimum rate of 25 words per minute. Identical to AIS 235I.

### **CMP 235J** **Advanced Microsoft Word**

*1/2 credit*  
*Offered upon request*

This course is designed to provide advanced word processing skills to students with prior experience using microcomputers and Microsoft Word. It is recommended that the student have an intermediate knowledge of Microsoft Word and key at a minimum rate of 25 words per minute. Identical to AIS 235J.

### **CMP 239A** **Multimedia/Electronic Task Management**

*1 credit*  
*Offered every spring semester*

One of three multimedia modules designed to give students a higher level of office technology skills. Using a Personal Information Manager (PIM) program, students will learn how to manage e-mail, organize schedules, maintain contact lists and to-do lists, and keep a log of computer tasks. This module also includes integrating data to and from other applications. Identical to AIS 239A.

### **CMP 239B** **Multimedia/Digital Imaging**

*1 credit*  
*Offered every spring semester*

One of three multimedia modules designed to give students a higher level of office technology skills. This module provides students with hands-on experience with digital imaging technology including scanners, digital cameras, and photo software. Students must be familiar with basic desktop publishing techniques to complete projects. Identical to AIS 239B.

### **CMP 239C** **Multimedia/Internet for Business**

*1 credit*  
*Offered every spring semester*

One of three multimedia modules designed to give students a higher level of office technology skills. In this module, students learn and apply the tools, language, and culture of the Internet. Important ethical issues are addressed as individual and team Internet projects are completed. Projects will include web site design and research. Identical to AIS 239C.

### **CMP 240** **Desktop Publishing**

*3 credits*  
*Offered every fall and spring semester*

Emphasizes basic to intermediate skills in desktop publishing through a variety of modern, real-life activities using both desktop publishing and word processing software. Students will develop skills in making design and typography decisions, handling multicolumn documents, inserting and editing graphics, and creating styles and charts. Students will create a portfolio of business documents to demonstrate mastery. Word processing skill is needed. Identical to AIS 240.

### **CMP 250** **Networking**

*3 credits*  
*Offered upon request*

Advanced techniques in networking with emphasis on the installation, maintenance, and design of local area networks. CompTIA Network+ exam objectives are also covered in this course.

### **CMP 255** **Microsoft Windows Server Administration**

*3 credits*  
*Offered upon request*

This course is designed to prepare a student for the challenges faced as a Microsoft networking professional. Specific topic coverage includes: Introduction to Windows Server, managing hardware devices, creating and managing users, implementing and managing groups, managing access to files, managing disk and data storage, advanced file system management, implementing and managing printing, implementing and using group policies, administering a server, monitoring server performance, managing and implementing backups and disaster recovery, administering web resources, and security basics for Windows Server.

### **CMP 256** **Web Server Administration**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

This course is an introductory programming course for vocational computer majors and students transferring to universities in a business program. Course concentration includes the role of a web server, installation, and configuration of IIS, security, FTP services, authentication, encryption, logging, and troubleshooting. Students who have no previous programming experience are encouraged to take CMP 120, Introduction to Programming, prior to taking Web Server Administration. Computer literacy is assumed.

### **CMP 272** **Website Development I**

*3 credits*  
*Offered upon request*

This course prepares the student to develop basic websites for use in all areas of society. The student will develop an understanding of networking requirements for the Internet in regards to web development. Students will learn web site design, planning, and organizational skills. The student will learn and use a wide variety of website development tools at introductory levels. Applications and skills taught will include beginning Dreamweaver, HTML, XHTML, all current standards in industry. Before enrolling in this course, it is suggested the student have a thorough knowledge of Internet terminology and be comfortable using common Internet features including uploading and downloading files. To be successful, intermediate skills in file management, i.e., saving, copying, moving, and creating files and folders, are needed. A beginning course in the Internet or Operating Systems would be helpful.

### **CMP 273** **Website Development II**

*3 credits*  
*Offered upon request*  
*Prerequisite: CMP 272*

This course prepares the student to develop advanced websites for use in all areas of society. The student will learn and use a wide variety of website development tools at advanced levels. Applications and skills taught will include, but not be limited to, Dreamweaver, HTML, XHTML, XML, Fireworks, and Flash, all current standards in industry.

### **CMP 280** **Database Design and Development**

3 credits

*Offered upon request*

This course is designed to provide individuals with a complete introduction to database concepts and the relational database model. Topics include QBE, SQL, normalization, design methodology, DBMS functions, database administration, and other database management approaches, such as client/server databases, object oriented databases, and data warehouses. At the completion of this course, students should be able to understand a user's database requirements and translates those requirements into a valid database design. Students should have already completed CMP 170 Database Management or possess equivalent knowledge.

### **CMP 281** **Advanced Database Design and Development**

3 credits

*Offered upon request*

*Offered in Gila County only*  
*Prerequisite: CMP 280*

This course is an intermediate programming course for vocational computer majors and students transferring to universities in a business program. Course concentration includes ADO.NET, DataSets, XML data sources, web-services, user-defined functions and .NET framework integration.

### **CMP 285** **Network Security**

3 credits

*Offered upon request*

This course takes an in-depth look at network security concepts and techniques. This course examines theoretical concepts that make the world of security unique. Also, this course will adopt a practical, hands-on approach when examining networking security techniques. Along with examining different network strategies, this course will explore the advancement of network implementation as well as timeless problem solving strategies.

### **CMP 291** **CIS Practicum**

5 credits

*Offered upon request*

*Prerequisite: CMP 100*

A course to provide the computer major with an opportunity to gain work experience in the field of computers. The course makes use of all computer courses in the major and will be taken during the student's last semester of

the degree or certificate course sequence.

### **CMP 297** **Workshop**

1 to 6 credits

*Offered upon request*

*Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Computers.

### **CMP 298** **Workshop**

1 to 3 credits

*Offered upon request*

*Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Computers.

### **CMP 299** **Independent Study**

1 to 3 credits

*Offered upon request*

*Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

## **COOPERATIVE EDUCATION**

*Eastern Arizona College offers a cooperative education program for students who have selected a career objective. Designed to give students the opportunity to learn through supervised work experiences, the program integrates students' educational activities with on-the-job learning opportunities.*

*The program is designed to serve students from all disciplines offered at EAC. Participants include full-time and part-time students who wish to experience supervised on-the-job training as part of their regular degree programs, and career employees who wish to improve their skills, upgrade their positions or move to new career areas through job-related experiences and goals described in a written training plan.*

*Credit is based on total hours completed in on-the-job learning during the semester as follows:*

*75 hours (5 hrs/week) - 1 credit  
150 hours (10 hrs/week) - 2 credits  
225 hours (15 hrs/week) - 3 credits  
300 hours (20 hrs/week) - 4 credits*

*Before participating, you should:*

- *Select and begin pursuing a career objective.*
- *Complete or be currently enrolled in one or more courses related to your career objective.*
- *Be employed in, or be able to be placed in, a job that is related to your career objective, and with a supervisor (employer) who is willing to participate in the Cooperative Education*

*experience. A student may enroll in Cooperative Education each semester until earning a maximum of eight credits.*

### **COE 101** **Job Seeking Strategies**

1 to 2 credits

*Offered upon request*

This course is designed to help students develop the necessary paperwork to apply for jobs. Includes application, cover letter, resume, reference, letter of recommendation, and thank you notes. Communication and interviewing skills are developed and live interviews are conducted.

### **COE 111** **Cooperative Education I (Occupational)**

1 to 4 credits

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Project plus 75 lab hours per credit.

### **COE 112** **Cooperative Education II (Occupational)**

1 to 4 credits

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Project plus 75 lab hours per credit.

### **COE 113** **Cooperative Education III (Occupational)**

1 to 4 credits

*Offered upon request*

*Activity/Personal Enrichment*

Project plus 75 lab hours per credit.

### **COE 121** **Cooperative Education I (Non-Occupational)**

1 to 4 credits

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Project plus 75 lab hours per credit.

### **COE 122** **Cooperative Education II (Non-Occupational)**

1 to 4 credits

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Project plus 75 lab hours per credit.

### **COE 298** **Workshop**

1 to 3 credits

*Offered upon request*

*Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Cooperative Education.

### **COE 299** **Independent Study**

1 to 3 credits

*Offered upon request*

*Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

## **COSMETOLOGY**

### **COS 101** **Theory of Cosmetology I**

2 credits

*Offered upon request*

Introduction to the basic manipulative skills in manicuring, professional image and conduct and personal hygiene. Includes basic sciences in bacteriology, sanitation and physiology pertaining to the head, face, hands and arms. Theory and use of electricity and light as applied to cosmetology. The course also includes Arizona laws and rules governing cosmetology.

### **COS 103** **Theory of Cosmetology II**

2 credits

*Offered upon request*

*Prerequisite: COS 101 or concurrent enrollment in COS 101*

Continuation of Cosmetology Theory at an intermediate level. Basic manipulative skills in manicuring, professional image and conduct and personal hygiene. Includes basic sciences in bacteriology, sanitation and physiology pertaining to the head, face, hands and arms. Theory and use of electricity and light as applied to cosmetology. The course also includes ethics and shop management.

### **COS 105** **Theory of Cosmetology III**

2 credits

*Offered upon request*

*Prerequisite: COS 103 or concurrent enrollment in COS 103*

Continuation of Cosmetology Theory at an advanced level. Basic manipulative skills in manicuring, shampooing, haircutting, curl construction, and hair treatments. Includes basic sciences in bacteriology, sanitation and physiology pertaining to the head, face, hands and arms. The course also includes ethics and shop management.

### **COS 111** **Permanent Waving, Shampooing, and Hairstyling I**

4 credits

*Offered upon request*

Basic instruction in permanent waving, chemical straightening,

curling, shampooing, and hairstyling. Students will be instructed in basic manipulative skills, knowledge and safety precautions when giving chemical wave or chemical relaxer. Designed to bring student up to an intermediate level.

### **COS 113**

#### **Permanent Waving, Shampooing, and Hairstyling II**

4 credits

*Offered upon request*

*Prerequisite: COS 111 or concurrent enrollment in COS 111*

Continuation of COS 111. Intermediate level of instruction in permanent waving, chemical straightening, curling, shampooing, and hairstyling. Students will be instructed in basic manipulative skills, knowledge and safety precautions when giving chemical wave or chemical relaxer. Designed to bring student up to an advanced level.

### **COS 115**

#### **Permanent Waving, Shampooing, and Hairstyling III**

3 credits

*Offered upon request*

*Prerequisite: COS 113 or concurrent enrollment in COS 113*

Continuation of COS 113. Advanced level of instruction in permanent waving, chemical straightening, curling, shampooing, and hairstyling. Students will be instructed in basic manipulative skills, knowledge and safety precautions when giving chemical wave or chemical relaxer. Designed to bring student up to a professional level.

### **COS 117**

#### **Permanent Waving, Shampooing, and Hairstyling IV**

2 credits

*Offered upon request*

*Prerequisite: COS 115 or concurrent enrollment in COS 115*

Continuation of COS 115. Professional level of instruction in permanent waving, chemical straightening, curling, shampooing, and hairstyling. Students will be instructed in basic manipulative skills, knowledge and safety precautions when giving chemical wave or chemical relaxer.

### **COS 121**

#### **Manicuring, Hand and Arm Massage I**

1 credit

*Offered upon request*

Includes care and beautification of the hands, arms, and nails; practice

in giving plain/oil manicures and hand/arm massages. A study is made of proper use of instruments, equipment, personal hygiene, sanitation, common nail conditions, diseases, and State Board rules and regulations affecting the cosmetologist performing manicuring/hand and arm massages.

### **COS 123**

#### **Manicuring, Hand and Arm Massage II**

1 credit

*Offered upon request*

*Prerequisite: COS 121 or concurrent enrollment in COS 121*

Continuation of COS 121. Includes care and beautification of the hands, arms, and nails; practice in giving plain/oil manicures and hand/arm massages. A study is made of proper use of instruments, equipment, personal hygiene, sanitation, common nail conditions, diseases, and State Board rules and regulations affecting the cosmetologist performing manicuring/hand and arm massages.

### **COS 125**

#### **Manicuring I**

4 credits

*Offered upon request*

First of four courses for students seeking a manicuring license. Includes care and beautification of the hands, nails, and arms. Emphasis is on theory, proper use of instruments, equipment, personal hygiene, common nail conditions and diseases, basic nail techniques, and State Board rules and regulations affecting manicurists.

### **COS 127**

#### **Manicuring II**

4 credits

*Offered upon request*

*Prerequisite: COS 125 or concurrent enrollment in COS 125*

Second course for students seeking a manicuring license. Emphasis is on additional skill building in areas covered in Manicuring I; bacteriology, sanitation, and disinfection; safety in the salon; and professional image.

### **COS 131**

#### **Haircutting, Scalp Treatment, Tinting, and Facial I**

5 credits

*Offered upon request*

Instruction in all basic haircutting techniques. Introductory corrective scalp treatment, massage, hair reconditioning, current methods of hair coloring, bleaching, special

effects, and color corrections. Modern techniques for facials (electrical and manipulative), makeup, hair removal, and lash and brow tinting.

### **COS 133**

#### **Haircutting, Scalp Treatment, Tinting, and Facial II**

4 credits

*Offered upon request*

*Prerequisite: COS 131 or concurrent enrollment in COS 131*

Additional instruction in haircutting techniques. Professional corrective scalp treatment, massage, hair reconditioning, current methods of hair coloring, bleaching, special effects, and color corrections. Modern techniques for facials (electrical and manipulative), makeup, hair removal, and lash and brow tinting.

### **COS 135**

#### **Haircutting, Scalp Treatment, Tinting, and Facial III**

4 credits

*Offered upon request*

*Prerequisite: COS 133 or concurrent enrollment in COS 133*

Advanced instruction in haircutting techniques. Professional corrective scalp treatment, massage, hair reconditioning, current methods of hair coloring, bleaching, special effects, and color corrections. Modern techniques for facials (electrical and manipulative), makeup, hair removal, and lash and brow tinting.

### **COS 137**

#### **Haircutting, Scalp Treatment, Tinting, and Facial IV**

2 credits

*Offered upon request*

*Prerequisite: COS 135 or concurrent enrollment in COS 135*

Professional instruction in haircutting techniques. Professional corrective scalp treatment, massage, hair reconditioning, current methods of hair coloring, bleaching, special effects, and color corrections. Modern techniques for facials (electrical and manipulative), makeup, hair removal, and lash and brow tinting.

### **COS 150**

#### **Manicuring III**

4 credits

*Offered upon request*

*Prerequisite: COS 127 or concurrent enrollment in COS 127*

Third course for students seeking a manicuring license. Emphasis is on advanced skill building in areas covered in Manicuring I and II; product chemistry; anatomy

and physiology; the nail and its disorders, the skin and its disorders, and client consultation.

### **COS 152**

#### **Manicuring IV**

4 credits

*Offered upon request*

*Prerequisite: COS 150 or concurrent enrollment in COS 150*

Final manicuring course for students seeking a manicuring license. Emphasis is on polishing all manicuring skills in preparation for a mock state board exam. Additional instruction in salon management and nail product/services sales.

### **COS 201**

#### **Science for Cosmetology Instructors**

1 credit

*Offered upon request*

This course covers instructional techniques for teaching, demonstrations of the safe use of chemicals, safety precautions in the use of electricity and electrical equipment, and cosmetic chemistry. Theory and practical procedures are explained and demonstrated for each topic. Students must have a current cosmetology license and instructor permission.

### **COS 203**

#### **Management for Cosmetology Instructors**

3 credits

*Offered upon request*

This course covers instructional techniques for teaching and mastering an introduction to personal improvement, Arizona laws and rules governing cosmetology business ethics, telephone techniques, receptionist techniques, and shop management. Student must have a current cosmetology license and instructor permission.

### **COS 205**

#### **Instructing in Cosmetology I**

3 credits

*Offered upon request*

This course covers correct instructional procedures pertaining to manicuring, shampooing, finger waving, haircutting, and curl construction; enabling student instructors to stress all safety precautions and to demonstrate their manipulative skills to students clearly and confidently. Student must have a current cosmetology license and instructor permission.

**COS 206****Instructing in Cosmetology II***3 credits**Offered upon request**Prerequisite: COS 205 or concurrent enrollment in COS 205*

This course covers basic instructional methods and techniques for the effective observation and assistance to experienced instructors, in the performance of their duties, to perform skill demonstrations in chemical applications. Student must have a current cosmetology license and instructor permission.

**COS 207****Instructing in Cosmetology III***3 credits**Offered upon request**Prerequisite: COS 206 or concurrent enrollment in COS 206*

This course covers basic instructional methods and techniques for the effective instructing of students in the skills of haircutting with razor and scissors; observing and performing guidelines; roller placement; and the clear and enthusiastic demonstration of all skills needed. Student must have a current cosmetology license and instructor permission.

**COS 208****Instructing in Cosmetology IV***3 credits**Offered upon request**Prerequisite: COS 207 or concurrent enrollment in COS 207*

This course covers designing lesson plans, demonstration schedules, theory schedules, quizzes and examinations, and observing and absorbing human relations in dealing with students and patrons. Student must have a current cosmetology license and instructor permission.

**COS 240****Cosmetology Refresher I***1 to 6 credits**Offered upon request*

Professional level of instruction in permanent waving, chemical straightening, curling, shampooing, and hairstyling. Advanced instruction in haircutting techniques, hair color, bleaching, special effects, and color correction. Students will be instructed in these advanced techniques to ensure salon readiness.

**COS 241****Cosmetology Refresher II***2 to 6 credits**Offered upon request**Prerequisite: COS 240 or concurrent enrollment in COS 240*

Professional level of instruction in advanced cosmetology techniques. Instructors will work individually with each student to help them achieve the cosmetology hours needed to better hone their practical skill in the industry. Students will be instructed in these advanced techniques to attain jobs in other states and to be thoroughly skilled in all aspects of the cosmetology curriculum.

**COUNSELING****CSL 011****College Success Skills***1/2 credit**Developmental course - does not count for graduation credit**Offered upon request**Activity/Personal Enrichment*

Provides the students with the ability to develop study strategies and to plan their academic program.

**CSL 020****College Survival Skills***2 credits**Developmental course - does not count for graduation credit**Offered upon request**Activity/Personal Enrichment*

This 10-week course, usually taught at the beginning of each semester and designed for participants in ASPIRE, will increase the student's basic academic skills. It covers goal setting, time management, reading text books, and test taking strategies.

**CSL 103****Leadership Techniques***1 credit**Offered every fall and spring semester**Activity/Personal Enrichment*

Acquaints students with the techniques and mechanics of group leadership; emphasizes understanding and utilizing parliamentary procedures.

**CSL 104****Personal Assessment***2 credits**Offered every fall and spring semester**Activity/Personal Enrichment*

Small group counseling with emphasis on developing an awareness of personal identity, values, and goals. Includes developing ability to understand

others, give emotional support, and communicate in the group.

**CSL 105****Personal Development***2 credits**Offered every fall and spring semester**Activity/Personal Enrichment*

Continuation of CSL 104 with further practice in defining values, improving communication skills, and understanding social problems.

**CSL 109****Orientation to Student Success***1 credit**Offered every fall and spring semester**Activity/Personal Enrichment*

Provides the students with the ability to develop study strategies and to plan their academic programs and career decisions.

**CSL 111****Leadership for Community Development***2 credits**Offered upon request**Offered in Gila County only*

A first course in leadership for community development designed to provide students with communication, organizational management, and leadership skills. Also includes techniques to analyze the neighborhood environment and enhancements to improve the quality of life; and provides students the opportunity to analyze aspects of leadership.

**CSL 297****Workshop***1 to 6 credits**Offered upon request**Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Counseling.

**CSL 298****Workshop***1 to 3 credits**Offered upon request**Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Counseling.

**CSL 299****Independent Study***1 to 3 credits**Offered upon request**Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

**DANCE****DAN 103****Beginning Ballroom Dance I***1 credit**GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment*

Traditional and popular ballroom dance, also social skills.

**DAN 104****Beginning Ballroom Dance II***1 credit**GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment*

Continuation of DAN 103.

**DAN 110****Beginning Folk Dance I***1 credit**GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment*

Fundamental dance skills in folk dance.

**DAN 111****Beginning Folk Dance II***1 credit**GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment*

Continuation of DAN 110.

**DAN 112****Beginning Square Dance I***1 credit**GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment*

Dance skills in Western styles of square, stomp, and round dances.

**DAN 113****Beginning Square Dance II***1 credit**GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment*

Continuation of DAN 112.

**DAN 114****Beginning Western Dance I***1 credit**GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment*

Dance skill in Western styles.

**DAN 115****Beginning Western Dance II***1 credit**GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment*

Continuation of DAN 114.

**DAN 120****Beginning Modern Dance I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

An introduction to Modern Dance as a form of dance art.

**DAN 121****Beginning Modern Dance II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Continuation of DAN 120.

**DAN 122****Beginning Jazz Dance I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Dance skills in jazz.

**DAN 123****Beginning Jazz Dance II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Continuation of DAN 122.

**DAN 130****Beginning Tap Dance I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Dance skills in various tap dances.

**DAN 131****Beginning Tap Dance II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Continuation of DAN 130.

**DAN 132****Beginning Ballet I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

The study of ballet technique through the traditional exercises, with proper awareness of style and phrasing.

**DAN 133****Beginning Ballet II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: DAN 132 or instructor approval

Continuation of DAN 132.

**DAN 134****Beginning Clogging I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

This course introduces the student to the fundamental dance skills of clogging. Clogging is a traditional style of percussive folk dance which involves rhythmic foot tapping that can be danced to any style of music.

**DAN 135****Beginning Clogging II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: DAN 134

A continuation of DAN 134. This course introduces the student to the fundamental dance skills of clogging. Clogging is a traditional style of percussive folk dance which involves rhythmic foot tapping that can be danced to any style of music.

**DAN 150****Beginning Theatre Dance I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Study and performance of a variety of dance styles for media dance entertainment to include modern, ballet, jazz, tap, and ballroom.

**DAN 151****Beginning Theatre Dance II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: DAN 150 or instructor approval

Continuation of DAN 150.

**DAN 203****Intermediate Ballroom Dance I**

1 credit

Offered upon request

Activity/Personal Enrichment

Traditional and popular ballroom dance, also social skills.

**DAN 204****Intermediate Ballroom Dance II**

1 credit

Offered upon request

Activity/Personal Enrichment

Continuation of DAN 203.

**DAN 210****Intermediate Folk Dance I**

1 credit

Offered upon request

Activity/Personal Enrichment

Fundamental dance skills in folk dance.

**DAN 211****Intermediate Folk Dance II**

1 credit

Offered upon request

Activity/Personal Enrichment

Continuation of DAN 210.

**DAN 212****Intermediate Square Dance I**

1 credit

Offered upon request

Activity/Personal Enrichment

Dance skills in Western styles of square, stomp, and round dances.

**DAN 213****Intermediate Square Dance II**

1 credit

Offered upon request

Activity/Personal Enrichment

Continuation of DAN 212.

**DAN 214****Intermediate Western Dance I**

1 credit

Offered upon request

Activity/Personal Enrichment

Dance skill in Western styles.

**DAN 215****Intermediate Western Dance II**

1 credit

Offered upon request

Activity/Personal Enrichment

Continuation of DAN 214.

**DAN 222****Intermediate Jazz Dance I**

1 credit

Offered upon request

Activity/Personal Enrichment

Dance skills in jazz.

**DAN 223****Intermediate Jazz Dance II**

1 credit

Offered upon request

Activity/Personal Enrichment

Continuation of DAN 222.

**DAN 230****Intermediate Tap Dance I**

1 credit

Offered upon request

Activity/Personal Enrichment

Dance skills in various tap dances.

**DAN 231****Intermediate Tap Dance II**

1 credit

Offered upon request

Activity/Personal Enrichment

Continuation of DAN 230.

**DAN 232****Intermediate Ballet I**

1 credit

Offered upon request

Activity/Personal Enrichment

Prerequisite: DAN 133 or instructor approval

The study of ballet technique through the traditional exercises, with proper awareness of style and phrasing and introduce pointe work.

**DAN 233****Intermediate Ballet II**

1 credit

Offered upon request

Activity/Personal Enrichment

Prerequisite: DAN 232 or instructor approval

Continuation of DAN 232.

**DAN 234****Intermediate Clogging I**

1 credit

Offered upon request

Activity/Personal Enrichment

Prerequisite: DAN 135

A continuation of DAN 135. This course expands the learner's knowledge of the fundamental dance skills of clogging. Clogging is a traditional style of percussive folk dance which involves rhythmic foot tapping that can be danced to any style of music.

**DAN 235****Intermediate Clogging II**

1 credit

Offered upon request

Activity/Personal Enrichment

Prerequisite: DAN 234

A continuation of DAN 234. This course expands the learner's knowledge of the fundamental dance skills of clogging. Clogging is a traditional style of percussive folk dance which involves rhythmic foot tapping that can be danced to any style of music.

**DAN 240****Dance Repertory**

1 credit

Offered upon request

Activity/Personal Enrichment

The study of performance skills from pre-classic to contemporary dance forms, including folk repertory.

**DAN 250****Intermediate Theatre Dance I***1 credit**Offered upon request  
Activity/Personal Enrichment  
Prerequisite: DAN 151*

Study and performance of a variety of dance styles for media dance entertainment to include modern, ballet, jazz, tap, and ballroom.

**DAN 251****Intermediate Theatre Dance II***1 credit**Offered upon request  
Activity/Personal Enrichment  
Prerequisite: DAN 250*

Continuation of DAN 250.

**DAN 281****Dance Composition***2 credits**Offered upon request  
Activity/Personal Enrichment*

A study of the choreographic process which makes use of content, form, and technique while examining the elements of time, space, and energy. Analyzes choreographed works in all areas of dance and recreates some dances for learning purposes.

**DAN 298****Workshop***1 to 3 credits**Offered upon request  
Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Dance.

**DAN 299****Independent Study***1 to 3 credits**Offered upon request  
Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

**DIESEL****DSL 110****Diesel Service Techniques***2 credits**Offered every fall semester*

Course provides an overview of basic diesel equipment systems. This course provides safety and basic operational knowledge of diesel equipment systems. Course introduces students to service and maintenance inspection of engine, fuel, suspension, brakes, electrical, and drive train systems. Course includes information related to a diesel shop organization structure, product line information, and use of Caterpillar's service and repair information system.

**DSL 120****Diesel Engines***4 credits**Offered every fall semester*

Course provides theory, diagnosis, and service common to all diesel engines. Course includes engine rebuilding and performance testing. This course prepares students for the ASE Certification test on medium/heavy truck diesel engines.

**DSL 130****Diesel Electrical Systems Design and Diagnosis***3 credits**Offered every fall semester*

Course provides a study of diesel starting, charging, and accessory electrical systems and components. Course places emphasis on electrical system diagnosis and electrical repair. Course allows students to use various industry standard diagnostic electrical equipment and testing techniques. Prepares the student to take the ASE certification test on electrical/electronic systems.

**DSL 140****Diesel Fuel Systems***3 credits**Offered every fall semester*

Course provides theory, diagnosis and service of hydro-mechanical and electronic diesel fuel systems. Course includes an opportunity to analyze fuel system components, and system operational characteristics. This course shall place emphasis on testing and service procedures of Caterpillar's mechanical and computer controlled fuel systems. This class prepares students for the ASE Certification test related to heavy duty diesel fuel systems.

**DSL 150****Machine Hydraulics***2 credits**Offered every spring semester**Prerequisite: TEC 112 or instructor approval*

Course provides instruction in operational theory and testing techniques related to hydraulic components and circuits on mobile diesel equipment. Course provides students an opportunity to apply fluid power principles and investigate functional characteristic of hydraulic pumps, flow valves, pressure valves, directional valves, motors, cylinders and accumulators. In this course, emphasis is placed on the student's ability to test, service, and repair diesel equipment hydraulic systems and system components.

**DSL 160****Heavy Equipment Drive Train***3 credits**Offered every spring semester*

Course provides theory, diagnosis, and service of clutches, driveline, synchro transmissions and final drives, torque converters, and automatic (Powershift) transmission. Course includes proper repair and service of assemblies for standard and automatic (Powershift) transmissions.

**DSL 170****Heavy Equipment Suspension, Steering and Brake Systems***3 credits**Offered every fall semester*

This course provides the theory, diagnosis and the repair of heavy equipment suspension, steering and brake systems. This in-depth study includes tires and wheels, steering components, suspension types, and hydraulic and air brake systems. Course covers diagnostic and service techniques of suspension, steering and braking systems.

**DSL 220****Advanced Diesel Engines***4 credits**Offered every spring semester**Prerequisite: DSL 120*

This course provides in-depth operational information related to heavy duty diesel engine fuel, compression, air induction, and exhaust systems. It is the intent of this course to teach diagnosis and repair of mechanical engine concerns. Course requires students to isolate and repair mechanical engine, fuel, and air induction system concerns by requiring students to follow a strategic process. Students in this course will have an opportunity to use industry standard tooling, repair information systems, and engine repair processes. This course helps prepare students for ASE certification test on heavy truck diesel engines.

**DSL 230****Diesel Engine Performance***3 credits**Offered every spring semester**Prerequisite: DSL 120*

This Diesel Engine Performance course provides in-depth operational information related to diesel engine fuel, compression, air induction, and exhaust systems. The focus of this course is on diagnosing engine performance concerns by requiring students to follow a strategic process to

isolate causes of poor engine performance. Students in this course will have an opportunity to use industry standard hand tooling, repair information systems, and diagnostic equipment. This course helps prepare students for ASE certification test on heavy truck diesel engines.

**DSL 240****Diesel Computerized System Controls***2 credits**Offered every spring semester  
Prerequisite: DSL 130 or instructor approval*

This course provides a study of diesel equipment power train electronic control systems and addresses electronic principles. Course includes an in-depth study of electronic engine/power train control operation, component operation, trouble shooting techniques, and proper repair of these systems. This course requires that each student have basic skills and knowledge in electrical/electronic fundamentals and prepares the student to take the ASE tests which have electrical/electronic or computer control system questions.

**DSL 297****Workshop***1 to 6 credits**Offered upon request  
Activity/Personal Enrichment*

Designed to meet a variety of needs for students in the Diesel Technology program.

**DSL 298****Workshop***1 to 3 credits**Offered upon request  
Activity/Personal Enrichment*

Designed to meet a variety of needs for students in the Diesel Technology program.

**DSL 299****Independent Study***1 to 3 credits**Offered upon request  
Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

**DRAFTING TECHNOLOGY****DRF 104****Blueprint Reading***2 credits**Offered upon request*

Interpreting technical drawings and accompanying specifications. Emphasizes technical terms and symbols, industrial standards

and tolerances. Reading of working drawings and sketches, basic drafting fundamentals and techniques are covered. Designated for non-drafting technicians.

**DRF 108**  
**Technical Drafting**

2 credits  
Offered every fall and spring semester

Course is designed for students with little or no drafting background. Course content includes careers in drafting/engineering, use of drafting equipment, drafting techniques, lettering, geometric construction, multi-view and isometric drawings, sectional and auxiliary views, and basic dimensioning.

**DRF 150**  
**Dimensioning and Tolerancing**

1 credit  
Offered every spring semester

An intensive course covering basic and advanced dimensioning techniques. Emphasis is placed on the ANSI Y14.5M standard for geometric dimensioning and tolerancing.

**DRF 154**  
**Introduction to AutoCAD**

2 to 3 credits  
Offered every fall and spring semester

Students will gain hands-on experience using AutoCAD computer drafting software. Emphasis is placed on the integration of 3D solid modeling and 2D drafting output.

**DRF 160**  
**Descriptive Geometry**

3 credits  
Offered every fall semester  
Prerequisite: DRF 154 or concurrent enrollment in DRF 154

The study of lines, planes, successive auxiliary views, intersection of planes, angles between planes, developments, parallelism, perpendicularity, and the relationships between various geometric elements.

**DRF 170**  
**Residential Architecture**

3 credits  
Offered every spring semester  
Prerequisite: DRF 154 or concurrent enrollment in DRF 154

Students will be instructed in residential architecture drafting techniques required to design and draft floor plans, exterior and interior details, and structural representations. The course will use architectural CAD software

to develop a full set of residential house plans.

**DRF 207**  
**CADD Workshop**

1 credit  
Offered upon request

For high school and community college teachers, or other interested individuals, wishing to advance their knowledge and skills in the area of Computer Assisted Design and Drafting (CADD). This short-term course is geared to meet the various levels of CADD expertise from beginning to advanced. Attendees will be divided into skill level groups and areas of interest. Basic technique and commands will be covered for the beginning skill levels and advanced techniques will be covered for attendees with experience in the CADD field.

**DRF 214**  
**3D Animation**

3 credits  
Offered every fall semester  
Activity/Personal Enrichment  
Prerequisite: DRF 154

Students become familiar with the different methods of developing 3D graphics and animation using Alias Wavefront Maya software.

**DRF 220**  
**Machine Drafting**

3 credits  
Offered upon request  
Prerequisite: DRF 154 or concurrent enrollment in DRF 154

This course uses the latest in parametric drafting technology (AutoCAD Mechanical Desktop, Autodesk Inventor) in the study of mechanical drafting, threads and fasteners, detail and assembly drawings, section views, and basic dimensioning and tolerancing techniques.

**DRF 230**  
**Civil Drafting**

3 credits  
Offered every fall semester  
Prerequisite: DRF 154

Studies basic elements of map drafting, including symbols, plotting contour lines, grid maps, elevation and profiles, closed and open traverse, and basic use of GPS systems.

**DRF 232**  
**Structural Drafting**

2 credits  
Offered every spring semester  
Prerequisite: DRF 154

A study of the basic elements of structural drafting including symbols, dimensioning, design, and detail drawing of steel and concrete structures.

**DRF 235**  
**Arc Geographic Information Systems I**

2 credits  
Offered upon request  
Prerequisite: DRF 230 with a grade of "C" or higher or instructor approval

This course provides an introduction to Arc geographic information systems (GIS) concepts and GIS databases. Students will learn processes related to manipulating spatial and tabular data, querying a database, presenting data clearly, and effectively using maps, reports, and charts.

**DRF 236**  
**Arc Geographic Information Systems II**

3 credits  
Offered upon request  
Prerequisite: DRF 235 with a grade of "C" or higher

This course utilizes advanced Arc Geographic Information Systems (GIS) concepts and GIS databases. Students will design and create a GIS project using geodatabase and validation rules while learning to edit topology and perform spatial analysis.

**DRF 240**  
**Electronics Drafting**

3 credits  
Offered upon request

This course covers the basic elements of electronic drafting. Students create block diagrams, electronic schematics, printed circuit board drawing packages, and electro-mechanical drawings of racks, panels, and chassis. Use of current industrial standards is emphasized.

**DRF 262**  
**Commercial Architecture**

2 to 3 credits  
Offered upon request  
Prerequisite: DRF 170 or instructor approval

Course will focus on the use of CAD in the area of commercial architectural facilities layout and design. Projects involve the creation of commercial floor plans, external elevations, and site plans. Emphasis is placed upon meeting the customer needs, local building codes, and industry standards.

**DRF 263**  
**CAD for Industry**

2 to 3 credits  
Offered upon request  
Students will explore different Computer Aided Drafting systems or applications. Students will select one - two software applications from among AutoCAD LT,

AutoDesk products, architectural or mechanical applications, etc., and produce working drawings, models, or other appropriate output to demonstrate the use of each product.

**DRF 271**  
**Advanced AutoCAD**

2 to 3 credits  
Offered every spring semester  
Prerequisite: DRF 154

Course examines how to use advanced AutoCAD software capabilities. Students will focus on system customization including menu development and macro programming using AutoLisp. Advanced drawing techniques and drafting applications will also be included.

**DRF 284**  
**Advanced Animation**

3 credits  
Offered upon request  
Prerequisite: DRF 214 or MDC 210

Students study advanced methods of developing and presenting animation. They become familiar with 2D still frame editing, 3D object creation using available animation software, composing video segments, and the use of audio tracks in animation. Students develop storyboards for all projects. Students learn about and use special effects, cuts, sound, and final editing and output techniques. Students output completed projects via CD-ROM, Internet, and/or videotape.

**DRF 290**  
**Drafting Capstone Project**

2 credits  
Offered every spring semester  
Prerequisite: DRF 170 and DRF 230 with a grade of "C" or higher and prior or concurrent enrollment in DRF 220, or instructor approval

This is an end-of-program capstone project course to allow students the opportunity to create a complete drafting and design project from start to finish in one of the principal drafting related areas emphasized throughout the degree program: architectural, civil, or mechanical. Successful completion of this course will validate competencies from previous coursework.

**DRF 297**  
**Workshop**

1 to 6 credits  
Offered upon request  
Activity/Personal Enrichment

Designed to meet a variety of needs for students in Drafting Technology.

**DRF 298****Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Drafting Technology.

**DRF 299****Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

**EARLY CHILDHOOD EDUCATION****ECE 100****Introduction to Early Childhood Education**

3 credits

Offered every fall semester

Introduction to the field of Early Childhood Education including history, philosophy, and the application of child development techniques. Includes techniques for observing and recording behaviors, communication skills, guidance techniques, developmentally appropriate practices and the role of the teacher in early childhood settings. Students must also complete thirty hours of observation of children birth to age eight.

**ECE 102****Early Childhood Curriculum**

3 credits

Offered every fall semester

This course provides the student with an introduction to methods and materials to assist young children three to five years of age in the learning process. Emphasis will be placed on arrangement of indoor/outdoor space, music and movement, dramatic play and creative media. Locating, planning, implementing and evaluating creative learning activities using a variety of methods and materials.

**ECE 105****Health, Safety, and Nutrition**

3 credits

Offered every fall semester

Nutrition education, menu planning, childhood diseases and illness, and sanitation and safety in group settings will be introduced. Protecting the health and safety of young children and promoting the development of lifelong health habits. Communication with health professionals and parents on health, safety, and nutrition issues will be included for children birth through age eight.

**ECE 110****Infants and Toddlers Development**

3 credits

Offered every spring semester

This course will provide the students with an introduction to the principles of development in children from birth through 36 months. Emphasis will be placed on individuality of child and the adult role in providing a safe and stimulating environment for the development of the very young child.

**ECE 120****Guiding Children's Social Development**

3 credits

Offered every spring semester

Students will gain knowledge in a study of positive guidance and discipline techniques that can be used to encourage children to develop self-discipline and responsibility for their own actions. Students will also learn the importance of assessing, understanding, and enhancing the development of communication skills of young children to help guide and develop a child's self image. Students will learn how to translate information presented into related skills and procedures that support children's social development.

**ECE 150****Practicum: Direct Field Experience Birth to Preschool**

2 credits

Offered every fall and spring semester

Prerequisite: ECE 100, ECE 102, ECE 105, ECE 110, ECE 120

Supervised experience in the education, guidance and care of young children birth through age eight. Course begins with four weeks of classroom instruction on developmentally appropriate curriculum, guidance techniques, and age appropriate activities. Students will complete first aid certification, and must show proof of fingerprint clearance before student is placed at a center for lab.

**ECE 171****Child Growth and Development**

3 credits

Offered every spring semester

Gives the student a broad, comprehensive view of the child at each stage of development from conception through middle childhood. Considers the biological, cognitive, personality, and social aspects of development. Identical to PSY 171.

**ECE 210****Home, School, and Community Relations**

3 credits

Offered every spring semester

This course will stress the importance of family. The course objectives will include the specific attitudes, philosophies, and practical techniques that teachers in any setting can find useful in building relationships with families.

**ECE 220****Introduction to Early Childhood Special Education**

3 credits

Offered every fall semester

An introductory level course with an emphasis on current educational practices and related educational theories including identification, causes, and characteristics of exceptional learners birth through age eight. An overview of the history of special education, assessment, intervention and curriculum will be introduced. Observation and participation hours in a special education setting required.

**ECE 240****Child Development Portfolio and Assessment Preparation**

3 credits

Offered every fall and spring semester

Prerequisite: Instructor approval

Includes an in-depth review of the functional areas providing the basis for the Child Development Associate competency and gives step-by-step approach of activities necessary to complete the CDA Assessment process.

**ECE 281****Children's Literature**

3 credits

Offered every fall semester

Introduction to children's literature with a focus on how to effectively choose and use children's literature in educational contexts. Considers selection guidelines, storytelling, interpretation, and evaluation. Identical to EDU 281 and ENG 281.

**ECE 295****CDA Renewal**

1 credit

Offered every fall and spring semester

This course is provided specifically for those who need to renew their CDA credential. This course will review all aspects of early care and will also require each student to be in a work setting involving children.

**EDUCATION****EDU 100****Substitute Teacher Role Preparation**

3 credits

Offered upon request

The class is designed to prepare learners to enter a school setting and fill the role of the regular instructor in the classroom, on the playground and as a staff member. Learners will engage in a variety of activities that will enhance their awareness of challenges encountered by today's youth, enable them to recognize and develop appropriate learning activities, implement effective instructional and classroom management techniques, identify personal teaching-learning styles and student learning styles, address medical issues and adhere to district policies and procedures.

**EDU 100A****Substitute Teacher Role Preparation I**

1 credit

Offered upon request

One of four classes designed to prepare learners to enter a school setting as a substitute teacher and fill the role of the regular instructor in the classroom, on the playground and as a staff member. Learners will engage in a variety of activities that will enhance their awareness of challenges encountered by today's youth, enable them to recognize and develop appropriate learning activities and investigate the legal requirements for a substitute teaching certificate.

**EDU 100B****Substitute Teacher Role Preparation II**

1 credit

Offered upon request

One of four classes designed to prepare learners to enter a school setting as a substitute teacher and fill the role of the regular instructor in the classroom, on the playground and as a staff member. Learners will engage in a variety of activities that will enhance their awareness of challenges encountered by today's youth, enable them to recognize and develop appropriate learning activities and identify personal teaching-learning styles and student learning styles.

**EDU 100C****Substitute Teacher Role Preparation III**

1 credit

Offered upon request

One of four classes designed to prepare learners to enter a school setting as a substitute teacher

and fill the role of the regular instructor in the classroom, on the playground and as a staff member. Learners will engage in a variety of activities that will enhance their awareness of challenges encountered by today's youth, enable them to recognize and develop appropriate learning activities and implement effective instructional and classroom management techniques.

**EDU 100D**  
**Substitute Teacher Role Preparation IV**

*1 credit*  
*Offered upon request*

One of four classes designed to prepare learners to enter a school setting as a substitute teacher. This class is an overview.

**EDU 200**  
**Introduction to Education**

*3 credits*  
*Offered every fall and spring semester*

An introduction to the educational system covering traditions, philosophies, responsibilities, and obligations of those in the teaching profession.

**EDU 222**  
**Introduction to Special Education**

*3 credits*  
*Offered every spring semester*

An introductory level course with an emphasis on the history of special education in society and the United States, legal influences on the provision of special education services to disabled students, and characteristics and instructional approaches to educating disabled children.

**EDU 230**  
**Cultural Diversity in Education**

*3 credits*  
*Offered every fall semester*

Examination of the relationship of cultural values to the formation of the child's self-concept and learning styles. Examination of the role of prejudice, stereotyping and cultural incompatibilities in education. Emphasis on preparing future teachers to offer an equal educational opportunity to children of all cultural groups.

**EDU 233**  
**ESL/SEI Methods I**

*3 credits*  
*Offered upon request*

This course provides the student with methods of planning, developing, and analyzing lesson plans in all content areas using English Language Learners

(ELL) Standards. Emphasis is on components of curriculum content, teaching strategies, development/evaluation/adaptation of teaching materials, and the role of culture in learning. Student will examine the alignment of ELL Proficiency Standards to the state and national academic standards. This course also covers multiple assessment techniques, tracking of student progress using the AZELLA assessment, and use of assessment results for placement and accommodation.

**EDU 234**  
**ESL/SEI Methods II**

*3 credits*  
*Offered upon request*

The training provides the participant with methods of planning, developing, and analyzing lesson plans in all content areas using ELL Standards in order to teach children who are learning English as a second language. The emphasis is on ELL Proficiency Standards, assessment objectives, recent changes in SEI requirements, teaching strategies, development/evaluation/adaptation of teaching materials and the role of culture in learning. The course examines the alignment of ELL Proficiency Standards to the Arizona Language Arts Academic Standards. The course covers alternative methods of assessment, and analysis of the use of AZELLA assessment. This training prepares participants for ethnically diverse classrooms. This training covers 45 hours toward the ADE requirement for teaching certification renewal.

**EDU 281**  
**Children's Literature**

*3 credits*  
*Offered every fall semester*

Introduction to children's literature with a focus on how to effectively choose and use children's literature in educational contexts. Considers selection guidelines, storytelling, interpretation, and evaluation. Identical to ECE 281 and ENG 281.

**EDU 297**  
**Workshop**

*1 to 6 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

A course designed to meet a variety of needs for students in Education.

**EDU 298**  
**Workshop**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

A course intended to meet a variety of needs for Education students.

**EDU 299**  
**Independent Study**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

**ELECTRONIC TECHNOLOGY**

**ELT 101**  
**Fundamentals of Electricity and Electronics**

*3 credits*  
*Offered upon request*

This course is an introductory course into the basic principles of electricity and electronics theory with emphasis of electrical applications. The course will also introduce the student to the study of various blueprints, schematics, wiring diagrams and symbols as they are used in practical industrial applications.

**ELT 110**  
**Electricity and Electronics**

*3 credits*  
*Offered every fall semester*

This course is an introductory course into the basic principles of electricity and electronics theory with a heavy emphasis of industrial applications. Students will be introduced to the study of various blueprints, schematics, wiring diagrams and symbols as they are used in practical industrial applications.

**ELT 111**  
**DC Electrical Systems**

*3 credits*  
*Offered every fall semester*

This course is an introductory course of direct current theory and systems with a heavy emphasis on industrial applications and setting. Students will be introduced to batteries, DC circuits, electrical test and measuring equipment, various conductors, semiconductors, insulators, as well as developing troubleshooting skills.

**ELT 112**  
**AC Electrical Systems**

*3 credits*  
*Offered every fall semester*

This course is an introductory course of alternating current (AC) theory and systems with a heavy emphasis on industrial application and settings. Students will be introduced to transformers, electrical measuring test equipment, single and polyphase motors, motor controls AC generation, as well as troubleshooting skills.

**ELT 115**  
**Conduits and Raceways**

*2 credits*  
*Offered every fall semester*

This course is an introductory course of conduit and raceway installation and bending with heavy emphasis on industrial applications and settings. Students will be introduced to various conduit types, sizes, tools and equipment used to cut, bend, thread and install electrical conduit. It provides hands-on application to wire pulling and termination methods.

**ELT 161**  
**Process Measurement Instrumentation I**

*3 credits*  
*Offered every spring semester*

This course is an introductory course in industrial process measurement and instrumentation. This course will introduce the student to the various industrial processes of pressure, temperature, level, flow, weight, force position, and analytical measurements.

**ELT 162**  
**Process Measurement Instrumentation II**

*3 credits*  
*Offered every spring semester*

*Prerequisite: ELT 161*  
This course continues the study of industrial process measurement and instrumentation. This course will provide additional instruction in various industrial measurement processes, including pressure, temperature, level, flow, weight, force, position, and analytical measurements.

**ELT 171**  
**Process Control Instrumentation and Programmable Logic Controllers**

*3 credits*  
*Offered every spring semester*

*Prerequisite: ELT 161*  
This course is an introductory course into the basic principles of Process Control Instrumentation and Programmable Logic Controllers. This course delves into the various industrial processes and how to control them through the use of electrical, electronic and pneumatic automatic controllers. The course also involves the student into the different modes of control such as ON/Off and proportional, integral and derivative modes as well as interfacing process measurement signals to controller inputs and connecting controller outputs to a final control element. The programmable logic controllers involve the student

with various I/O such as discrete or analog inputs and outputs as well as implementing ladder logic programming to achieve functional process control.

### **ELT 181** **Electronic Components**

*3 credits*  
*Offered every fall semester*  
*Prerequisite: ELT 112*

This course covers semiconductor components that are used in modern electronic devices. Course will cover semiconductor operational theory, manufacturing processes, and design of various semiconductors. Course also covers analog as well as digital types of electronic components. The various electronic components covered in this course includes (but not be limited to): - Silicon Controlled Rectifiers (SCR's), Bipolar Junction Transistors, Field Effect Transistors (FET's), Operational Amplifiers (OP AMPS's), Digital Logic Gates, Microprocessors, and Random Access Memory (RAM). Each student will be introduced to common circuits that employ electronic devices, such as, oscillators, amplifiers, flip-flops, multi-vibrators, shift registers, counters, frequency dividers, and microprocessor circuits.

### **ELT 191** **Substation Maintenance**

*3 credits*  
*Offered every fall semester*  
*Prerequisite: ELT 110, ELT 111 and ELT 112*

This course will introduce the student to the various types of electrical power distribution substations employed by many industrial and utility companies. This course also covers substation switching configurations, distribution substation configurations, substation components, switchgear maintenance, circuit breaker fundamentals, storage batteries maintenance, and testing of these sub-systems. The course will also provide background information and testing procedures related to protective relays, transformers, and transformer oil and gas.

### **ELT 271** **Advanced Process Control Instrumentation and Programmable Logic Controllers**

*3 credits*  
*Offered every spring semester*  
*Prerequisite: ELT 171*

This course is an advanced course in the principles of Process Control Instrumentation and Programmable Logic Controllers, including control

systems, modes, inputs and outputs and final control elements. The course emphasizes application of these principles in class and individual projects.

### **ELT 272** **Motors and Motor Controls**

*3 credits*  
*Offered every fall semester*  
*Prerequisite: ELT 112*

This course introduces the student to the various types of direct current and alternating current motors as well as single and polyphase motors. The course will also demonstrate various types of motor controls such as relay logic, use of sensors and variable speed control schemes. The student will learn to take voltage, current and resistance measurements to troubleshoot motors and control circuits. Students will learn to use and interpret schematics, blueprints, and diagrams to troubleshoot circuits and or design and construct motor control circuits.

### **ELT 297** **Workshop**

*1 to 6 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

A course designed to meet a variety of needs for students in Electronics.

### **ELT 298** **Workshop**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

A course designed to meet a variety of needs for students in Electronics.

### **ELT 299** **Independent Study**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

## **EMERGENCY MEDICAL TECHNOLOGY**

### **EMT 071** **EMT Preparatory and Airway Modules**

*1 credit*  
*Developmental course – does not count for graduation credit*  
*Offered upon request*

This course is designed to supplement the Basic EMT course; modules 1 and 2. It serves as a retention tool for students not meeting EMT 103 course academic standards.

### **EMT 103** **Basic Emergency Medical Technician**

*9 credits*  
*Offered upon request*  
*Prerequisite: Must be at least 18 years of age at the start of the class; EAC COMPASS reading assessment test score of 60 or higher; Present current CPR card issued by the American Heart Association (Healthcare Provider) or American Red Cross (Professional Rescuer) or concurrent enrollment in EMT 121; Present proof of TB immunization or chest x-ray within past 6 months; Present proof of rubella and rubeola immunization. The prospective student will submit documentation of the prerequisites with the completed Proof of Prerequisites Form to the Records and Registration Office prior to registration.*

Introductory course for the student who aspires to become an Emergency Medical Technician-Basic. Student learning will focus on human anatomy and physiology, disease process, initial assessment and patient stabilization, proper use of equipment such as automatic external defibrillators, blood glucose monitors, MAST trousers, airway adjuncts as well as legal issues, scope of practice, extrication, documentation, communication, and ambulance protocols. A total of 16 hours of clinical experience will be scheduled in the Emergency Department to provide direct hands-on experience with a variety of patients, in addition, 16 hours of vehicular experience will be required. This course is designed to meet all state and national requirements to prepare in testing for the EMT-Basic via the National Registry Exam.

### **EMT 120** **Introduction to First Aid and Beginning CPR**

*1/2 credit*  
*Offered upon request*

Presents an overview of Basic First Aid and Heartsaver CPR. This course offers basic certification in First Aid & CPR through the American Heart Association and is ideal for daycare providers. Participants will not receive the HealthCare Provider BLS card required for the nursing program in this course. Individuals seeking Advanced First Aid or Healthcare Provider CPR should take EMT 122. This course prepares students to recognize the signs and symptoms of a heart attack. Prepares students to help someone who is choking. Prepares students to do the work of an unconscious person's heart and lungs until professional medical help arrives. Prepares students to keep an injured person safe from further injury and as comfortable as possible until medical help arrives.

### **EMT 121** **Cardiopulmonary Resuscitation**

*1/2 credit*  
*Offered upon request*

Designed to train community members in the skills of cardiopulmonary resuscitation, mouth-to-mouth ventilation, and stabilization of victims with airway obstruction. Upon course completion, the student may be eligible for basic life support certification by the American Heart Association.

### **EMT 122** **First Aid and CPR**

*2 credits*  
*Offered upon request*

Presents skills and techniques that teach you both rules and important exceptions in first aid emergencies. The student will learn to follow the emergency action principles. Identical to HPE 190.

### **EMT 161** **Emergency Medical Technician Refresher**

*2 credits*  
*Offered upon request*  
*Prerequisite: Current CPR card issued by American Heart Association (Health Care Provider) or American Red Cross (Professional Rescuer). Also, current EMT Certification from Arizona OR from another state or territory OR from National Registry; or Arizona EMT Certification which expired less than two years prior to start of class. The prospective student will submit documentation of the prerequisites with the*

completed *Proof of Prerequisites Form to the Records and Registration Office prior to the start of the class.*

This course is designed to enable the Emergency Medical Technician to maintain proficiency and receive the latest information for handling the sick and injured. It may be repeated as many times as the person needs for recertification. Fulfills Department of Health Service requirements for EMT recertification every 2 years.

### **EMT 165** **Geriatric Emergencies**

*1 credit*  
*Offered upon request*

This course is designed to give prehospital providers a systematic approach, from the physical to the emotional changes, with growing old to medical emergencies. Additionally this course will deal with prehospital providers interactions with the terminally ill patient.

### **EMT 170** **Vehicular Extrication and Trauma Care**

*1/2 credit*  
*Offered upon request*

This course provides a review, as well as some new insights into vehicular extrication and providing patient care to the trauma patient. This course is interactive and designed to challenge the participant in the areas of knowledge base, decision-making and application of skills.

### **EMT 172** **IV Access for EMT-Basic**

*1 credit*  
*Offered upon request*

Provides a review of the anatomy of the circulatory system. Includes peripheral intravenous cannulation techniques, fluid resuscitation, obtaining venous blood samples for laboratory analysis, infection control techniques for the safety of self and victim, and complications of intravenous cannulation. EMT-Basic Certification strongly recommended.

### **EMT 210** **Paramedic I**

*12 credits*  
*Offered every spring semester*  
*Prerequisite: Apply and be accepted into Paramedic Program. Current Arizona EMT certification, passing both the written and oral entrance exams and a current BLS/CPR healthcare provider card are required.*

The successful completion of EMT 210, 212 and 214 as a continuous enrollment, chronological

training program follows the U.S. Department of Transportation requirements for the educational portion of the Arizona Department of Health Services paramedic certification. These courses are designed to provide the Emergency Medical Technician with the knowledge and skills necessary to provide advanced care for patients in pre-hospital emergency care. In addition to didactic coursework, additional clinical and field experience is required. Total hours for entire program are 500 hours didactic and 500 hours clinical/vehicular time required.

### **EMT 212** **Paramedic II**

*12 credits*  
*Offered every summer term*  
*Prerequisite: EMT 210 with a grade of "C" or higher. Current Arizona EMT certification, passing both the written and oral entrance exams and a current BLS/CPR healthcare provider card are required.*

Continuation of EMT 210. The successful completion of EMT 210, 212 and 214 as a continuous enrollment, chronological training program follows the U.S. Department of Transportation requirements for the educational portion of the Arizona Department of Health Services paramedic certification. These courses are designed to provide the Emergency Medical Technician with the knowledge and skills necessary to provide advanced care for patients in pre-hospital emergency care. In addition to didactic coursework, additional clinical and field experience is required. Total hours for entire program are 500 hours didactic and 500 hours clinical/vehicular time required.

### **EMT 214** **Paramedic III**

*12 credits*  
*Offered every fall semester*  
*Prerequisite: EMT 212 with a grade of "C" or higher. Current Arizona EMT certification, passing both the written and oral entrance exams and a current BLS/CPR healthcare provider card is required.*

Continuation of EMT 212. The successful completion of EMT 210, 212 and 214 as a continuous enrollment, chronological training program follows the U.S. Department of Transportation requirements for the educational portion of the Arizona Department of Health Services paramedic certification. These courses are designed to provide the Emergency Medical Technician with the knowledge and skills necessary to provide advanced care for patients in pre-hospital emergency

care. In addition to didactic coursework, additional clinical and field experience is required. Total hours for entire program are 500 hours didactic and 500 hours clinical/vehicular time required.

### **EMT 220** **Advanced Cardiac Life Support**

*1 credit*  
*Offered upon request*

This course is designed to provide core information necessary to prepare students for the American Heart Association's ACLS Provider course. The content is focused on the key concepts of advanced cardiac life support including ethical considerations in cardiac resuscitation. The student should have EKG interpretation skills and a current BCLS CPR card.

### **EMT 220A** **Advanced Cardiac Life Support Renewal**

*1 credit*  
*Offered upon request*

This course is designed to provide core information necessary to renew students American Heart Association's ACLS Provider course. The content is focused on the key concepts of advanced cardiac life support including ethical considerations in cardiac resuscitation. Current ACLS is required in the EMT-Paramedic program.

### **EMT 221** **Pediatric Advanced Life Support**

*1 credit*  
*Offered upon request*

This course is designed to provide guidance to prehospital care providers in the management of pediatric emergencies. The content is focused on advanced life support care for children in emergency situations and expedition of transfer to a facility that can offer definitive care.

### **EMT 221A** **Pediatric Advanced Life Support Renewal**

*1 credit*  
*Offered upon request*

This course is designed for renewal of Pediatric Advanced Life Support certification.

### **EMT 222** **Trauma Patient Management**

*1 credit*  
*Offered upon request*

This course is designed to prepare students for basic and/or advanced management of the traumatized patient. The content

is focused on emergency scene management, trauma patient assessment, triage, and standards of basic and advanced life support including emergency transportation criteria, communications and documentation. Mechanism of injury, trauma airway management, shock resuscitation, and other trauma patient considerations are included.

### **EMT 229** **Paramedic Refresher**

*3 credits*  
*Offered upon request*

A review course for paramedic students prior to taking the National Registry of Emergency Medical Technicians (NREMT) certification examination. Students must present proof of Arizona Paramedic Certification at the first class meeting.

### **EMT 297** **Workshop**

*1 to 6 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Emergency Medical Technology.

### **EMT 298** **Workshop**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Emergency Medical Technology.

### **EMT 299** **Independent Study**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

## **ENGINEERING**

### **EGR 102** **Introduction to Engineering**

*4 credits*  
*Offered every fall and spring semester*  
*Prerequisite: MAT 120 with a grade of "C" or higher or placement test score as established by District policy*

Engineering design, effective team participation and career preparation. Students are expected to participate in hands-on design projects, develop education/career plans and initiate development of the personal and management skills necessary for life long learning.

**EGR 120**  
**Engineering Drafting**  
 2 credits  
*Offered every fall and spring semester*

Course is designed for students with little or no drafting background. Course content includes careers in drafting/engineering, use of drafting equipment, drafting techniques, lettering, geometric construction, multi-view and isometric drawings, sectional and auxiliary views, and basic dimensioning.

**EGR 124**  
**Engineering Graphics**  
 3 credits  
*Offered every fall semester*  
*Prerequisite: DRF 154 or concurrent enrollment in DRF 154*

The study of lines, planes, successive auxiliary views, intersection of planes, angles between planes, developments, parallelism, perpendicularity, and the relationships between various geometric elements.

**EGR 130**  
**C Programming I**  
 3 credits  
*Offered upon request*

A comprehensive introduction to the C language; preparation and writing of programs using C, using current programming techniques. A prior programming language is helpful. For engineering majors. Identical to CMP 130.

**EGR 200**  
**Introduction to Earth Engineering**  
 3 credits  
*Offered upon request*

This course provides an overview of the skills, applications, and careers in mining and geological engineering. Skills introduced include mapping, air photo interpretation, geophysics, rock mechanics testing, scan line surveying, spreadsheet calculations, and mine planning. Applications introduced include mineral, energy, and water resource exploration and development, underground and surface construction, underground and surface mine development, operations, and environmental management. Course emphasizes development of teamwork, communication, and creative problem solving skills.

**EGR 214**  
**Engineering Mechanics I - Statics**  
 3 credits  
*Offered upon request*  
*Prerequisite: MAT 220 and PHY 211 with a grade of "C" or higher or concurrent enrollment in MAT 220 and PHY 211*

Students will learn to construct and solve mathematical models which describe the effect of force and motion on a variety of structures and machines that are of concern to Engineers.

**EGR 215**  
**Engineering Mechanics II - Dynamics**  
 3 credits  
*Offered upon request*  
*Prerequisite: EGR 214, EGR 102, MAT 220 and PHY 211 or concurrent enrollment in MAT 220 and PHY 211*

Motions of particles and rigid bodies under external forces; influence of vibration on mechanical systems.

**EGR 233**  
**Mechanics of Materials**  
 3 credits  
*Offered upon request*  
*Prerequisite: MAT 181 or higher and EGR 214 or higher with a grade of "C" or higher*

Students will learn the fundamental concepts of stresses and strains, deformations and displacements, elasticity and inelasticity, strain energy and load carrying capacity. Students will also analyze and design structural members subjected to tension, compression, torsion and bending.

**EGR 250**  
**Plane Surveying**  
 3 credits  
*Offered every spring semester*  
*Prerequisite: MAT 181 or TEC 102 with a grade of "C" or higher or instructor approval*

This course provides an introduction to plane surveying. Students learn principles and practices of general surveying, chaining, leveling, stadia, and extensive field work using a variety of industry-standard instruments and techniques.

**EGR 255**  
**Thermodynamics**  
 3 credits  
*Offered upon request*  
*Prerequisite: Prior or concurrent enrollment in MAT 220 required*

Thermodynamics is a basic science that deals with energy and energy changes. This course covers the basic principles of Thermodynamics and presents real-world

applications and problems so that students can gain an understanding of physical and chemical changes that are influenced by the energy of systems.

**EGR 297**  
**Workshop**  
 1 to 6 credits  
*Offered upon request*  
*Activity/Personal Enrichment*

A course designed to meet a variety of needs for students in Engineering.

**EGR 298**  
**Workshop**  
 1 to 3 credits  
*Offered upon request*  
*Activity/Personal Enrichment*

A course designed to meet a variety of needs for students in Engineering.

**EGR 299**  
**Independent Study**  
 1 to 3 credits  
*Offered upon request*  
*Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

## ENGLISH

**ENG 054**  
**Basic Writing Skills Lab**  
 1 credit  
*Developmental course - does not count for graduation credit*  
*Offered upon request*  
*Activity/Personal Enrichment*  
*Concurrent enrollment in ENG 055 required*

Practice in grammar, mechanics, and usage to develop clear and effective writing. Lab is self-paced, focusing on individual needs.

**ENG 055**  
**Basic Writing Skills**  
 3 credits  
*Developmental course - does not count for graduation credit*  
*Offered every fall and spring semester*  
*Prerequisite: Placement testing or equivalent and concurrent enrollment in ENG 054 required*

Individual and group instruction in basic writing skills.

**ENG 089**  
**Reading Improvement Lab**  
 1 credit  
*Developmental course - does not count for graduation credit*  
*Offered every fall and spring semester*  
*Prerequisite: Placement test score as established by District policy*

An open entry/open exit developmental course for students

who wish to improve vocabulary, comprehension, and critical reading skills. Lab is self-paced, focusing on individual needs. Recommended for students at the tenth grade or higher reading level.

**ENG 090**  
**Reading Improvement I**  
 3 credits  
*Developmental course - does not count for graduation credit*  
*Offered every fall and spring semester*

Emphasizes improvement in comprehension and related reading and thinking skills.

**ENG 091**  
**Reading Improvement II**  
 3 credits  
*Developmental course - does not count for graduation credit*  
*Offered every fall and spring semester*

Emphasizes improvement in comprehension and related reading and thinking skills. Completion meets AAS graduation reading requirement.

**ENG 098**  
**Writing Lab**  
 1 credit  
*Developmental course - does not count for graduation credit*  
*Offered every fall and spring semester*

An open entry/open exit developmental course for students not concurrently enrolled in a composition course who wish to improve grammar, mechanics, and usage skills. Lab is self-paced, focusing on individual needs.

**ENG 099**  
**Writing Fundamentals Lab**  
 1 credit  
*Developmental course - does not count for graduation credit*  
*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

Practice in grammar, mechanics, and usage to develop clear and effective writing. Lab is self-paced, focusing on individual needs.

**ENG 100**  
**Writing Fundamentals**  
 3 credits  
*GE category: AAS degree only*  
*Offered every fall and spring semester*  
*Prerequisite: ENG 055 with a grade of "C" or higher or placement test score as established by District policy and concurrent enrollment in ENG 099 required*

Practice in reading and writing sentences, paragraphs, and short essays; intensive review of basic grammar.

**ENG 101**  
**Written Communications I**  
3 credits

*GE category: English*  
*Offered every fall and spring semester*  
*Prerequisite: ENG 100 with a grade of "C" or higher or placement test score as established by District policy*

Emphasizes clear and effective writing and critical reading. Students generate a minimum of 7,000 words including revisions throughout the semester. Students with borderline placement scores will benefit from taking the English lab (ENG 110 - Written Communications I Lab) that is designed to accompany ENG 101.

**ENG 102**  
**Written Communications II**  
3 credits

*GE category: English*  
*Offered every fall and spring semester*  
*Prerequisite: ENG 101 with a grade of "C" or higher*

Continues development of skills and concepts taught in ENG 101. Emphasizes research and critical reading and writing. Students generate a minimum of 7,000 words including revisions throughout the semester.

**ENG 110**  
**Written Communications I Lab**  
1 credit

*Offered every fall and spring semester*

A self-paced, open entry/open exit course. One-on-one support for students in ENG 101, emphasizing the processes and skills required for effective narrative, analytic, and source-based writing. In addition, practice in punctuation, grammar and stylistic concerns as needed on an individual basis.

**ENG 111**  
**Written Communications II Lab**  
1 credit

*Offered every fall and spring semester*

A self-paced, open entry/open exit course. One-on-one support for students in ENG 102, emphasizing the processes and skills required for effective literary analysis and source-based writing, including focus on MLA documentation and avoiding plagiarism. In addition, practice in punctuation, grammar and stylistic concerns as needed on an individual basis.

**ENG 112**  
**Speed Reading**  
2 credits

*Offered upon request*  
*Activity/Personal Enrichment*

Introduces students to various reading techniques designed to increase speed and comprehension; also emphasizes study skills.

**ENG 113**  
**College Reading**  
3 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*  
*Prerequisite: ENG 091 with a grade of "C" or higher or placement test score as established by District policy*

Emphasizes mastery and application of critical reading strategies for college level texts. Completion meets AA, ABus, AGS and AS graduation reading requirements.

**ENG 131**  
**Introduction to Creative Writing**  
3 credits

*Offered spring semester in odd-numbered years*  
*Activity/Personal Enrichment*

Introduction to techniques in writing poetry and fiction; emphasizes elements of poetry such as imagery, meter, rhythm, and form, and elements of fiction such as dialogue, description, conflict, characterization, and point of view.

**ENG 161**  
**Power Vocabulary**  
2 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

Focuses on vocabulary and spelling with emphasis on etymology, word parts, and context clues.

**ENG 189**  
**Film as Literature I**  
3 credits

*Offered every spring semester*  
Investigation of film as literature, applying literary concepts to analysis and evaluation of cinematic works.

**ENG 190**  
**Film as Literature II**  
3 credits

*Offered every spring semester*  
Investigation of film as literature, applying literary concepts to analysis and evaluation of cinematic works. This course is a continuation of ENG 189.

**ENG 191**  
**Film as Literature III**  
3 credits

*Offered every spring semester*  
Investigation of film as literature, applying literary concepts to analysis and evaluation of cinematic works. This course is a continuation of ENG 190.

**ENG 201**  
**World Literature I**  
3 credits

*GE category: Humanities, Intensive Writing*  
*Offered every fall semester*  
*Prerequisite: ENG 101 with a grade of "C" or higher*

Selected world literature from ancient times to the Renaissance. Students generate a minimum of 2,500 words including revisions throughout the semester.

**ENG 202**  
**World Literature II**  
3 credits

*GE category: Humanities, Intensive Writing*  
*Offered every spring semester*  
*Prerequisite: ENG 101 with a grade of "C" or higher*

Selected world literature from the Renaissance to modern times. Students generate a minimum of 2,500 words including revisions throughout the semester.

**ENG 217**  
**Writing Reflective Essays**  
3 credits

*GE category: Humanities, Intensive Writing*  
*Offered every fall and spring semester*  
*Prerequisite: ENG 101 with a grade of "C" or higher*

Writing and analyzing personal, reflective essays; exploring the influence of discourse on our identity and world. Students generate a minimum of 2,500 words including revisions throughout the semester.

**ENG 218**  
**Writing About Literature**  
3 credits

*GE category: Humanities, Intensive Writing*  
*Offered every fall and spring semester*  
*Prerequisite: ENG 102 with a grade of "C" or higher*

Critical reading and analytical writing on poetry, fiction, and drama. Students generate a minimum of 2,500 words including revisions throughout the semester.

**ENG 221**  
**English Literature I**  
3 credits

*GE category: Humanities, Intensive Writing*  
*Offered every fall semester*  
*Prerequisite: ENG 101 with a grade of "C" or higher*

Covers selected literature from the Middle Ages through the Restoration and Eighteenth Century. Students generate a minimum of 2,500 words including revisions throughout the semester.

**ENG 222**  
**English Literature II**  
3 credits

*GE category: Humanities, Intensive Writing*  
*Offered every spring semester*  
*Prerequisite: ENG 101 with a grade of "C" or higher*

Covers selected literature from the Romantic Period through the present. Students generate a minimum of 2,500 words including revisions throughout the semester.

**ENG 230**  
**Publications I**  
3 credits

*Offered every fall semester*  
*Prerequisite: ENG 101 with a grade of "C" or higher or concurrent enrollment in ENG 101 or instructor approval*

Students are responsible for preparing significant portions of *Oasis*, the yearbook of Eastern Arizona College. They will also participate in the production of EAC's literary magazines. Students will gain experience with desktop publishing and digital imaging as prepress requirements for printing. The curriculum covers principles of journalism, elementary design, and basic photography, with work outside of the class, covering school activities and meeting production deadlines.

**ENG 231**  
**Publications II**  
3 credits

*Offered every spring semester*  
*Prerequisite: ENG 101 with a grade of "C" or higher or concurrent enrollment in ENG 101 or instructor approval*

Students are responsible for preparing significant portions of *Oasis*, the yearbook of Eastern Arizona College. They will also participate in the production of EAC's literary magazines. Students will gain experience with desktop publishing and digital imaging as prepress requirements for printing. The curriculum covers principles of journalism, elementary design, and basic photography, with work outside of the class, covering school activities and meeting production deadlines.

**ENG 232**  
**Poetry Writing**

3 credits  
Offered upon request

Analysis and discussion of student work. Readings develop familiarity with and critical insight into the genre.

**ENG 233**  
**Advanced Poetry Writing**

3 credits  
Offered spring semester in even-numbered years  
Prerequisite: ENG 232

Continuation of ENG 232.

**ENG 234**  
**Short Story Writing**

3 credits  
Offered every fall semester  
Activity/Personal Enrichment

Discussion and critique of student work and readings of representative works.

**ENG 235**  
**Independent Writing: Poetry**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: Instructor approval

Directed poetry writing. Students confer with instructor throughout semester. To receive department elective credit at many universities, English majors should register for 3 credit hours.

**ENG 236**  
**Independent Writing: Fiction**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: Instructor approval

Two learning plans are available: Plan I – Writing Fiction and Plan II – Figures and Trends in Contemporary Fiction. Plan I (Writing Fiction): Students complete a finished short story or novel chapter (3,000 to 6,000 words) for each hour they are registered. Plan II (Figures and Trends in Contemporary Fiction): Students read short fiction selections and write a 3,000 to 6,000 word critical essay for each hour they are registered. With both plans, the instructor works with students individually, and the three-hour credit option is recommended in order to receive departmental elective credit at most universities.

**ENG 237**  
**Independent Writing: Nonfiction**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: Instructor approval

Directed nonfiction writing: essays,

journals, and reports. Students confer with instructor throughout semester. To receive department elective credit at many universities, English majors should register for 3 credit hours.

**ENG 241**  
**American Literature I**

3 credits  
GE category: Humanities, Intensive Writing  
Offered every fall semester  
Prerequisite: ENG 101 with a grade of "C" or higher

Selected readings from Native beginnings to the Civil War. Students generate a minimum of 2,500 words including revisions throughout the semester.

**ENG 242**  
**American Literature II**

3 credits  
GE category: Humanities, Intensive Writing  
Offered every spring semester  
Prerequisite: ENG 101 with a grade of "C" or higher

Selected readings from the Civil War to the present. Students generate a minimum of 2,500 words including revisions throughout the semester.

**ENG 260**  
**Technical Report Writing**

3 credits  
GE category: AAS degree only  
Offered every fall and spring semester  
Prerequisite: ENG 100 or ENG 101

Drafting and revising memos, letters, resumes, proposals, and interpretive reports. Identical to TEC 260.

**ENG 281**  
**Children's Literature**

3 credits  
Offered every fall semester  
Introduction to children's literature with a focus on how to effectively choose and use children's literature in educational contexts. Considers selection guidelines, storytelling, interpretation, and evaluation. Identical to ECE 281 and EDU 281.

**ENG 283**  
**Tutor Training Workshop I**

2 credits  
Offered upon request  
Introductory workshop in tutoring composition; review of writing skills.

**ENG 284**  
**Tutor Training Workshop II**

2 credits  
Offered upon request  
Continued improvement of writing and tutoring skills acquired in ENG 283.

**ENG 298**  
**Workshop**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Meets specific student needs.

**ENG 299**  
**Independent Study**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Original projects under faculty supervision.

**FAMILY AND CONSUMER RESOURCES****FCR 130**  
**Sewing for Today**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Basic or advanced clothing instruction. Projects are chosen by students to meet individual needs and interests, primarily part-time or non-major students.

**FCR 132**  
**Quilting**

1 to 2 credits  
Offered every fall and spring semester  
Activity/Personal Enrichment

For students who need or want to learn a variety of quilting techniques. Projects are chosen by students to meet their individual needs and interests.

**FCR 134**  
**Advanced Quilting**

1 to 2 credits  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Prerequisite: FCR 132

For students who need or want to learn advanced quilting techniques. Projects are chosen by students to meet their individual needs and interests.

**FCR 143**  
**Beginning Gourmet Cooking**

1 credit  
Offered upon request  
Activity/Personal Enrichment

The art of preparing and serving a variety of gourmet foods and an appreciation of foreign cuisine.

**FCR 144**  
**Beginning Mexican Cuisine**

1 credit  
Offered upon request  
Activity/Personal Enrichment  
The beginning skills include the selection, preparation, and serving

of basic Mexican cuisine including, but not restricted to, beans, tamales, enchiladas, chili sauces, and Mexican desserts.

**FCR 145**  
**Intermediate Gourmet Cooking**

1 credit  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: FCR 143

Skills in the selection, preparation and serving at the intermediate level of gourmet foods including, but not restricted to, appetizers, vegetables, garnishes, omelets, quiches and soufflés, stir-fry, Italian cuisine, Scandinavian cuisine, microwave cuisine, phyllo dough, Saudi Arabian cuisine, French cuisine, fondue, and turkey and chicken de-boning with dressings.

**FCR 146**  
**Intermediate Mexican Cuisine**

1 credit  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: FCR 144

Skills in preparation, selection, and serving at the intermediate level of Mexican cuisine.

**FCR 147**  
**Advanced Gourmet Cooking**

1 credit  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: FCR 145

Skills in the selection, preparation and serving at the advanced level of gourmet foods including, but not restricted to, appetizers, vegetables, garnishes, omelets, quiche and soufflés, stir-fry, Italian cuisine, Mexican fiesta, German cuisine, Scandinavian cuisine, microwave cuisine, phyllo dough, Saudi Arabian cuisine, French cuisine, fondue, and turkey and chicken de-boning with dressings.

**FCR 148**  
**Advanced Mexican Cuisine**

1 credit  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: FCR 146

Skills in preparation, selection, and serving at the advanced level of Mexican cuisine.

**FCR 151**  
**Beginning Cake Decoration**

1 credit  
Offered upon request  
Activity/Personal Enrichment

Students will learn the basic principles and methods of cake and pastry baking, decorating, and sales. Instruction is given on the history of cakes, kitchen

safety, selection and mixture of ingredients, cooking procedures, cake assembly, decoration techniques, cake preservation, and associated entrepreneurial activity.

### **FCR 152** **Intermediate Cake Decoration**

*1 credit*  
*Offered upon request*  
*Activity/Personal Enrichment*  
*Prerequisite: FCR 151 or instructor approval*

Students will be reintroduced to the basic principles and methods of cake and pastry baking, decorating, and sales. Additional instruction is given on kitchen safety, selection and mixture of ingredients for cakes and icings, tool use and decoration techniques, preservation and storage, and associated entrepreneurial activity.

### **FCR 153** **Advanced Cake Decoration**

*1 credit*  
*Offered upon request*  
*Activity/Personal Enrichment*  
*Prerequisite: FCR 152 or instructor approval*

Students will be introduced to advanced principles and methods of cake and pastry baking, decorating, and sales. Advanced instruction is given on selection and mixture of ingredients for cakes and icings, tool use and decoration techniques, preservation and storage, and associated entrepreneurial activity.

### **FCR 297** **Workshop**

*1 to 6 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

A course designed to meet a variety of needs for students in Family Consumer Resources.

### **FCR 298** **Workshop**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

A course designed to meet a variety of needs for students in Family Consumer Resources.

### **FCR 299** **Independent Study**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

## **FIRE SCIENCE**

### **FSC 100** **Introduction to Fire Science**

*3 credits*  
*Offered upon request*

The primary intent of this course is to acquaint new firefighters with history, traditions, terminology, organization and operation of the service.

### **FSC 101** **Fire Department Operations I**

*6 credits*  
*Offered upon request*

This course is the introductory Fire Science course, primarily designed for new fire department recruits. The course covers all aspects of fire department operations, including equipment and personnel policies. Preparation for State Fire Marshall's Fire Fighter certification.

### **FSC 102** **Fire Department Operations II**

*5 credits*  
*Offered upon request*  
*Prerequisite: Prior or concurrent enrollment in FSC 101 required*

This is the advanced firefighting course, primarily designed for new fire department recruits. Emphasis is on the chemistry of fire, building construction, administrative policies, and techniques of firefighting. Preparation for State Fire Marshall's Fire Fighter certification.

### **FSC 105** **Firefighter Safety and Survival**

*2 credits*  
*Offered upon request*

To improve firefighter safety on the fireground and emergency medical scenes.

### **FSC 106** **Hazardous Materials First Responder**

*2 credits*  
*Offered upon request*

The purpose of this course is to address the behavior and dangers of hazardous materials. Emphasis will be commonly encountered chemicals and factors which impact a responder's decisions at the scene.

### **FSC 110** **Fire Hydraulics**

*2 credits*  
*Offered upon request*  
*Offered in Gila County only*

Fireground operations covering basic formulas for determining fire pump discharge pressures, the

laws of pressure and hydraulics associated with fire systems.

### **FSC 115** **Rescue Practices for Fire Service**

*3 credits*  
*Offered upon request*

Introduction to skills necessary to assess, extricate, and care for victims in emergency situations. This course also includes an overview of fire service-based rescue, rescue operations and incident management, and civilian versus firefighter rescue. Also includes an overview of technical rescues.

### **FSC 120** **Fire Apparatus and Equipment**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

This course will familiarize the student with automotive apparatus (pumpers, aerial ladders, lift platforms, hose wagons, transports and utility vehicles), water towers, heavy auxiliary mechanical equipment and appliances, generators, compressors, rescue and forcible entry tools and cutting torches.

### **FSC 125** **Driver Operator for Fire Equipment**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

This course will teach the techniques for driving and handling fire vehicles. Includes safe operating procedures, defensive driving, apparatus inspection, training in emergency maneuvers, and the key components of the driving system.

### **FSC 130** **Fundamentals of Fire Prevention**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

Introduction to the principles of fire prevention. Includes authority, responsibility and organization of fire prevention, inspection procedures and reports, fire hazard recognition, building construction, and occupancy classifications. Also includes site access and means of egress, water-based fire protection and water supply systems, portable extinguishers, special agent, extinguishing systems, and fire detection and alarm systems, plans review, hazardous materials and flammable and combustible liquids, and storage, handling, and use of other hazardous materials.

### **FSC 135** **Strength and Fitness for Fire Service**

*2 credits*  
*Offered upon request*  
*Offered in Gila County only*

The course offers the students the aspects of fitness for fire fighting. Students will learn how to develop strength, cardiovascular endurance and flexibility in a participatory learning environment. Course sessions will address aerobic and strength training, proper lifting, warm-up and flexibility techniques, training principles and elements of wellness. Proper handling of fire service equipment will be introduced.

### **FSC 140** **Fire Protection Systems**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

In this course the student will learn the principles of fire protection systems. Includes portable and fixed fire extinguishing equipment, automatic sprinkler and deluge systems, rate of temperature rise and smoke detecting devices and alarm systems.

### **FSC 145** **Arson Detection and Investigation**

*3 credits*  
*Offered upon request*

Basic principles of arson investigation. Includes an introduction to fire investigation, laws, fire causes, determining point of origin, evidence, fire setters, case investigation and preparation, and courtroom demeanor and testimony.

### **FSC 150** **Basic Wildland Firefighting**

*3 credits*  
*Offered upon request*

The course is presented through a series of lectures, field and sand table exercises. Includes the factors that affect wildland fire behavior, the start and spread of fires, how topography, slope and weather elements affect fire behavior and how to recognize dangerous situations on the fireline.

### **FSC 155** **Advanced Wildland Firefighting**

*3 credits*  
*Offered upon request*  
*Prerequisite: FSC 150*

This course is designed to instruct prospective fireline supervisors in wildland fire behavior for effective and safe fire management operations. After completion of

the course, students will be able to determine basic input data of terrain, fuels, and weather required for understanding fire behavior for various times of the day or night. They will also be able to describe the causes of extreme fire behavior conditions (spotting, crowning, fire whirl) due to weather, fuels, and/or topography.

### **FSC 160** **Enhanced Fitness Activities for Fire Science**

*3 credits*  
*Offered upon request*

Progress in this course is assessed using baseline physical fitness measurements and comparing them to post-physical fitness measurements at the end of the semester. The same tests are used for baseline and post-physical fitness testing: 3-minute step test, sit-ups, push-ups and sit-and-reach flexibility test. Each student is required to show improvements in all physical fitness test performances after a semester of regular aerobic, strength-training and flexibility workouts. There is no threshold level that students need to reach in order to "pass" their tests. Attendance is required for regularly scheduled workouts.

### **FSC 201** **Patient Stabilization**

*2 credits*  
*Offered upon request*

Training the EMT, First Responder and firefighter in the specialized skills and procedures necessary when stabilizing a patient during and after a vehicular extrication emergency.

### **FSC 202** **Supervisory Training for Firefighters**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

This course offers the professional firefighter the opportunity to transition to the role of company officer and addresses supervisory skills and practices in the fire protection field. Topics include the supervisor's duties and responsibilities. Topics also include the supervisor's role, supervision skills, the changing work environment, managing change, organizing for results, discipline, grievances, and safety. Upon completion of this course, students will have developed an understanding of the roles and responsibilities of the effective fire service supervisor while meeting the requirements of NFPA 1021.

### **FSC 204** **Firefighting Tactics and Strategy**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

This course covers fireground tactics and strategies for emergency and non-emergency situations.

### **FSC 205** **Command Strategies for Major Emergencies**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

This course covers incident command strategies used to manage large-scale incidents, such as major fires in large buildings, mass casualty medical incidents, or other major emergencies.

### **FSC 208** **Firefighter Safety and Building Construction**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

This course covers safety during emergency and non-emergency operations, as well as building construction as it relates to fires and other emergencies.

### **FSC 214** **Human Resource Management for Fire Service**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*  
*Prerequisite: FSC 202*

This course examines relationships and issues in personnel administration and human resource development in the context of fire-related organizations. Topics include personnel management, organizational development, productivity, recruitment and selection, performance management systems, discipline, and collective bargaining.

### **FSC 223** **Incident Command System**

*1 credit*  
*Offered upon request*

This course is designed to provide the participant with knowledge about emergency/disaster field operations that will enable the Incident Safety Officer to direct the work efforts of others in a more coordinated and efficient manner.

### **FSC 225** **Incident Safety Officer**

*1 credit*  
*Offered upon request*

This course is designed to enable

the student to identify and analyze health and safety aspects relating to their role as Incident Safety Officer in both emergency and non-emergency situations.

### **FSC 297** **Workshop**

*1 to 6 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

A course designed to meet a variety of needs for students in Fire Science.

### **FSC 298** **Workshop**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

A course designed to meet a variety of needs for students in Fire Science.

### **FSC 299** **Independent Study**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

## **GAMING**

### **GAM 101** **Gaming Regulations and Controls**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

Introduction to the laws and regulations related to the gaming industry within the United States with specific focus on Indian gaming in Arizona. Examination of Compact Agreements between Native American Tribes and State of Arizona and the impact of Indian gaming operations. This course introduces the student to the various segments of the Gaming Industry. Major topics include a review of the historical background of gaming and the evolution of the different types of gaming lottery, riverboat, conventional and Native American gaming. Coursework will also provide an examination of the mathematics and analysis of gaming, and related practices for gaming and casino operations. Additional topics will include a technological review of industry trends, legislative developments and an overview of the economic, social impacts and tourism impacts. This course provides a foundation for additional coursework in the occupational area of Gaming and Casino Management and Casino Operations programs.

### **GAM 106** **History of American Indian Gaming**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

This course reviews the historical landmarks in the casino and gaming industry within the United States. It focuses primarily on the legalization of gaming in the southwestern United States. The course offers opportunity to examine the economic and employment impacts of gaming on local jurisdictions. Students will also review the current and future developments of gaming.

### **GAM 210** **Casino Customer Service**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

This course enables the student to examine the role and responsibilities of employees in building quality guest relationships that create customer satisfaction as well as exploring the functions and opportunities for customer service employees in hospitality businesses.

### **GAM 220** **Slots Management**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

This course is an introduction to basic slots management functions focusing on departmental responsibilities and operating procedures. There is emphasis on supervising slot shift manager, mechanics, floor personnel, change personnel, booth cashiers, carousel attendants, and coin room managers. This course also addresses slot drop, count room, jackpot fills, and credits.

## **GEOLOGY**

### **GLG 015** **Rocks and Minerals**

*2 credits*  
*Developmental course - does not count for graduation credit*  
*Offered upon request*

Identification, classification, and origin of rocks and minerals with emphasis on materials common to Arizona.

**GLG 101****Physical Geology**

4 credits

GE category: Lab Science

Offered every fall semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course covers the fundamentals of geology: rocks, minerals, geologic time, plate tectonics, earthquakes, volcanoes, surface processes, and earth resources. The lab delves into the chemistry of minerals, how rocks form, geologic mapping with GPS, geology in the field, and other fundamental topics. Several field trips are taken each semester.

**GLG 102****Historical Geology**

4 credits

GE category: Lab Science

Offered every spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course is an introduction to the principles and interpretation of geologic history. It emphasizes the evolution of the earth's lithosphere (crust), atmosphere, and biosphere through geologic time. It includes consideration of the historical aspects of plate tectonics, the geologic development of North America, and important events in biological evolution and the resulting assembly of fossils. It provides an appreciation for the vast extent of geologic time, the natural processes affecting change on the earth, and the identification of common fossil types.

**GLG 110****Geologic Hazards and Disasters**

4 credits

GE category: Lab Science

Offered every spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Geologic hazards and disasters (earthquakes, volcanoes, tsunami, meteorite and comet impacts, flooding, severe weather) are important processes in shaping the earth and human civilization. This course will acquaint students with the scientific principles governing these processes and their historic and future effect on society.

**GLG 298****Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

A course designed to meet a variety of needs for students in Geology.

**GLG 299****Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

**HEALTH AND PHYSICAL EDUCATION****HPE 100****Personal Health**

3 credits

Offered upon request

Students will gain an understanding of health issues critical to their well being. This includes body functions in health and disease, ways of maintaining and improving one's health, means of preventing disorders, understanding common diseases and the importance of proper curative measures. Required for HPE majors.

**HPE 101****Beginning Physical Activities I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Sections are offered in a variety of physical activities, including individual, dual, and team sports.

**HPE 101C****Beginning Body Conditioning I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Designed to assist the student in developing the basic skills and knowledge in body conditioning.

**HPE 101D****Beginning Bowling I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Designed to assist the student in learning the basic skills and knowledge which lead to optimum bowling performance. An additional fee is required.

**HPE 101F****Beginning Football I**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

A study of the game of football including fundamental techniques: offensive, defensive and special teams strategies, rules and a brief history of the game. To develop and enhance competitive football techniques and skills and to prepare student for competition.

**HPE 101G****Beginning Golf I**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Designed to assist the student in learning the basic skills and knowledge which lead to optimum golfing performance. An additional fee is required.

**HPE 101I****Beginning Jogging I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Designed to give students the opportunity to learn warm-up, jog, run, and cool-down using the proper stretching and running techniques.

**HPE 101J****Beginning Jogging-Hiking I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Designed to assist student learning the basic skills and knowledge for jogging and hiking.

**HPE 101N****Beginning Poms and Cheers I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

This course is designed to teach safety techniques involved in cheerleading and spirit leading, including jumps, lifts, stunts, pyramids and tosses. This course provides additional conditioning throughout the athletic seasons for participation at athletic events.

**HPE 101O****Beginning Racquetball I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

To develop racquetball skills, knowledge of the rules of the game that can be demonstrated during competition and to increase level of physical fitness.

**HPE 101Q****Beginning Swimming I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

To learn basic swimming techniques and strokes. Practice four competitive swim strokes and introduce basic life saving techniques.

**HPE 101U****Beginning Tennis I**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Designed to assist the student in learning the basic skills and knowledge which lead to optimum tennis performance.

**HPE 101X****Beginning Volleyball I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Designed to develop physical fitness and volleyball skills that may be demonstrated in competition and games.

**HPE 101Y****Beginning Weights I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Weight lifting class designed to increase body strength using free and universal weight equipment. Students will learn basic weight lifting techniques and lifts to target particular muscle groups. Students will also learn a lifetime physical fitness skill to increase their level of fitness.

**HPE 101AA****Beginning Baseball I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

A study of the game of baseball including fundamental techniques, rules and a brief history of the game.

**HPE 101AB****Beginning Varsity Baseball I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*

A study of the game of baseball including fundamental techniques, offensive and defensive strategies, rules and a brief history of the game. To develop and enhance competitive baseball techniques and skills and to prepare student for competition.

**HPE 101AC****Beginning Basketball I**  
1 credit

*GE category: AAS degree only*  
*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

This course is designed to teach students the fundamentals of basketball, prepare them to participate in competition and understand the basic offensive and defensive strategies of the game.

**HPE 101AD****Beginning Varsity Football I**  
1 credit

*GE category: AAS degree only*  
*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

A study of the game of football including fundamental techniques, offensive and defensive strategies, rules and a brief history of the game. To develop and enhance competitive football techniques and skills to prepare students for competition.

**HPE 101AE****Beginning Varsity Softball I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*

Develop physical fitness and softball skills that may be demonstrated in competition and games. To teach an understanding of the rules of softball, techniques used which include hitting, throwing and catching; offensive and defensive strategies.

**HPE 101AF****Beginning Varsity Volleyball I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*

Designed to develop physical fitness and volleyball skills that may be demonstrated in competition and games.

**HPE 101AG****Beginning Varsity Basketball I**  
1 credit

*GE category: AAS degree only*  
*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

This course is designed to teach students the game of basketball, offensive and defensive strategies of the game of basketball, and to prepare them to participate in competition.

**HPE 101AH****Mountain Bike Riding I**  
2 credits

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*  
*Prerequisite: Minimum age 16*

This program is designed to educate and improve knowledge of Mountain Bike Riding. This includes knowledge of bike handling and familiarity of local trails.

**HPE 101AJ****Beginning Aerobics I**  
1 credit

*GE category: AAS degree only*  
*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

Designed to assist the student in developing overall physical fitness.

**HPE 101AK****Cardio Kickboxing I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*

This course is designed to give students an understanding of basic kickboxing footwork and techniques. Students will learn proper stances, kicking, punching, blocks and attitude while increasing their fitness level and flexibility. All set to music!

**HPE 101AL****Beginning T'ai Chi Ch'uan I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*

An introduction to the ancient Chinese exercise form T'ai Chi Ch'uan, and the oriental philosophies on which it is based.

**HPE 101AM****Beginning Varsity Golf I**  
1 credit

*GE category: AAS degree only*  
*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

Designed to assist college level golfers in furthering their skills and knowledge which will lead to optimum golf performance at the college level.

**HPE 101AN****Beginning Varsity Tennis I**  
1 credit

*GE category: AAS degree only*  
*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

Designed to assist college level tennis players in furthering their skills and knowledge which will lead to optimum tennis performance at the college level.

**HPE 101AO****Beginning Physioball I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Offered in Gila County only*  
*Activity/Personal Enrichment*

Designed to assist the student in learning basic skills and stability on an exercise ball.

**HPE 101AP****Pilates for Fun and Fitness I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*

This course is designed for the student to develop strength, flexibility and centering by utilizing proper Pilates technique. Also, this course is designed to increase community awareness of various methods for the achievement of wellness and life-long fitness.

**HPE 101AU****Beginning Mixed Martial Arts I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Offered in Gila County only*  
*Activity/Personal Enrichment*

Designed to assist the student in learning basic skills and stability through mastery of the mixed martial arts.

**HPE 101AY****Beginning Hatha Yoga I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*

This course is designed to give the student an understanding of yoga basics for proper breathing

and spinal health. The student will learn elementary steps toward meditation to relax and calm the mind using 20 to 30 basic poses and variations thereof.

**HPE 101AZ****Beginning Chi Gong I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Offered in Gila County only*  
*Activity/Personal Enrichment*

This course is an introduction to the movement of ancient Chinese Chi Gong and its philosophy and meditation in movement and preventive medicine.

**HPE 101BA****Beginning Swim Aerobics I**  
1 credit

*GE category: AAS degree only*  
*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

Designed to assist the student in developing overall physical fitness.

**HPE 101BB****Beginning Strength and Flexibility Training I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*

Designed to increase both upper and lower body strength and total flexibility using a combination of resistance training and flexibility training.

**HPE 101BC****Beginning Power Walking I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*

Designed to give students the opportunity to learn warm-up, jog, run and cool down using the proper stretching and power walking techniques.

**HPE 101BD****Beginning Softball I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*

Designed to teach the fundamentals of the game of softball including rules, hitting, throwing, catching and fielding.

**HPE 102****Beginning Physical Activities II**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*

Continuation of HPE 101.

### **HPE 102C** **Beginning Body Conditioning II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 101C  
Designed to assist the student in developing the basic skills and knowledge in body conditioning.

### **HPE 102D** **Beginning Bowling II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 101D  
Designed to assist the student in learning the basic skills and knowledge which lead to optimum bowling performance. An additional fee is required.

### **HPE 102F** **Beginning Football II**

1 credit  
GE category: AAS degree only  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Prerequisite: HPE 101F  
A study of the game of football including fundamental techniques: offensive, defensive and special teams strategies, rules and a brief history of the game. To develop and enhance competitive football techniques and skills and to prepare student for competition.

### **HPE 102G** **Beginning Golf II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 101G  
Designed to assist the student in learning the basic skills and knowledge which lead to optimum golfing performance. An additional fee is required.

### **HPE 102I** **Beginning Jogging II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 101I  
Designed to give students the opportunity to learn warm-up, jog, run, and cool-down using the proper stretching and running techniques.

### **HPE 102J** **Beginning Jogging-Hiking II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 101J  
Designed to assist student learning the basic skills and knowledge for jogging and hiking.

### **HPE 102N** **Beginning Poms and Cheers II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 101N  
This course is designed to teach safety techniques involved in cheerleading and spirit leading, including jumps, lifts, stunts, pyramids and tosses. This course provides additional conditioning throughout the athletic seasons for participation at athletic events.

### **HPE 102O** **Beginning Racquetball II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 101O  
To develop racquetball skills, knowledge of the rules of the game that can be demonstrated during competition and to increase level of physical fitness.

### **HPE 102Q** **Beginning Swimming II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 101Q  
To learn basic swimming techniques and strokes. Practice four competitive swim strokes and introduce basic life saving techniques.

### **HPE 102U** **Beginning Tennis II**

1 credit  
GE category: AAS degree only  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Prerequisite: HPE 101U  
Designed to assist the student in learning the basic skills and knowledge which lead to optimum tennis performance.

### **HPE 102X** **Beginning Volleyball II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 101X  
Designed to develop physical fitness and volleyball skills that may be demonstrated in competition and games.

### **HPE 102Y** **Beginning Weights II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 101Y  
Weight lifting class designed to increase body strength using free weights and universal weight equipment. Students will learn basic weight lifting techniques and lifts to target particular muscle groups. Students will also learn a lifetime physical fitness skill to increase their level of fitness.

### **HPE 102AA** **Beginning Baseball II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 101AA  
A study of the game of baseball including fundamental techniques, rules and a brief history of the game.

### **HPE 102AB** **Beginning Varsity Baseball II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 101AB  
A study of the game of baseball including fundamental techniques, offensive and defensive strategies, rules and a brief history of the game. To develop and enhance competitive baseball techniques and skills and to prepare student for competition.

### **HPE 102AC** **Beginning Basketball II**

1 credit  
GE category: AAS degree only  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Prerequisite: HPE 101AC  
This course is designed to teach students the fundamentals of basketball, prepare them to participate in competition and understand the basic offensive and defensive strategies of the game.

### **HPE 102AD** **Beginning Varsity Football II**

1 credit  
GE category: AAS degree only  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Prerequisite: HPE 101AD  
A study of the game of football including fundamental techniques, offensive and defensive strategies, rules and a brief history of the game. To develop and enhance competitive football techniques and skills to prepare students for competition.

### **HPE 102AE** **Beginning Varsity Softball II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 101AE  
Develop physical fitness and softball skills that may be demonstrated in competition and games. To teach an understanding of the rules of softball, techniques used which include hitting, throwing and catching; offensive and defensive strategies.

### **HPE 102AF** **Beginning Varsity Volleyball II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 101AF  
Designed to develop physical fitness and volleyball skills that may be demonstrated in competition and games.

### **HPE 102AG** **Beginning Varsity Basketball II**

1 credit  
GE category: AAS degree only  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Prerequisite: HPE 101AG  
This course is designed to teach students the game of basketball, offensive and defensive strategies of the game of basketball, and to prepare them to participate in competition.

### **HPE 102AJ** **Beginning Aerobics II**

1 credit  
GE category: AAS degree only  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Prerequisite: HPE 101AJ  
Designed to assist the student in developing overall physical fitness.

**HPE 102AM****Beginning Varsity Golf II**

1 credit

GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment  
Prerequisite: HPE 101AM

Designed to assist college level golfers in furthering their skills and knowledge which will lead to optimum golf performance at the college level.

**HPE 102AN****Beginning Varsity Tennis II**

1 credit

GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment  
Prerequisite: HPE 101AN

Designed to assist college level tennis players in furthering their skills and knowledge which will lead to optimum tennis performance at the college level.

**HPE 102AO****Beginning Physioball II**

1 credit

GE category: AAS degree only  
Offered upon request  
Offered in Gila County only

Activity/Personal Enrichment  
Prerequisite: HPE 101AO

Designed to assist the student in learning basic skills and stability on an exercise ball.

**HPE 102AP****Pilates for Fun and Fitness II**

1 credit

GE category: AAS degree only  
Offered upon request

Activity/Personal Enrichment  
Prerequisite: HPE 101AP

This course is designed for the student to develop strength, flexibility and centering by utilizing proper Pilates technique. Also, this course is designed to increase community awareness of various methods for the achievement of wellness and life-long fitness.

**HPE 102AY****Beginning Hatha Yoga II**

1 credit

GE category: AAS degree only  
Offered upon request

Activity/Personal Enrichment  
Prerequisite: HPE 101AY

This course is designed to give the student an understanding of yoga basics for proper breathing and spinal health. The student will learn elementary steps toward meditation to relax and calm the mind using 20 to 30 basic poses and variations thereof.

**HPE 102BA****Beginning Swim Aerobics II**

1 credit

GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment  
Prerequisite: HPE 101BA

Designed to assist the student in developing overall physical fitness.

**HPE 102BB****Beginning Strength and Flexibility Training II**

1 credit

GE category: AAS degree only  
Offered upon request

Activity/Personal Enrichment  
Prerequisite: HPE 101BB

Designed to increase both upper and lower body strength and total flexibility using a combination of resistance training and flexibility training.

**HPE 102BC****Beginning Power Walking II**

1 credit

GE category: AAS degree only  
Offered upon request

Activity/Personal Enrichment  
Prerequisite: HPE 101BC

Designed to give students the opportunity to learn warm-up, jog, run and cool down using the proper stretching and power walking techniques.

**HPE 102BD****Beginning Softball II**

1 credit

GE category: AAS degree only  
Offered upon request

Activity/Personal Enrichment  
Prerequisite: HPE 101BD

Designed to teach the fundamentals of the game of softball including rules, hitting, throwing, catching and fielding.

**HPE 104****Physical Conditioning and Assessment I**

1/2 to 2 credits

GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment  
Prerequisite: Minimum age 13

Individualized, computerized 30-minute total body workout program designed to improve cardiovascular efficiency, joint flexibility and muscular strength. This program is designed to reduce resting heart rate, percent of body fat, and will aid in lowering levels of stress and blood pressure.

**HPE 105****Physical Conditioning and Assessment II**

1/2 to 2 credits

GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment  
Prerequisite: HPE 104

Individualized, computerized 30-minute total body workout program designed to improve cardiovascular efficiency, joint flexibility and muscular strength. This program is designed to reduce resting heart rate, percent of body fat, and will aid in lowering levels of stress and blood pressure.

**HPE 107****Personal Training**

3 credits

Offered upon request  
Prerequisite: Concurrent enrollment in HPE 104 or HPE 105 or HPE 204 or HPE 205

This course is designed to develop an understanding of the principles of strength and fitness training, including fitness evaluation, exercise prescription, special populations, nutrition and the scientific foundations of continued learning required in an ever-changing field. It will also provide a hands-on application of these principles.

**HPE 140****Introduction to Fitness and Sports Medicine I**

1 credit

Offered every fall semester  
Activity/Personal Enrichment

This course is designed to allow on-field observations of student athletes participation in various fitness and athletic events as associated with sports medicine.

**HPE 141****Introduction to Fitness and Sports Medicine II**

1 credit

Offered every spring semester  
Activity/Personal Enrichment  
Prerequisite: HPE 140

This course is designed to allow clinical observation of post surgery/trauma rehabilitation and sport specific interventions.

**HPE 155****Methods of Coaching Basketball**

2 credits

Offered upon request  
Activity/Personal Enrichment

Prepare students to be able to coach basketball.

**HPE 163****Theory and Practice of Football**

2 credits

GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment

A study of the fundamental techniques of team play, game strategy, rules, coaching principles and organizational methods.

**HPE 165****Theory and Practice of Baseball**

2 credits

GE category: AAS degree only  
Offered every fall semester  
Activity/Personal Enrichment

A study of the fundamental techniques of team play and strategy stressing rules, coaching principles and organizational methods.

**HPE 167****Theory and Practice of Softball**

2 credits

GE category: AAS degree only  
Offered every fall semester  
Activity/Personal Enrichment

A study of the fundamental techniques of team play and strategy stressing rules, coaching principles, and organizational methods.

**HPE 169****Theory and Practice of Basketball**

2 credits

GE category: AAS degree only  
Offered every spring semester

A study of the fundamental techniques of team play and strategy stressing rules, coaching principles and organizational methods.

**HPE 170****Lifeguard Training**

2 credits

GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment

The objective of the course is to teach students the skills and knowledge an individual requires to properly assume lifeguarding responsibilities at a swimming pool, waterpark, or a nonsurf water beach.

**HPE 172**  
**Water Safety Instruction**  
2 credits

*Offered upon request*

Includes a review of water courses the student will be eligible to teach. Teaching methods relative to those courses, general information for instructors, and practice teaching. Whenever possible, practice teaching will be done in actual swimming courses, rather than peer-group simulation of class situations. Swimming skills practices.

**HPE 174A**  
**Scuba Diving**  
1 credit

*Offered upon request*  
*Offered in Gila County only*  
*Activity/Personal Enrichment*

Fundamentals of safe scuba diving with emphasis on theory of diving mechanics, physics, physiology and safe practices. This course does not include actual diving and is confined to classroom instruction only.

**HPE 180**  
**Introduction to Leadership I**  
1 credit

*Offered upon request*  
*Activity/Personal Enrichment*

An introduction to teamwork skills including an overview of basic principles as well as assessment and implementation strategies.

**HPE 181**  
**Introduction to Leadership II**  
1 credit

*Offered upon request*  
*Activity/Personal Enrichment*  
*Prerequisite: HPE 180*

To develop and enhance leadership techniques and skills and to prepare students to be leaders.

**HPE 190**  
**First Aid and CPR**  
2 credits

*Offered upon request*

Presents skills and techniques that teach you both rules and important exceptions in first aid emergencies. The student will learn to follow the emergency action principles. Required for PE majors. Identical to EMT 122.

**HPE 201**  
**Advanced Physical Activities I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*

Sections provided in a variety of activities.

**HPE 201C**  
**Advanced Body Conditioning I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*  
*Prerequisite: HPE 102C*

Designed to assist the student in developing the basic skills and knowledge in body conditioning.

**HPE 201D**  
**Advanced Bowling I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*  
*Prerequisite: HPE 102D*

Designed to assist the student in learning the basic skills and knowledge which lead to optimum bowling performance. An additional fee is required.

**HPE 201F**  
**Advanced Football I**  
1 credit

*GE category: AAS degree only*  
*Offered every fall and spring semester*  
*Activity/Personal Enrichment*  
*Prerequisite: HPE 102F*

A study of the game of football including fundamental techniques: offensive, defensive and special teams strategies, rules and a brief history of the game. To develop and enhance competitive football techniques and skills and to prepare student for competition.

**HPE 201G**  
**Advanced Golf I**  
1 credit

*GE category: AAS degree only*  
*Offered every fall and spring semester*  
*Activity/Personal Enrichment*  
*Prerequisite: HPE 102G*

Designed to assist the student in learning the basic skills and knowledge which lead to optimum golfing performance. An additional fee is required.

**HPE 201I**  
**Advanced Jogging I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*  
*Prerequisite: HPE 102I*

Designed to give students the opportunity to learn warm-up, jog, run, and cool-down using the proper stretching and running techniques.

**HPE 201J**  
**Advanced Jogging-Hiking I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*  
*Prerequisite: HPE 102J*

Designed to assist student learning the basic skills and knowledge for jogging and hiking.

**HPE 201N**  
**Advanced Poms and Cheers I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*  
*Prerequisite: HPE 102N*

This course is designed to teach safety techniques involved in cheerleading and spirit leading, including jumps, lifts, stunts, pyramids and tosses. This course provides additional conditioning throughout the athletic seasons for participation at athletic events.

**HPE 201O**  
**Advanced Racquetball I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*  
*Prerequisite: HPE 102O*

To develop racquetball skills, knowledge of the rules of the game that can be demonstrated during competition and to increase level of physical fitness.

**HPE 201Q**  
**Advanced Swimming I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*  
*Prerequisite: HPE 102Q*

To learn basic swimming techniques and strokes. Practice four competitive swim strokes and introduce basic life saving techniques.

**HPE 201U**  
**Advanced Tennis I**  
1 credit

*GE category: AAS degree only*  
*Offered every fall and spring semester*  
*Activity/Personal Enrichment*  
*Prerequisite: HPE 102U*

Designed to assist the student in learning the basic skills and knowledge which lead to optimum tennis performance.

**HPE 201X**  
**Advanced Volleyball I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*  
*Prerequisite: HPE 102X*

Designed to develop physical fitness and volleyball skills that may be demonstrated in competition and games.

**HPE 201Y**  
**Advanced Weights I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*  
*Prerequisite: HPE 102Y*

Weight lifting class designed to increase body strength using free weights and universal weight equipment. Students will learn basic weight lifting techniques and lifts to target particular muscle groups. Students will also learn a lifetime physical fitness skill to increase their level of fitness.

**HPE 201AA**  
**Advanced Baseball I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*  
*Prerequisite: HPE 102AA*

A study of the game of baseball including fundamental techniques, rules and a brief history of the game.

**HPE 201AB**  
**Advanced Varsity Baseball I**  
1 credit

*GE category: AAS degree only*  
*Offered upon request*  
*Activity/Personal Enrichment*  
*Prerequisite: HPE 102AB*

A study of the game of baseball including fundamental techniques, offensive and defensive strategies, rules and a brief history of the game. To develop and enhance competitive baseball techniques and skills and to prepare student for competition.

**HPE 201AC**  
**Advanced Basketball I**  
1 credit

*GE category: AAS degree only*  
*Offered every fall and spring semester*  
*Activity/Personal Enrichment*  
*Prerequisite: HPE 102AC*

This course is designed to teach students the fundamentals of basketball, prepare them to participate in competition and understand the basic offensive and defensive strategies of the game.

**HPE 201AD****Advanced Varsity Football I**  
1 credit

GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment  
Prerequisite: HPE 102AD

A study of the game of football including fundamental techniques, offensive and defensive strategies, rules and a brief history of the game. To develop and enhance competitive football techniques and skills to prepare students for competition.

**HPE 201AE****Advanced Varsity Softball I**  
1 credit

GE category: AAS degree only  
Offered upon request

Activity/Personal Enrichment  
Prerequisite: HPE 102AE

Develop physical fitness and softball skills that may be demonstrated in competition and games. To teach an understanding of the rules of softball, techniques used which include hitting, throwing and catching; offensive and defensive strategies.

**HPE 201AF****Advanced Varsity Volleyball I**  
1 credit

GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 102AF

Designed to develop physical fitness and volleyball skills that may be demonstrated in competition and games.

**HPE 201AG****Advanced Varsity Basketball I**  
1 credit

GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment  
Prerequisite: HPE 102AG

This course is designed to teach students the game of basketball, offensive and defensive strategies of the game of basketball and to prepare them to participate in competition.

**HPE 201AJ****Advanced Aerobics I**  
1 credit

GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment  
Prerequisite: HPE 102AJ

Designed to assist the student in developing overall physical fitness.

**HPE 201AM****Advanced Varsity Golf I**  
1 credit

GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment  
Prerequisite: HPE 102AM

Designed to assist college level golfers in furthering their skills and knowledge which will lead to optimum golf performance at the college level.

**HPE 201AN****Advanced Varsity Tennis I**  
1 credit

GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment  
Prerequisite: HPE 102AN

Designed to assist college level tennis players in furthering their skills and knowledge which will lead to optimum tennis performance at the college level.

**HPE 201AY****Advanced Hatha Yoga I**  
1 credit

GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 102AY

This course is designed to give the student an understanding of yoga basics for proper breathing and spinal health. The student will learn elementary steps toward meditation to relax and calm the mind using 20 to 30 basic poses and variations thereof.

**HPE 201BA****Advanced Swim Aerobics I**  
1 credit

GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment  
Prerequisite: HPE 102BA

Designed to assist the student in developing overall physical fitness.

**HPE 201BB****Advanced Strength and Flexibility Training I**  
1 credit

GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 102BB

Designed to increase both upper and lower body strength and total flexibility using a combination of resistance training and flexibility training.

**HPE 201BC****Advanced Power Walking I**  
1 credit

GE category: AAS degree only  
Offered upon request

Activity/Personal Enrichment  
Prerequisite: HPE 102BC

Designed to give students the opportunity to learn warm-up, jog, run and cool down using the proper stretching and power walking techniques.

**HPE 201BD****Advanced Softball I**  
1 credit

GE category: AAS degree only  
Offered upon request

Activity/Personal Enrichment  
Prerequisite: HPE 102BD

Designed to teach the fundamentals of the game of softball including rules, hitting, throwing, catching, and fielding.

**HPE 202****Advanced Physical Activities II**  
1 credit

GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment

Continuation of HPE 201.

**HPE 202C****Advanced Body Conditioning II**  
1 credit

GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 201C

Designed to assist the student in developing the basic skills and knowledge in body conditioning.

**HPE 202D****Advanced Bowling II**  
1 credit

GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 201D

Designed to assist the student in learning the basic skills and knowledge which lead to optimum bowling performance. An additional fee is required.

**HPE 202F****Advanced Football II**  
1 credit

GE category: AAS degree only  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Prerequisite: HPE 201F

A study of the game of football including fundamental techniques: offensive, defensive and special teams strategies, rules and a brief history of the game. To develop and enhance competitive football

techniques and skills and to prepare student for competition.

**HPE 202G****Advanced Golf II**  
1 credit

GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment  
Prerequisite: HPE 201G

Designed to assist the student in learning the basic skills and knowledge which lead to optimum golfing performance. An additional fee is required.

**HPE 202I****Advanced Jogging II**  
1 credit

GE category: AAS degree only  
Offered upon request

Activity/Personal Enrichment  
Prerequisite: HPE 201I

Designed to give students the opportunity to learn warm-up, jog, run, and cool-down using the proper stretching and running techniques.

**HPE 202J****Advanced Jogging-Hiking II**  
1 credit

GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 201J

Designed to assist student learning the basic skills and knowledge for jogging and hiking.

**HPE 202N****Advanced Poms and Cheers II**  
1 credit

GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 201N

This course is designed to teach safety techniques involved in cheerleading and spirit leading, including jumps, lifts, stunts, pyramids and tosses. This course provides additional conditioning throughout the athletic seasons for participation at athletic events.

**HPE 202O****Advanced Racquetball II**  
1 credit

GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 201O

To develop racquetball skills, knowledge of the rules of the game that can be demonstrated during competition and to increase level of physical fitness.

**HPE 202Q****Advanced Swimming II**

1 credit

*GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment**Prerequisite: HPE 201Q*

To learn basic swimming techniques and strokes. Practice four competitive swim strokes and introduce basic life saving techniques.

**HPE 202U****Advanced Tennis II**

1 credit

*GE category: AAS degree only**Offered every fall and spring semester**Activity/Personal Enrichment**Prerequisite: HPE 201U*

Designed to assist the student in learning the basic skills and knowledge which lead to optimum tennis performance.

**HPE 202X****Advanced Volleyball II**

1 credit

*GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment**Prerequisite: HPE 201X*

Designed to develop physical fitness and volleyball skills that may be demonstrated in competition and games.

**HPE 202Y****Advanced Weights II**

1 credit

*GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment**Prerequisite: HPE 201Y*

Weight lifting class designed to increase body strength using free weights and universal weight equipment. Students will learn basic weight lifting techniques and lifts to target particular muscle groups. Students will also learn a lifetime physical fitness skill to increase their level of fitness.

**HPE 202AA****Advanced Baseball II**

1 credit

*GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment**Prerequisite: HPE 201AA*

A study of the game of baseball including fundamental techniques, rules, and a brief history of the game.

**HPE 202AB****Advanced Varsity Baseball II**

1 credit

*GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment**Prerequisite: HPE 201AB*

A study of the game of baseball including fundamental techniques, offensive and defensive strategies, rules and a brief history of the game. To develop and enhance competitive baseball techniques and skills and to prepare student for competition.

**HPE 202AC****Advanced Basketball II**

1 credit

*GE category: AAS degree only**Offered every fall and spring semester**Activity/Personal Enrichment**Prerequisite: HPE 201AC*

This course is designed to teach students the fundamentals of basketball, prepare them to participate in competition and understand the basic offensive and defensive strategies of the game.

**HPE 202AD****Advanced Varsity Football II**

1 credit

*GE category: AAS degree only**Offered every fall and spring semester**Activity/Personal Enrichment**Prerequisite: HPE 201AD*

A study of the game of football including fundamental techniques, offensive and defensive strategies, rules and a brief history of the game. To develop and enhance competitive football techniques and skills to prepare students for competition.

**HPE 202AE****Advanced Varsity Softball II**

1 credit

*GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment**Prerequisite: HPE 201AE*

Develop physical fitness and softball skills that may be demonstrated in competition and games. To teach an understanding of the rules of softball, techniques used which include hitting, throwing and catching; offensive and defensive strategies.

**HPE 202AF****Advanced Varsity Volleyball II**

1 credit

*GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment**Prerequisite: HPE 201AF*

Designed to develop physical fitness and volleyball skills that may be demonstrated in competition and games.

**HPE 202AG****Advanced Varsity Basketball II**

1 credit

*GE category: AAS degree only**Offered every fall and spring semester**Activity/Personal Enrichment**Prerequisite: HPE 201AG*

This course is designed to teach students the game of basketball, offensive and defensive strategies of the game of basketball and to prepare them to participate in competition.

**HPE 202AJ****Advanced Aerobics II**

1 credit

*GE category: AAS degree only**Offered every fall and spring semester**Activity/Personal Enrichment**Prerequisite: HPE 201AJ*

Designed to assist the student in developing overall physical fitness.

**HPE 202AM****Advanced Varsity Golf II**

1 credit

*GE category: AAS degree only**Offered every fall and spring semester**Activity/Personal Enrichment**Prerequisite: HPE 201AM*

Designed to assist college level golfers in furthering their skills and knowledge which will lead to optimum golf performance at the college level.

**HPE 202AN****Advanced Varsity Tennis II**

1 credit

*GE category: AAS degree only**Offered every fall and spring semester**Activity/Personal Enrichment**Prerequisite: HPE 201AN*

Designed to assist college level tennis players in furthering their skills and knowledge which will lead to optimum tennis performance at the college level.

**HPE 202AY****Advanced Hatha Yoga II**

1 credit

*GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment**Prerequisite: HPE 201AY*

This course is designed to give the student an understanding of yoga basics for proper breathing and spinal health. The student will learn elementary steps toward meditation to relax and calm the mind using 20 to 30 basic poses and variations thereof.

**HPE 202BA****Advanced Swim Aerobics II**

1 credit

*GE category: AAS degree only**Offered every fall and spring semester**Activity/Personal Enrichment**Prerequisite: HPE 201BA*

Designed to assist the student in developing overall physical fitness.

**HPE 202BB****Advanced Strength and Flexibility Training II**

1 credit

*GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment**Prerequisite: HPE 201BB*

Designed to increase both upper and lower body strength and total flexibility using a combination of resistance training and flexibility training.

**HPE 202BC****Advanced Power Walking II**

1 credit

*GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment**Prerequisite: HPE 201BC*

Designed to give students the opportunity to learn warm-up, jog, run and cool down using the proper stretching and power walking techniques.

**HPE 202BD****Advanced Softball II**

1 credit

*GE category: AAS degree only**Offered upon request**Activity/Personal Enrichment**Prerequisite: HPE 201BD*

Designed to teach the fundamentals of the game of softball including rules, hitting, throwing, catching and fielding.

### **HPE 204** **Physical Conditioning and Assessment III**

1/2 to 2 credits  
GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment  
Prerequisite: HPE 105

Individualized, computerized 30-minute total body workout program designed to improve cardiovascular efficiency, joint flexibility and muscular strength. This program is designed to reduce resting heart rate, percent of body fat, and will aid in lowering levels of stress and blood pressure.

### **HPE 205** **Physical Conditioning and Assessment IV**

1/2 to 2 credits  
GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment  
Prerequisite: HPE 204

Individualized, computerized 30-minute total body workout program designed to improve cardiovascular efficiency, joint flexibility and muscular strength. This program is designed to reduce resting heart rate, percent of body fat, and will aid in lowering levels of stress and blood pressure.

### **HPE 210** **Introduction to Exercise Science and Physical Education**

3 credits  
Offered every spring semester

An introduction to the disciplines and professions associated with exercise science/physical education including an overview of historical and philosophical foundations.

### **HPE 211** **Professional Activities - Weight Training**

2 credits  
Offered upon request  
Activity/Personal Enrichment

Introduction to basic resistance training principles. This includes history, anatomy, physiology, biomechanics, weight training principles and concepts, program development, and assessment.

### **HPE 212** **Professional Activities - Aerobic Fitness**

2 credits  
Offered every spring semester  
Activity/Personal Enrichment

Introduction to basic aerobic fitness principles which includes history, cardio respiratory anatomy, aerobic fitness concepts, program development, and assessment.

### **HPE 220** **Professional Activity I**

3 credits  
Offered fall semester in odd-numbered years

Assists the student in learning the skills and teaching methods for golf, football, and basketball. It includes basic techniques, methods, rules, and strategies.

### **HPE 221** **Professional Activity II**

3 credits  
Offered spring semester in even-numbered years

Assists the student in learning the skills and teaching methods for badminton, soccer, track and field. It includes basic techniques, methods, rules, and strategies.

### **HPE 222** **Professional Activity III**

3 credits  
Offered spring semester in odd-numbered years

Assists the student in learning the skills and teaching methods for tennis, softball and racquetball. It includes basic techniques, methods, rules, and strategies.

### **HPE 223** **Professional Activity IV**

3 credits  
Offered fall semester in even-numbered years

Assists the student in learning the skills and teaching methods for swimming, volleyball, and archery. It includes basic techniques, methods, rules, and strategies.

### **HPE 240** **Introduction to Fitness and Sports Medicine III**

1 credit  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 141

Course is designed to allow application of techniques observed for the GIFT Program: Sports Medicine and Rehabilitative Therapies.

### **HPE 241** **Introduction to Fitness and Sports Medicine IV**

1 credit  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 240

Course is designed to allow clinical application for the GIFT Program: Intro to Fitness and Sports Medicine.

### **HPE 262A** **Officiating: Volleyball**

1 credit  
Offered upon request

Rules and mechanics of officiating; training for prospective officials.

### **HPE 262B** **Officiating: Basketball**

1 credit  
Offered upon request

Rules and mechanics of officiating; training for prospective officials.

### **HPE 262C** **Officiating: Baseball/Softball**

1 credit  
Offered upon request

Rules and mechanics of officiating; training for prospective officials.

### **HPE 270** **Introduction to Sports Medicine**

3 credits  
Offered upon request

Introductory course designed to provide insight into the athletic training profession: emergency care, daily training room procedures, etc.

### **HPE 272** **Introduction to Rehabilitative Techniques**

3 credits  
Offered upon request

This course will introduce the student to rehabilitation. Rehabilitation consists of treatment and education designed to help injured patients regain maximum function, a sense of well-being, and the highest level of independence possible. True rehabilitation consists of both psychological and physical recovery.

### **HPE 274** **Sports Nutrition**

3 credits  
Offered upon request

Examination of the relationship between nutrition and the human body. Includes introduction to nutrition, food habits, nutritional components, food selection, nutritional assessment, eating disorders, and using your knowledge.

### **HPE 276** **Sports Psychology**

3 credits  
Offered upon request

Examination of psychological factors that influence sport performance and coaching behaviors and the psychological effects that sport and exercise involvement have on the participant. Includes an introduction

to sport psychology and sport history, psychological principles of behavioral development and control, social psychological dimensions of sport and exercise, personality assessment, the study of special athletic populations, coaching roles and behavior, and exercise psychology.

### **HPE 278** **Kinetic Anatomy**

3 credits  
Offered upon request

Examination of anatomical factors that will enhance "hands-on" experiences, teach anatomical structures, present common anatomical conditions, provide basic vocabulary of anatomy.

### **HPE 280** **Introduction to Leadership III**

1 credit  
Offered upon request  
Activity/Personal Enrichment

An introduction to leadership skills including an overview of basic principles as well as assessment and implementation strategies.

### **HPE 282** **High Adventure Leadership**

2 credits  
Offered every fall and spring semester  
Activity/Personal Enrichment

We will use an outdoor setting, leadership modules, and student teaching to facilitate the acquisition of leadership skills. Students will have the opportunity to exhibit these skills through planning and carrying out a high adventure activity within a group setting. Class attendance and participation are vital to this learning process.

### **HPE 292** **Athletic Training Practicum I**

3 credits  
Offered upon request

To teach and evaluate competencies in acute care of injury and illness, assessment and evaluation, general medical conditions, health care administration, nutritional aspects of injury and illness, pharmacology, professional development and responsibilities, risk management and injury prevention, therapeutic exercise, and therapeutic modalities.

### **HPE 293** **Athletic Training Practicum II**

3 credits  
Offered upon request

To teach and evaluate competencies in acute care of

injury and illness, assessment and evaluation, general medical conditions, health care administration, nutritional aspects of injury and illness, pharmacology, professional development and responsibilities, risk management and injury prevention, therapeutic exercise, and therapeutic modalities.

### **HPE 294** **Athletic Training Practicum III**

3 credits

*Offered upon request*

To teach and evaluate competencies in acute care of injury and illness, assessment and evaluation, general medical conditions, health care administration, nutritional aspects of injury and illness, pharmacology, professional development and responsibilities, risk management and injury prevention, therapeutic exercise, and therapeutic modalities.

### **HPE 295** **Athletic Training Practicum IV**

3 credits

*Offered upon request*

To teach and evaluate competencies in acute care of injury and illness, assessment and evaluation, general medical conditions, health care administration, nutritional aspects of injury and illness, pharmacology, professional development and responsibilities, risk management and injury prevention, therapeutic exercise, and therapeutic modalities.

### **HPE 298** **Workshop**

1 to 3 credits

*Offered upon request*

*Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Health and Physical Education.

### **HPE 299** **Independent Study**

1 to 3 credits

*Offered upon request*

*Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

## **HEALTH CARE EDUCATION**

### **HCE 100** **Basic Health Care Concepts and Skills**

4 credits

*Offered upon request*

Introductory course for the

students who are interested in health occupations. Student learning will focus on health care systems, careers in health care, personal qualities of a health care worker, legal responsibilities, and basic knowledge and skills required in the health profession. This course is designed to prepare the student to enter the world of health occupations.

### **HCE 101** **Basic Life Support**

2 credits

*Offered every fall and spring semester*

This course is focused on basic life support as provided by a health care provider. The content includes patient assessment, airway management, cardiopulmonary resuscitation, shock, bleeding and wounds, body area injuries, poisoning, burns, cold and heat-related emergencies, bone injuries, medical emergencies, emergency childbirth and first aid skills.

### **HCE 108** **Preparing Therapeutic Diet**

2 credits

*Offered upon request*

This course is designed to develop an understanding of healthy cooking principles including food preparation for the prevention and control of lifestyle diseases like Type II diabetes, High Blood Pressure and High Cholesterol. Students will take an active role in their learning process by formulating and learning to read labels, creating menu plans, cooking meals, and sharing their information and discoveries with the class.

### **HCE 112** **Medical Terminology**

2 credits

*Offered upon request*

This course is designed to give direction to the beginning allied health student who has very little experience in scientific or medical subjects. The content includes study of medical terms using a programmed learning, word-building system approach as well as the study of allied health professions, medical abbreviations and symbols, review of basic grammar as it relates to medical terminology, and introduction to basic body structures. Emphasis in the course will be determined by assessing individual and group needs and providing private consultation as well as group instruction to meet those needs.

### **HCE 114** **Math for Medications**

2 credits

*Offered upon request*

This course is an introductory course for reading medication documents and accurate calculation of dosages and solutions. The content includes review of basic math, systems of measurement, introduction to medication administration and dosage calculation.

### **HCE 115** **Pharmacy Calculations**

2 credits

*Offered upon request*

This course includes mathematical concepts for pharmaceutical calculations. Emphasis is on using ratios, percents, and proportions in dosage equations; applying metric measurements in ratios and proportions; preparing pharmaceutical solutions; using business math in the pharmacy; and understanding the apothecary system.

### **HCE 116** **Medical Dosage Calculations**

2 credits

*Offered upon request*

This course involves reading medication documents and accurate calculation of medical dosages and solutions. The content includes math review, systems of measurements, medication administrations, and dosage calculations.

### **HCE 120** **Medical Coding and Billing**

3 credits

*Offered upon request*

This course is focused on knowledge necessary to perform medical assistant's administrative duties. The content includes introduction to medical assisting and health profession, ethics, safety, and security in the medical office, integrated administrative procedures, health insurance, medical coding and billing.

### **HCE 130** **Medical Assisting: Administrative Competencies**

4 credits

*Offered upon request*

This course is focused on knowledge necessary to perform medical assistant's administrative duties. The content includes introduction to medical assisting and health profession, ethics, safety, and security in the medical office, integrated administrative procedures, health insurance, medical coding and billing.

### **HCE 140** **Diabetes Awareness**

2 credits

*Offered upon request*

This course will teach the purpose, role, and function of the Community Health Advocate and will provide an overview of diabetes, including types, symptoms, effects, risk factors, and history of diabetes. Traditional ways of maintaining well-being and nutritional concerns related to diabetes will be studied.

### **HCE 141** **Diabetes Prevention and Control**

3 credits

*Offered upon request*

This course teaches preventative health care practices for the control of primary, secondary, and tertiary forms of diabetes. Study will include methods of reducing risk and managing effects of diabetes, including financial, community, and medical resources to support the diabetic patient.

### **HCE 142** **Diabetic Advocacy**

3 credits

*Offered upon request*

This course teaches the characteristics of an effective transcultural community health advocate, including communication skills and educational methodologies and tools for working with diabetic patients and their families and community resources for the diabetic patient. Includes 50 hours of service learning experience in a healthcare setting.

### **HCE 150** **Practice Medical Coding and Billing**

3 credits

*Offered upon request*

This course is focused on skills necessary to perform medical coding and billing duties. The student will practice in a medical office or a computer simulation of a medical office regarding integrated administrative procedures, medical coding, insurance billing and collection.

### **HCE 152** **Laboratory Assisting: Overview, Principles and Procedures**

4 credits

*Offered upon request*

*Prerequisite: HCE 186 with a grade of "C" or higher or concurrent enrollment in HCE 186*

Designed to prepare individuals to enter the health profession as a laboratory assistant. Emphasis is on the role of a laboratory

assistant, certification and regulatory agencies, process improvement, laboratory mathematics, documentation, legal implications, specimen integrity, principles and procedures for pre-analytical processing of laboratory specimens. Application of quality assurance, infection control, and laboratory safety. Performing specimen processing, pre-analytical processes, and point of care testing. Performing clerical and computer functions based on medico-legal guidelines for documentation.

### **HCE 156**

#### **Science for Allied Health**

4 credits

*Offered every spring semester*

Introduction to biology for the health professions. Includes principles of science, the chemistry of life, cell anatomy and physiology, cellular respiration, cellular reproduction, patterns of inheritance, embryonic development, and human tissues.

### **HCE 158**

#### **Laboratory Assisting Practicum I**

2 credits

*Offered upon request*

*Prerequisite: HCE 152 with a grade of "C" or higher or concurrent enrollment in HCE 152*

Practicum in laboratory assisting based in healthcare facilities. Adhering to quality assurance, quality control, infection control, and laboratory safety, students will perform clinical skills for pre-analytical processing of laboratory specimens, initial testing phases, and point-of-care testing using laboratory instrumentation, information systems, and supplies. Performing clerical and computer functions based on medico-legal guidelines for documentation.

### **HCE 159**

#### **Clinical Laboratory Operations**

2 credits

*Offered upon request*

Overview of laboratory services, laboratory professionals, and the role of a clinical laboratory technician. Understanding of health care reform, reimbursement, cost analysis, coding, credentialing, accreditation, and regulatory agencies. Emphasis on process improvement, laboratory mathematics, statistics, documentation, medico-legal implications, education, management and personnel, and specimen integrity. Application of pre-analytical, analytical, and post-analytical principles, infection control, and laboratory safety.

Recognition of acceptable quality control and quality management principles, phlebotomy principles, and lab equipment, and water purification. Includes information systems and information management in laboratories. Importance of professional growth, ethical conduct, communicating with the patient and public.

### **HCE 160**

#### **Medical Assisting: Clinical Competencies**

6 credits

*Offered upon request*

*Prerequisite: HCE 100 or NUR 100 or concurrent enrollment in HCE 100 or NUR 100*

This course is focused on knowledge necessary to perform clinical competencies as a medical assistant. The content includes emergency procedures and first aid, therapeutic approach, integrated clinical procedures, diagnostic procedures, and laboratory procedures.

### **HCE 170**

#### **Medical Assisting: Externship**

4 credits

*Offered upon request*

*Prerequisite: HCE 130 or HCE 160 or concurrent enrollment in HCE 130 or HCE 160*

Designed to provide for student attainment of the Entry-Level Competencies for Medical Assistant. Placement in an ambulatory care setting is required. In an actual work situation, students will perform both administrative and clinical competencies. Administrative competencies include perform clerical functions, perform bookkeeping procedures, and prepare special accounting entries. Clinical competencies include fundamental principles, specimen collection, diagnostic testing, and patient care. Transdisciplinary competencies will be integrated in both clinical and administrative areas. These include communication, legal concepts, patient instruction, and operational functions.

### **HCE 171**

#### **Introduction to Medical Pharmacology**

3 credits

*Offered upon request*

This course assists the pharmacy technician student in acquiring the drug knowledge and dispensing skills necessary to satisfy certification requirements and to secure employment as a pharmacy technician. Emphasis is placed on drug classes and the mechanisms of action so that students will

understand why certain drugs are prescribed for particular disease states.

### **HCE 174**

#### **Fundamentals of Pharmacy Practice**

2 credits

*Offered upon request*

This course introduces the basic concepts essential for pharmacy technicians. The concepts include: history of pharmacy practice; pharmacy laws and ethics; terminology and abbreviations; routes and dosage formulations; anatomy and physiology; top 20 drugs; community pharmacy operations; community pharmacy calculations; introduction to compounding; institutional pharmacy operations; institutional pharmacy calculations; and introduction to sterile products.

### **HCE 175**

#### **Sterile Products and Compounding**

4 credits

*Offered upon request*

This course introduces the concepts of sterile products, pharmaceutical compounding, and comprehensive review for national certification. It is designed for pharmacy technician students. The content includes introduction to sterile products and compounding; compounding practices and considerations; facilities, garb and equipment; aseptic calculations; properties of sterile products; aseptic technique; sterile product preparations such as total parenteral nutrition (TPN) and chemotherapy; compounding such as capsules, tablets, lozenges, troches, sticks, solutions, suspensions, emulsions, ointments, creams, pastes, and gels; ophthalmic, otic, and nasal preparations; and quality control and assurance. This course also includes a review of content in preparation for the national certification exam.

### **HCE 176**

#### **Pharmacy Practice for Technician**

2 credits

*Offered upon request*

*Prerequisite: HCE 174 or concurrent enrollment in HCE 174*

Designed to provide for student attainment of the entry-level competencies for Pharmacy Technician. Placement in various pharmacy settings is required. In an actual work situation, students will perform pharmacy technician competencies. Professional competencies may include selecting, counting, and pouring prescription medications; updating

patient profiles and preparing prescription labels; assisting with drug purchasing and inventory control; packaging medications in unit-dose or med-card form; mixing intravenous solutions and other specialized medications; and gathering data for pharmacists to use in monitoring drug therapy. Student must be 18 years of age or older and have high school diploma or GED to perform pharmacy technician duties in actual pharmacy settings. Pharmacy technician trainee license is required prior to placement in pharmacies. Instructor will assist in applying for trainee license.

### **HCE 178**

#### **Pharmacy Practice for Technician Review**

1 credit

*Offered upon request*

*Prerequisite: HCE 176 or concurrent enrollment in HCE 176*

Designed to provide for student attainment of the entry-level competencies for Pharmacy Technician. Placement in various pharmacy settings is required. Professional competencies may include selecting, counting, and pouring prescription medications; updating patient profiles and preparing prescription labels; assisting with drug purchasing and inventory control; packaging medications in unit-dose or med-card form; mixing intravenous solutions and other specialized medications; and gathering data for pharmacists to use in monitoring drug therapy.

### **HCE 180**

#### **Patient Care Technician**

4 credits

*Offered upon request*

*Prerequisite: NUR 100*

This course is focused on patient care services under supervision of an instructor. Students will learn knowledge and skills necessary to perform mid level nursing care to complex patients and recognize changes in patient conditions. Contents include but are not limited to infection control, sterile technique, wound care, urinary catheterization, venipuncture, EKG application, neurological observation and skills in assisting with physical and occupational therapy.

### **HCE 186**

#### **Phlebotomy and Clinical Laboratory**

2 credits

*Offered upon request*

The study of accurate, up to date, practical information and instruction in phlebotomy procedures and techniques, along with a

comprehensive background in phlebotomy theory and principles. Skill includes drawing blood, obtaining blood cultures, using Lancet or a MicroLance for a Microdraw or an infant heel stick, and measuring bleeding time. This course requires successful invasive intravenous draws including 10 draws using vacutainer system, 5 draws using butterfly system, and 5 fingersticks.

**HCE 188**  
**Electrocardiogram**  
2 credits  
*Offered upon request*

This course is focused on knowledge and skill necessary to perform electrocardiogram duties. The content includes basic anatomy and physiology of the cardiac, pulmonary, and vascular systems. Technique, equipment and supplies used in telemetry including information for interpreting rhythm strips will be covered.

**HCE 189**  
**Phlebotomy Certification Review**  
2 credits  
*Offered upon request*  
*Prerequisite: HCE 186*

This course provides comprehensive review of current phlebotomy theory, and study plan for phlebotomy licensing or national certification exams. It provides an opportunity for students to test their knowledge and application of current phlebotomy theory.

**HCE 190**  
**Human Body in Health and Disease**  
4 credits  
*Offered upon request*

This course encompasses the study of the basic concepts of human biology which includes anatomy, physiology, biochemistry, cytology, histology, pathology and related pharmacology. The contents include the structures and functions of the body, the chemistry of life, cells and tissues, organ systems of the body, mechanisms of disease in various systems of the body including related pharmacology, nutrition and metabolism, fluid and electrolyte balance, acid-base balance, and growth and development. Lab activities will be incorporated into the lectures. They will be designed to support or teach concept. This course is designed to meet the needs of students in a variety of health-related programs.

**HCE 225**  
**Medical Transcription**  
3 credits  
*Offered every fall and spring semester*

This course is designed to give the student a working knowledge of medical terminology and medical report formats used in transcription from taped medical dictation. Recommend keyboarding skills at 40 wpm. Identical to AIS 225.

**HCE 240**  
**Human Pathophysiology**  
4 credits  
*Offered every fall and spring semester*  
*Prerequisite: BIO 202 or concurrent enrollment in BIO 202 or instructor approval*

Chemical, biologic, biochemical, and psychological processes as a foundation for the understanding of alterations in health. The contents include basic concepts of disease process, altered status/growth and development, and pathophysiology of the human body systems. These may provide awareness of possible implications of certain aspects of diseases, current scientific advances and selected therapeutics.

**HCE 241**  
**Nutrition**  
3 credits  
*Offered upon request*

Scientific principles of human nutrition. Emphasis on health promotion and concepts for conveying accurate nutrition information in a professional setting. Addresses medical nutrition therapy principles for treatment of common health conditions. Includes exploration of food sources of nutrients, basic metabolism of nutrients in the human body, relationship between diet and other lifestyle factors, use of supplements, current recommendation for food selection throughout the life cycle and use of nutrition tools for planning food intake or assessment of nutritional status.

**HCE 258**  
**Laboratory Assisting Practicum II**  
2 credits  
*Offered upon request*  
*Prerequisite: HCE 152 with a grade of "C" or higher*

Continuation of practicum in laboratory assisting. Students will perform with less supervision in clinical skills for pre-analytical processing of laboratory specimens, initial testing phases, adhering to quality assurance, quality control, infection control, and laboratory safety. Students

will practice more independently on microbiology and point-of-care testing using laboratory instrumentation, information systems, and supplies.

**HCE 297**  
**Workshop**  
1 to 6 credits  
*Offered upon request*  
*Activity/Personal Enrichment*  
Designed to meet a variety of needs for students in Allied Health.

**HCE 299**  
**Independent Study**  
1 to 6 credits  
*Offered upon request*  
*Activity/Personal Enrichment*  
Design and execution of original projects under faculty supervision.

## HISTORY

**HIS 101**  
**U.S. History I**  
3 credits  
*GE category: Social Sciences*  
*Offered every fall and spring semester*  
*Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

Colonial America and the United States from pre-Columbian era to 1877. This course of study includes units on discovery, colonization, the formation of the American Union, Constitutional principles, westward expansion, origins of north/south conflict, the Civil War and Reconstruction. Significant economic and social developments are placed in their historical context.

**HIS 102**  
**U.S. History II**  
3 credits  
*GE category: Social Sciences*  
*Offered every fall and spring semester*  
*Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

The United States since 1877. This course of study includes units on industrialization, the development of the west, the progressive era, World War I, the depression, World War II, the Cold War and recent American history. Significant economic and social developments are placed in their historical context.

**HIS 104**  
**Western Civilization I**  
3 credits  
*GE category: Social Sciences*  
*Offered every fall and spring semester*  
*Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*  
Survey and development of western thought, culture, and political history from ancient times to 1560.

**HIS 105**  
**Western Civilization II**  
3 credits  
*GE category: Social Sciences*  
*Offered every fall semester*  
*Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*  
Survey and development of western thought, culture, and political history from 1560 through present day.

**HIS 220**  
**History of Mexico**  
3 credits  
*GE category: Social Sciences*  
*Offered every spring semester*  
*Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*  
Survey of the political, economic, social, and cultural developments in the history of Mexico from Precolumbian times to the present.

**HIS 298**  
**Workshop**  
1 to 3 credits  
*Offered upon request*  
*Activity/Personal Enrichment*  
Designed to meet a variety of needs of students in History.

**HIS 299**  
**Independent Study**  
1 to 3 credits  
*Offered upon request*  
*Activity/Personal Enrichment*  
Design and execution of original projects under faculty supervision.

## HOTEL RESTAURANT MANAGEMENT

**HRM 110**  
**Safe Food Handling and Sanitation**  
3 credits  
*Offered upon request*  
*Offered in Gila County only*  
A study of personal cleanliness; sanitary practices in food

preparation; causes, investigation and control of illness caused by food contamination and work place sanitation standards.

### **HRM 120** **Hotel Facilities Management**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

This course provides an overview of the lodging management industry. The student will have the opportunity to explore hospitality careers, food service, restaurant organization, hotels and hotel organization, meeting industry, management and leadership, human resources, marketing and selling, marketing communications, management companies, and ethics in hospitality management.

### **HRM 130** **Culinary Math**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

This course is an opportunity to develop mathematical skills needed in the field of food service. Skills developed in this course are critical to controlling food costs and effective management.

### **HRM 140** **Food Production I**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

Concept related to preparation of hot foods, pantry, and bakery items for commercial kitchens. Emphasis on essential components and techniques of food production, food cost control, setting standards, ordering, and inventory.

## **INDUSTRIAL ARTS**

### **IAR 101** **Woodworking**

*2 to 3 credits*  
*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

History of wood technology, use of tools, safety, construction principles, introduction to wood finishes and other wood processes. Students will be charged for some supplies.

### **IAR 110** **Upholstery**

*3 credits*  
*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

The course includes construction practices in frames and bases, use of hand and power tools and the selection of finishes, fabrics,

and materials, and instruction in processes used in upholstery. Prior sewing experience is helpful but not required.

### **IAR 112** **Advanced Upholstery**

*3 credits*  
*Offered every fall and spring semester*  
*Activity/Personal Enrichment*  
*Prerequisite: IAR 110*

The course includes advanced study of upholstery processes, covering selection of finishes, fabrics and materials and technical solutions to problems in advanced practices.

### **IAR 120** **Machine Woodworking**

*2 to 3 credits*  
*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

Use of power tools, industrial applications, proper structural relationships, and strength of wood construction. Students will be charged for some supplies.

### **IAR 297** **Workshop**

*1 to 6 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

A course designed to meet a variety of needs for students in Industrial Arts.

### **IAR 298** **Workshop**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

A course designed to meet a variety of needs for students in Industrial Arts.

### **IAR 299** **Independent Study**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*  
Design and execution of original projects under faculty supervision.

## **INDUSTRIAL PLANT TECHNOLOGY**

### **IPT 110** **Industrial Shop Practices**

*3 credits*  
*Offered every fall semester*  
Provides instruction in basic skills needed to work in industrial repair and maintenance shops, emphasizing safe and efficient use of hand and power tools, fine measurement, tool maintenance and sharpening.

### **IPT 120** **Industrial Pump Maintenance and Repair**

*3 credits*  
*Offered every fall semester*  
This course covers various types of pumps and their associated piping systems as applied in industrial settings.

### **IPT 130** **Industrial Valve Maintenance and Repair**

*3 credits*  
*Offered every fall semester*  
This course covers various types of valves and their associated piping systems as applied in industrial settings.

### **IPT 140** **Bulk Materials Handling**

*3 credits*  
*Offered every spring semester*  
This course covers the safe operation, maintenance, and repair of industrial materials handling machinery, including conveyors, feed and discharge devices, screens, and crushers.

### **IPT 150** **Industrial Plant Hydraulics**

*2 credits*  
*Offered every spring semester*  
*Prerequisite: TEC 112 with a grade of "C" or higher*  
This course reviews fluid mechanics in an industrial setting, as applied to the operation, maintenance, and repair of specific industrial equipment.

### **IPT 160** **Machinery Maintenance and Troubleshooting**

*3 credits*  
*Offered every spring semester*  
*Prerequisite: IPT 140 with a grade of "C" or higher or concurrent enrollment in IPT 140*  
This course teaches systematic methods of identifying causes of mechanical failure and using predictive methods to prevent mechanical failure.

### **IPT 260** **Advanced Machinery Maintenance and Troubleshooting**

*4 credits*  
*Offered every fall semester*  
*Prerequisite: IPT 160*  
This course teaches systematic methods of identifying causes of mechanical failure. Course teaches predictive methods to prevent mechanical failure and skills needed to implement and perform preventative maintenance on industrial machinery. Course

also covers electrical safety and theory which is geared to plant maintenance personnel.

### **IPT 297** **Workshop**

*1 to 6 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*  
A course designed to meet a variety of needs for students in Industrial Plant Technology.

### **IPT 298** **Workshop**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*  
A course designed to meet a variety of needs for students in Industrial Plant Technology.

### **IPT 299** **Independent Study**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*  
Design and execution of original projects under faculty supervision.

## **LANGUAGES**

### **APA 101** **Apache Language I**

*4 credits*  
*Offered upon request*  
*Offered in Gila County only*  
*Activity/Personal Enrichment*  
Emphasizes speaking, writing, listening comprehension, and culture through a variety of approaches.

### **APA 102** **Apache Language II**

*4 credits*  
*Offered upon request*  
*Offered in Gila County only*  
*Activity/Personal Enrichment*  
Continued advancement in Apache studies. Recommend placement in APA 102 based on completion of APA 101 or equivalent native speaking skills.

### **ASL 011** **Conversational American Sign Language I**

*3 credits*  
*Developmental course - does not count for graduation credit*  
*Offered every fall and spring semester*

Introduction to Conversational American Sign Language. Emphasizes vocabulary, structure, grammar, dialogues, and narratives.

**ASL 012**  
**Conversational American Sign Language II**

3 credits  
Developmental course - does not count for graduation credit  
Offered upon request  
Continuation of ASL 011.

**ASL 098**  
**American Sign Language Lab I**

1 credit  
Developmental course - does not count for graduation credit  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Practice in sign skills for beginning students of American Sign Language. Emphasizes vocabulary, structure, grammar, dialogues, and narratives. Lab is conducted primarily without voice. Students taking the lab independent of ASL 101 receive 1 credit. Students taking the lab concurrently with ASL 101 receive 0 credit.

**ASL 099**  
**American Sign Language Lab II**

1 credit  
Developmental course - does not count for graduation credit  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Continuation of American Sign Language Lab I. Students taking the lab independent of ASL 102 receive 1 credit. Students taking the lab concurrently with ASL 102 receive 0 credit.

**ASL 101**  
**Beginning American Sign Language I**

4 credits  
Offered every fall and spring semester  
Concurrent enrollment in ASL 098G required  
Development of American Sign Language and its application within the deaf community. Emphasizes vocabulary, structure, grammar, dialogues, and narratives.

**ASL 102**  
**Beginning American Sign Language II**

4 credits  
Offered every fall and spring semester  
Concurrent enrollment in ASL 099G required  
Continuation of ASL 101.

**ASL 110**  
**Finger Spelling**

2 credits  
Offered upon request  
Offered in Gila County only  
Activity/Personal Enrichment  
Prerequisite: ASL 101 or instructor approval

Introduction to basic finger spelling techniques. Focus on receptive and expressive skills of the manual alphabet and numbers. Concentration on methods and applications.

**CHI 101**  
**Elementary Chinese I**

5 credits  
Offered upon request  
Introduces Chinese speaking culture through a variety of approaches and emphasizes communication skills and basic skills in pronunciation, grammar, elementary conversation, and development of basic reading and writing skills.

**FLN 298**  
**Workshop**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Meets individual student needs in languages other than Apache, French, German, and Spanish.

**FRE 011**  
**Beginning Conversational French I**

2 credits  
Developmental course - does not count for graduation credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

Emphasizes sentence structure, vocabulary, pronunciation, and study of French-speaking cultures.

**FRE 012**  
**Beginning Conversational French II**

2 credits  
Developmental course - does not count for graduation credit  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Continuation of FRE 011.

**FRE 101**  
**Elementary French I**

4 credits  
Offered every fall and spring semester  
Emphasizes speaking, reading, writing, listening comprehension, and culture through a variety of approaches.

**FRE 102**  
**Elementary French II**

4 credits  
Offered every fall and spring semester  
Continuation of FRE 101.

**FRE 201**  
**Intermediate French I**

4 credits  
GE category: GE Options  
Offered every fall and spring semester  
Intermediate study of French language, with emphasis on speaking, listening, reading, and writing. Course taught in French. Completion of FRE 102 or two or more years of high school French or equivalent experience in a French speaking country recommended.

**FRE 202**  
**Intermediate French II**

4 credits  
GE category: GE Options  
Offered every fall and spring semester  
Continuation of FRE 201. Course taught in French. Completion of FRE 201 or four years of high school French or equivalent experience in a French speaking country recommended.

**FRE 261**  
**French Conversation and Composition I**

2 credits  
Offered upon request  
Emphasizes speaking and writing in everyday idiom; employs materials based on current topics.

**FRE 262**  
**French Conversation and Composition II**

2 credits  
Offered upon request  
Continuation of FRE 261.

**FRE 298**  
**Workshop**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Designed to meet a variety of needs for students in French.

**FRE 299**  
**Independent Study**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Design and execution of original projects under faculty supervision for students in French Language.

**GER 011**  
**Beginning Conversational German I**

2 credits  
Developmental course - does not count for graduation credit  
Offered upon request  
Activity/Personal Enrichment  
Emphasizes sentence structure, vocabulary, and pronunciation; includes study of German-speaking culture.

**GER 012**  
**Beginning Conversational German II**

2 credits  
Developmental course - does not count for graduation credit  
Offered upon request  
Activity/Personal Enrichment  
Continuation of GER 011.

**GER 101**  
**Elementary German I**

4 credits  
Offered upon request  
Emphasizes speaking, reading, writing, listening comprehension, and culture through a variety of approaches.

**GER 102**  
**Elementary German II**

4 credits  
Offered upon request  
Continuation of GER 101.

**GER 201**  
**Intermediate German I**

4 credits  
Offered upon request  
Intermediate study of German language, with emphasis on speaking, listening, reading, and writing.

**GER 202**  
**Intermediate German II**

4 credits  
Offered upon request  
Continuation of GER 201.

**GER 261**  
**German Conversation and Composition I**

2 credits  
Offered upon request  
Emphasizes speaking and writing in everyday idiom; employs material based on current topics.

**GER 298**  
**Workshop**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Designed to meet a variety of needs for students in German.

**GER 299  
Independent Study***1 to 3 credits**Offered upon request  
Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision for students in German Language.

**ITA 011  
Beginning Conversational Italian I***2 credits**Developmental course - does not count for graduation credit**Offered upon request  
Offered in Gila County only  
Activity/Personal Enrichment*

This course emphasizes sentence structure, vocabulary, pronunciation, and a study of Italian-speaking cultures.

**ITA 012  
Beginning Conversational Italian II***2 credits**Developmental course - does not count for graduation credit**Offered upon request  
Activity/Personal Enrichment*

Continuation of ITA 011.

**JPN 011  
Beginning Conversational Japanese I***2 credits**Developmental course - does not count for graduation credit**Offered upon request  
Activity/Personal Enrichment*

Emphasizes sentence structure, vocabulary, and pronunciation; includes study of Japanese-speaking culture.

**JPN 012  
Beginning Conversational Japanese II***2 credits**Developmental course - does not count for graduation credit**Offered upon request  
Activity/Personal Enrichment*

Continuation of JPN 011.

**JPN 101  
Elementary Japanese I***5 credits**Offered every fall and spring semester*

Introduces Japanese speaking culture and emphasizes communication skills and basic skills in grammar, reading, and writing, including HIRAGANA, KATAKANA, 70 KANJI, through a variety of approaches.

**JPN 102  
Elementary Japanese II***5 credits**Offered every fall and spring semester*

Continuation of JPN 101.

**JPN 299  
Independent Study***1 to 3 credits**Offered upon request  
Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision for Japanese Language students.

**POR 011  
Beginning Conversational Portuguese I***2 credits**Developmental course - does not count for graduation credit**Offered upon request  
Activity/Personal Enrichment*

Emphasizes sentence structure, vocabulary, pronunciation, and study of Portuguese-speaking cultures.

**POR 012  
Beginning Conversational Portuguese II***2 credits**Developmental course - does not count for graduation credit**Offered upon request  
Activity/Personal Enrichment*

Continuation of POR 011.

**RUS 011  
Beginning Conversational Russian I***2 credits**Developmental course - does not count for graduation credit**Offered upon request  
Activity/Personal Enrichment*

Emphasizes sentence structure, vocabulary, pronunciation; includes study of Russian-speaking culture.

**RUS 101  
Elementary Russian I***4 credits**Offered upon request*

Emphasizes speaking, reading, writing, listening comprehension, and culture through a variety of approaches.

**SPA 011  
Beginning Conversational Spanish I***2 credits**Developmental course - does not count for graduation credit**Offered every fall and spring semester**Activity/Personal Enrichment*

Emphasizes sentence structure, vocabulary, pronunciation, and study of Spanish-speaking cultures.

**SPA 012  
Beginning Conversational Spanish II***2 credits**Developmental course - does not count for graduation credit**Offered every fall and spring semester**Activity/Personal Enrichment*

Continuation of SPA 011.

**SPA 013  
Intermediate Conversational Spanish I***2 credits**Developmental course - does not count for graduation credit**Offered upon request  
Activity/Personal Enrichment*

Third semester conversational Spanish. Reinforces and expands existing conversational skills.

**SPA 101  
Elementary Spanish I***4 credits**Offered every fall and spring semester*

Emphasizes speaking, reading, writing, listening comprehension, and culture through a variety of approaches.

**SPA 102  
Elementary Spanish II***4 credits**Offered every fall and spring semester*

Continuation of SPA 101.

**SPA 120  
Spanish for Medical Personnel***3 credits**Offered upon request*

Conversational practice in a medical context. Designed to develop speaking and listening techniques essential for basic medical situations, stressing expressions of courtesy and medical terminology.

**SPA 201  
Intermediate Spanish I***4 credits**GE category: GE Options  
Offered every fall and spring semester*

Intermediate study of Spanish language, with emphasis on speaking, listening, reading, and writing. Course taught in Spanish. Completion of SPA 102 or two or more years of high school Spanish or equivalent experience in a Spanish speaking country recommended.

**SPA 202  
Intermediate Spanish II***4 credits**GE category: GE Options  
Offered every fall and spring semester*

Continuation of SPA 201. Course taught in Spanish. Completion of SPA 201 or four years of high school Spanish or equivalent experience in a Spanish speaking country recommended.

**SPA 261  
Spanish Conversation and Composition I***2 credits**Offered upon request*

Emphasizes speaking and writing in everyday idiom; employs material based on current topics.

**SPA 262  
Spanish Conversation and Composition II***2 credits**Offered upon request*

Continuation of SPA 261.

**SPA 298  
Workshop***1 to 3 credits**Offered upon request  
Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Spanish.

**SPA 299  
Independent Study***1 to 3 credits**Offered upon request  
Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision for Spanish Language students.

**MACHINE SHOP****MSP 101  
Fundamentals of Machine Shop***2 credits**Offered every fall and spring semester**Activity/Personal Enrichment*

Principles of machining and metal cutting using modern machine tools, hand tools and precision measuring instruments.

**MSP 102  
Materials of Industry***3 credits**Offered every fall semester*

This is a study of metals, ceramics, polymers and other commonly used industrial materials. This course explores the extraction, processing, refinement and utilization of a wide variety of industrial materials.

**MSP 104****Machine Shop**

4 credits

*Offered every fall semester*

This course directs the student in the use of five basic machine tools: drilling machines, lathe, milling machine, shaper, and precision grinders. Students will learn to use precision measuring instruments and layout equipment and to machine projects to print dimensions.

**MSP 108****Introduction to Oxyacetylene Welding and Metal Fabrication**

3 credits

*Offered upon request*

A basic welding and metal fabrication course which stresses theory and application in welding methods including oxyacetylene welding, brazing, cutting, and soldering. Instruction is also given on sheet metal layout and construction.

**MSP 110****Welding**

2 credits

*Offered upon request*

This course teaches the principles of arc and oxyacetylene welding, flame cutting, and brazing with emphasis on mastering basic welding techniques.

**MSP 115****Blacksmithing and Fabricating**

2 credits

*Offered upon request  
Activity/Personal Enrichment*

This is a course in forging, casting, welding, brazing, hot metal forming, heat-treating and layout, and design of metal parts and projects. Students will learn how to perform the tasks required for metal fabricating for the production of completed metal projects.

**MSP 123****Precision Measuring Tools**

3 credits

*Offered upon request*

This course brings the student to an entry-level competency in measuring tools and includes an introduction to quality control with accuracy, precision, and reliability as main principles.

**MSP 201****Machine Tool Methods**

3 credits

*Offered spring semester in even-numbered years*

A study of industrial machine tool methods. Includes writing job sheets, estimating machining time, tool and cutter grinding,

doing jig bore work, heat-treating, fabricating jigs and fixtures, use of all machines in the shop and final inspection.

**MSP 210****Technical Welding**

2 credits

*Offered every fall and spring semester**Activity/Personal Enrichment**Prerequisite: MSP 110 or concurrent enrollment in MSP 110 or instructor approval*

This course includes practice in advanced arc welding techniques in all positions. MIG, TIG, plasma arc, pattern burning, and flame cutting equipment are all used. Emphasis is placed on preparing the student to take the AWS welding certification test.

**MSP 250****CNC Programming**

4 credits

*Offered spring semester in even-numbered years*

A study of the methods of programming computerized numerical controlled machine tools, including continuous path contour planning, use of computer aided manufacturing, software, operating, editing programs and communicating with CNC machines. Using CNC machine tools to produce parts programmed from blueprint specifications.

**MSP 260****Pattern Making and Foundry**

2 credits

*Offered every spring semester*

Technology of nonferrous sand casting for part production and creation of artistic pieces. Common industrial pattern-making techniques are studied.

**MSP 270****Advanced Machine Shop**

5 credits

*Offered spring semester in odd-numbered years*

This course promotes advanced skill development in the machine shop along with technical theory of machine tool operations. Computer numerical control machining and some of the more complex machine tool processes are practiced.

**MSP 297****Workshop**

1 to 6 credits

*Offered upon request**Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Machine Shop.

**MSP 298****Workshop**

1 to 3 credits

*Offered upon request**Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Machine Shop.

**MSP 299****Independent Study**

1 to 4 credits

*Offered upon request**Activity/Personal Enrichment*

Research, design and execution of original projects under faculty supervision.

**MATHEMATICS****MAT 055****Basic Math**

4 credits

*Developmental course - does not count for graduation credit**Offered every fall and spring semester*

A basic course in mathematics. Topics include arithmetic operations with whole numbers, rational numbers, integers, and decimal numbers; ratio proportion, and percents. Additional topics may include unit conversion, geometry, statistics, variables, simplification, and solving simple equations.

**MAT 077****Elementary Algebra**

4 credits

*Developmental course - does not count for graduation credit**Offered every fall and spring semester**Prerequisite: MAT 055 with a grade of "C" or higher or placement test score as established by District policy*

An introduction to Algebra.

Topics include expressions, linear equations and inequalities with one and two variables, exponents, polynomials, factoring, and rational expressions.

**MAT 120****Intermediate Algebra**

4 credits

*GE category: AAS degree only**Offered every fall and spring semester**Prerequisite: MAT 077 with a grade of "C" or higher or placement test score as established by District policy*

A continuation of Elementary Algebra. Topics include functions, systems of equations, inequalities, quadratics, radicals, and conic sections. Identical to TEC 101.

**MAT 140****College Mathematics**

3 credits

*GE category: Mathematics**Offered every fall and spring semester**Prerequisite: MAT 120 with a grade of "C" or higher or placement test score as established by District policy*

Applications of mathematics to real life problems. Quantitative methods including probability, statistics, set theory, and algebra will be used to analyze concepts and applications from business, social sciences, and the physical sciences. Appropriate for students whose major does not require College Algebra or Precalculus.

**MAT 154****College Algebra**

4 credits

*GE category: Mathematics**Offered every fall and spring semester**Prerequisite: MAT 120 with a grade of "C" or higher or placement test score as established by District policy*

A first course to prepare students for calculus. Topics include

functions, graphs, solving equations, zeros of polynomials, exponentials and logarithms, and systems of equations. Additional topics may include conic sections, partial fraction decomposition, matrices, sequence, and series.

**MAT 156****Principles of Mathematics I**

3 credits

*Offered every fall and spring semester**Prerequisite: MAT 140 or MAT 154 with a grade of "C" or higher or placement test score as established by District policy*

Mathematical principles and processes underlying mathematics instruction in grades K-8; problem solving, number theory, systems of whole numbers, integers, rational numbers, real numbers, ratios, decimals, and percents.

**MAT 157****Principles of Mathematics II**

3 credits

*Offered every fall and spring semester**Prerequisite: MAT 140 or MAT 154 or higher with a grade of "C" or higher or placement test score as established by District policy*

Mathematic principles and processes underlying current and evolving programs of mathematics instruction in elementary schools, grades K-8; real numbers, geometry and measurement, statistics and probability.

### **MAT 160** **Introduction to Statistics**

3 credits

*GE category: Mathematics*  
*Offered every fall and spring semester*

*Prerequisite: MAT 140 or MAT 154 or higher with a grade of "C" or higher or placement test score as established by District policy*

Introduces statistical methods as applied to collecting, tabulating, analyzing, presenting, and interpreting data. Topics covered include frequency distributions, measures of central tendency, measures of dispersion, elementary probability theory, estimation, hypothesis testing, regression and correlation. A basic course for students in business, behavioral and social sciences. Identical to PSY 220.

### **MAT 171** **Finite Mathematics**

4 credits

*GE category: Mathematics*  
*Offered every spring semester*  
*Prerequisite: MAT 154 or higher with a grade of "C" or higher or EAC Placement Test Score of 81 or higher or equivalent*

Math for social, life, and management sciences. Topics covered will be applicable to certain business majors (please consult your advisor). Includes systems of equations, set theory, matrices, probability, logic, and other subjects.

### **MAT 181** **Plane Trigonometry**

3 credits

*GE category: Mathematics*  
*Offered every fall and spring semester*

*Prerequisite: MAT 154 with a grade of "C" or higher or concurrent enrollment in MAT 154 or placement test score as established by District policy*

Trigonometric functions, identities and equations; development and application of the various formulae for solving triangles, vectors, and complex numbers.

### **MAT 187** **Precalculus**

5 credits

*GE category: Mathematics*  
*Offered every fall and spring semester*

*Prerequisite: MAT 120 with a grade of "B" or higher or placement test score as established by District policy*

Topics from college algebra and trigonometry essential to the study of calculus. Includes linear, quadratic, polynomial, rational, exponential, trigonometric

functions, conic sections, and analytic trigonometry. Additional topics may include partial fraction decomposition, nonlinear systems of equations, matrices, DeMoivre's Theorem, vectors, and polar coordinates. Duplicate credit for MAT 154 and/or MAT 181 and MAT 187 will not be awarded.

### **MAT 210** **Elements of Calculus**

4 credits

*GE category: Mathematics*  
*Offered every fall and spring semester*

*Prerequisite: MAT 154 with a grade of "C" or higher or placement test score as established by District policy*

Differential and integral calculus of elementary functions with applications to business, economics, and the social sciences. Not open to students who have received a grade of "C" or higher in MAT 220.

### **MAT 220** **Calculus I**

5 credits

*GE category: Mathematics*  
*Offered every fall and spring semester*

*Prerequisite: MAT 181 with a grade of "C" or higher*

Real numbers, limits and continuity for functions of a single real variable. Differentiability and applications of the derivative. Introduction to integral calculus and applications of the integral.

### **MAT 230** **Calculus II**

4 credits

*GE category: Mathematics*  
*Offered every fall and spring semester*

*Prerequisite: MAT 220 with a grade of "C" or higher*

Continuation of MAT 220. Transcendental functions, techniques of integration, indeterminate forms, improper integrals, numerical methods, infinite series, conics, and polar coordinates.

### **MAT 240** **Calculus III**

4 credits

*GE category: Mathematics*  
*Offered every fall semester*  
*Prerequisite: MAT 230 with a grade of "C" or higher*

Continuation of MAT 230. Vectors, geometry, differentiation, and integration in Euclidean n-space. Line and surface integrals. Theorems of Green, Gauss, and Stokes.

### **MAT 260** **Differential Equations**

3 credits

*GE category: Mathematics*  
*Offered every spring semester*  
*Prerequisite: MAT 230 or MAT 240 with a grade of "C" or higher*

Basic concepts, ordinary differential equations of first order, higher order linear equations, variation of parameters, undetermined coefficients. Systems of equations, series solutions and LaPlace transform methods.

### **MAT 298** **Workshop**

1 to 3 credits

*Offered upon request*  
*Activity/Personal Enrichment*

Designed to meet a variety of needs of students in Mathematics.

### **MAT 299** **Independent Study**

1 to 3 credits

*Offered upon request*  
*Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

## **MEDIA COMMUNICATIONS**

### **MDC 102** **Introduction to Media Communications**

3 credits

*Offered upon request*

Survey of theory, nature, function, and impact of current communication technologies. Includes a review and evaluation of various media and auxiliary industries, such as journalism, radio, television, film, recordings, advertising, and public relations. Covers laws and regulations, ethics, and politics related to media communications.

### **MDC 112** **Scriptwriting**

2 credits

*Offered upon request*

Writing scripts for teleproductions and other media projects. Students will explore dramatic writing and creating the story for the screen.

### **MDC 150** **Video Production**

3 credits

*Offered upon request*

An overview of the principles and beginning techniques of video production.

### **MDC 155** **Media Production for the Web**

3 credits

*Offered upon request*

Introduction digital media production including: reporting, script writing, interviewing, camera work, audio recording, lighting, editing, graphic design for video, video rendering and web video deployment.

### **MDC 160** **Audio Production and Editing**

3 credits

*Offered upon request*

Course provides an introduction to many aspects of digital audio production. Course teaches basic sound system principles, live sound reinforcement techniques, digital audio recording and editing processes.

### **MDC 180** **Video Editing I**

3 credits

*Offered upon request*

Course work covers current techniques in non-linear video editing. Students will become familiar with use of computer based editing concepts common to the video editing industry. Students will learn how to author and create a DVD of their completed projects. Students will do research comparisons on equipment and software available for video editing.

### **MDC 210** **Introduction to Computer Animation**

2 credits

*Offered upon request*

Students are introduced to the world of computer animation. Students will learn how to create objects, texture, and animations using one of the industry leading animation programs (MAYA). Students will explore various types of special effects and particle emitters.

## **MINING**

### **MIN 121** **Surface Mine Safety Training**

1 credit

*Offered upon request*  
*Offered in Gila County only*

This course will meet U. S. Mine Safety and Health Administration requirements for new miner training for individuals, contractors, and mine employees, when used as part of an approved safety training program.

**MIN 297  
Workshop****1 to 3 credits***Offered upon request**Offered in Gila County only  
Activity/Personal Enrichment*

Designed to meet a variety of needs of students in Mining and Industrial Technology.

**MIN 299  
Independent Study****1 to 3 credits***Offered upon request**Offered in Gila County only  
Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

**MUSIC**

*General Information For All  
Private Instruction (Voice, Piano,  
Instruments)*

*All private instruction is given on levels of skill determined by the instructor. Course numbers for this instruction begin with the sub-collegiate level, 011 through 015, and range upward to four complete semesters of private college level study.*

*Length of private lesson is usually one-half hour with some variation by the instructor. There is a private lesson course fee required for private instruction in addition to college tuition.*

**MUS 011****Private Voice I****1 credit***Developmental course - does not count for graduation credit**Offered upon request**Activity/Personal Enrichment*

Private instruction in voice. A private lesson course fee is required.

**MUS 012****Private Piano I****1 credit***Developmental course - does not count for graduation credit**Offered upon request**Activity/Personal Enrichment*

Private instruction in piano techniques. A private lesson course fee is required.

**MUS 013****Private Instruments I****1 credit***Developmental course - does not count for graduation credit**Offered upon request**Activity/Personal Enrichment*

Private instruction in band and orchestral instruments: flute, oboe, clarinet, bassoon, horn, saxophone, trumpet, trombone, tuba, baritone, guitar and percussion. Instruction is given on levels of skill determined

by the instructor. Numbers for this instruction begin with the sub-collegiate level, 013, and range upward for four complete semesters of private study. (One 30-minute lesson per week earns one hour credit). Participation in semester recital is required. A private lesson course fee is required.

**MUS 014****Private Strings I****1 credit***Developmental course - does not count for graduation credit**Offered upon request**Activity/Personal Enrichment*

Private instruction in stringed instruments: violin, viola, violoncello, and contrabass. A private lesson course fee is required.

**MUS 020****Elementary Theory****2 credits***Developmental course - does not count for graduation credit**Offered every fall semester**Activity/Personal Enrichment*

A one-semester remedial music theory course designed specifically for music majors who need preparation for MUS 105 Theory I as determined by in-class placement tests.

**MUS 040****Introduction to Chamber Ensemble****1 credit***Developmental course - does not count for graduation credit**Offered upon request**Offered in Gila County only**Activity/Personal Enrichment*

Study and performance of a wide variety of chamber music repertoire with weekly coaching sessions of string quartets and trios, with piano and in other combinations with other instruments.

**MUS 053****Basic Guitar****1 to 3 credits***Developmental course - does not count for graduation credit**Offered upon request**Offered in Gila County only**Activity/Personal Enrichment*

This course covers the history, style, and development of playing skill on the guitar.

**MUS 101****World of Music****3 credits***GE category: Humanities**Offered every fall and spring semester**Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

Increases all students' ability to appreciate and enjoy the masterpieces of music of all periods through the study of styles, forms, and composers; attending/discussing concerts, and listening to recordings. Non-technical.

**MUS 102****Music Fundamentals****2 credits***Offered every spring semester**Activity/Personal Enrichment*

Provides the non-music major with a background in music symbols and notation sufficient to begin work in musical learning. May also introduce some music theory.

**MUS 105****Music Theory I****3 credits***Offered every fall semester**Prerequisite: Prior or concurrent enrollment in MUS 107 required*

Basic theory needed for development of musicianship and musical understanding; scales, keys rhythm, triads, part writing, cadences, dominant sevenths, secondary dominants, and simple modulations.

**MUS 106****Music Theory II****3 credits***Offered every spring semester**Prerequisite: MUS 105 with a grade of "C" or higher and prior or concurrent enrollment in MUS 108 required*

Continuation of MUS 105.

**MUS 107****Aural Perception I****1 credit***Offered every fall semester**Prerequisite: Prior or concurrent enrollment in MUS 105 required*

Sight singing, ear training and keyboard harmony.

**MUS 108****Aural Perception II****1 credit***Offered every spring semester**Prerequisite: Prior or concurrent enrollment in MUS 106 and MUS 107 required*

Continuation of MUS 107.

**MUS 111****Marching Band I****2 credits***Offered every fall semester  
Activity/Personal Enrichment*

Teaches basic marching fundamentals. Performs for half-time shows at football games, parades, and reviews music and techniques appropriate to various marching styles. Provides pep band music for the basketball season.

**MUS 117****Class Instruction in Brass I****1 credit***Offered fall semester in odd-numbered years**Activity/Personal Enrichment*

Elementary group instruction required of instrumental music majors. Includes skills of teaching brass at the elementary level. Upper brass instruments with emphasis on trumpet and French horn.

**MUS 118****Class Instruction in Brass II****1 credit***Offered fall semester in even-numbered years**Activity/Personal Enrichment*

Includes skills of teaching brass at the elementary level. Lower brass instruments with emphasis on trombone, baritone and tuba.

**MUS 119****Class Instruction in Woodwinds I****1 credit***Offered spring semester in even-numbered years**Activity/Personal Enrichment*

Includes skills in teaching woodwinds at the elementary level. Single reed instruments with emphasis on flute, clarinet, and saxophone.

**MUS 120****Class Instruction in Woodwinds II****1 credit***Offered spring semester in odd-numbered years**Activity/Personal Enrichment*

Includes skills of teaching woodwinds on the elementary level. Covers double reed instruments with emphasis on oboe and bassoon.

**MUS 121****Class Instruction in Percussion I****1 credit***Offered every spring semester  
Activity/Personal Enrichment*

Includes skills in teaching percussion at the elementary level. Percussion instruments with emphasis on standard percussion.

**MUS 123**  
**Class Instruction in Strings I**

1 credit  
Offered upon request  
Activity/Personal Enrichment

Includes skills of teaching strings on elementary level. Upper stringed instruments with emphasis on violin and viola.

**MUS 124**  
**Class Instruction in Strings II**

1 credit  
Offered upon request  
Activity/Personal Enrichment

Includes skills of teaching strings on elementary level. Lower stringed instruments with emphasis on cello and bass.

**MUS 125**  
**Jazz Ensemble I**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

Studies and performs a wide range of popular and jazz literature to develop musicianship. Auditions will be held.

**MUS 126**  
**Jazz Ensemble II**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 125. Auditions will be held.

**MUS 127**  
**Men's Chorus I**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

Accompanied and a cappella literature of all periods studied and performed. Focus on literature for Fall Sing, Christmas, and Spring Sing concerts. Opportunity for performance in men's choruses.

**MUS 128**  
**Men's Chorus II**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 127.

**MUS 129**  
**Women's Chorale I**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

Accompanied and a cappella women's literature of all periods studied and performed. Focus on music department literature.

Focus on literature for Fall Sing, Christmas Concert, Messiah, and Spring Sing concerts.

**MUS 130**  
**Women's Chorale II**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

Accompanied and a cappella women's literature of all periods studied and performed. Focus on music department literature. Focus on literature for Fall Sing, Christmas Concert, Messiah, and Spring Sing concerts.

**MUS 133**  
**Symphonic Choir I**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

Accompanied and a cappella literature of all periods studied and performed. Focus on literature for Fall Sing, Christmas, and Spring Sing concerts. Opportunity for performance in men's, women's and mixed choruses.

**MUS 134**  
**Symphonic Choir II**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 133.

**MUS 135**  
**Vocal Show Ensemble I**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

Open to men and women. Study and performance of accompanied and a cappella vocal music, including contemporary pop and jazz songs for various sized groups and voice combinations with choreography as needed. Auditions will be held for EAC's vocal show ensemble, known as "Company."

**MUS 136**  
**A Cappella Choir I**

2 credits  
Offered every fall and spring semester  
Activity/Personal Enrichment

Accompanied and a cappella literature of all periods studied and performed. Focus on music department tour literature. Intended to be the top large vocal ensemble, the touring choir. Focus on literature for Fall Sing, Christmas Concert, Messiah, Tour, and Spring Sing concerts. Auditions will be held.

**MUS 137**  
**A Cappella Choir II**

2 credits  
Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 136. Auditions will be held.

**MUS 139**  
**Vocal Show Ensemble II**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 135. Study and performance of accompanied and a cappella vocal music, including contemporary pop and jazz songs for various sized groups and voice combinations with choreography as needed. Auditions will be held for EAC's vocal show ensemble, known as "Company."

**MUS 140**  
**Chamber Ensemble I**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

Study and performance of a wide variety of chamber music repertoire with weekly coaching sessions of string quartets and trios, with piano and in other combinations with other instruments. Auditions will be held.

**MUS 141**  
**Chamber Ensemble II**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 140. Auditions will be held.

**MUS 142**  
**Symphonic Band I**

2 credits  
Offered every spring semester  
Activity/Personal Enrichment

Open for membership without audition to students from any major field of study as well as faculty and community members. This ensemble is also an outstanding forum for music majors to refine skills on primary or secondary instruments. Required for instrumental music majors.

**MUS 143**  
**Symphonic Band II**

2 credits  
Offered every spring semester  
Activity/Personal Enrichment

Continuation of MUS 142.

**MUS 151**  
**Symphony Orchestra I**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

Studies and performs a wide selection of symphonic literature. Orchestra prepares concerts for public performances and provides accompaniment for music performances. Auditions will be held.

**MUS 152**  
**Symphony Orchestra II**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 151. Auditions will be held.

**MUS 153**  
**Beginning Guitar**

2 credits  
Offered upon request  
Activity/Personal Enrichment

Covers the history, style, and development of playing skill on the guitar.

**MUS 155**  
**Class Piano I**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

Fundamentals of piano. Can cover literature used in the first two years of piano study.

**MUS 156**  
**Class Piano II**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

Fundamentals of piano. Can cover literature used in the first two years of piano study.

**MUS 157**  
**Chamber Orchestra I**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment

This course is dedicated to providing musical and educational opportunity to study and perform a wide selection of chamber or small orchestra literature. This orchestra prepares concerts for public performances and provides accompaniment for musical theatre performances.

**MUS 158**  
**Chamber Orchestra II**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Continuation of MUS 157.

**MUS 161**  
**Private Voice II**

1 credit  
Offered upon request  
Activity/Personal Enrichment  
Private instruction in proper singing techniques using art song literature. A private lesson course fee is required.

**MUS 162**  
**Private Voice III**

1 credit  
Offered upon request  
Activity/Personal Enrichment  
Continuation of MUS 161. A private lesson course fee is required.

**MUS 171**  
**Private Piano II**

1 credit  
Offered upon request  
Activity/Personal Enrichment  
Private instruction on the piano. All private instruction is given on levels of skill determined by the instructor. Numbers for this instruction begin with the sub-collegiate level, 012, and range upward to four complete semesters of private study. (One lesson per week earns one hour credit.) Participation in semester recitals and/or juries is required. A private lesson course fee is required.

**MUS 172**  
**Private Piano III**

1 credit  
Offered upon request  
Activity/Personal Enrichment  
Private instruction on the piano. All private instruction is given on levels of skill determined by the instructor. Numbers for this instruction begin with the sub-collegiate level, 012, and range upward to four complete semesters of private study. (One lesson per week earns one hour credit.) Participation in semester recitals and/or juries is required. A private lesson course fee is required.

**MUS 181**  
**Private Instruments II**

1 credit  
Offered upon request  
Activity/Personal Enrichment  
Private instruction in band and orchestral instruments: flute, oboe, clarinet, bassoon, horn, saxophone, trumpet, trombone, tuba, baritone,

guitar and percussion. A private lesson course fee is required.

**MUS 182**  
**Private Instruments III**

1 credit  
Offered upon request  
Activity/Personal Enrichment  
Continuation of MUS 181. A private lesson course fee is required.

**MUS 183**  
**Private Strings II**

1 credit  
Offered upon request  
Activity/Personal Enrichment  
Private instruction in stringed instruments: violin, viola, violoncello, and contrabass. All private instruction is given on levels of skill determined by the instructor. Numbers for this instruction begin with the sub-collegiate level, MUS 014 and range upward to four complete semesters of private study. (One lesson per week earns one hour credit.) Participation in semester recitals and/or juries required. A private lesson course fee is required.

**MUS 184**  
**Private Strings III**

1 credit  
Offered upon request  
Activity/Personal Enrichment  
Continuation of MUS 183. Private instruction in stringed instruments: violin, viola, violoncello, and contrabass. All private instruction is given on levels of skill determined by the instructor. Numbers for this instruction begin with the sub-collegiate level, MUS 014 and range upward to four complete semesters of private study. (One lesson per week earns one hour credit.) Participation in semester recitals and/or juries required. A private lesson course fee is required.

**MUS 190**  
**Vocal Jazz Ensemble I**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Designed to meet the need for a small vocal ensemble that can travel and present entertaining variety shows of a professional nature, in the local community and around the state. A variety of pop musical styles will be studied and performed. Auditions will be held.

**MUS 191**  
**Vocal Jazz Ensemble II**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Continuation of MUS 190. Auditions will be held.

**MUS 203**  
**Music Notation/Finale**

2 credits  
Offered upon request  
Activity/Personal Enrichment  
This course covers the basic techniques of using Finale, a professional-level computer music notation program. Basic knowledge of music theory and computer literacy are recommended.

**MUS 204**  
**Elements of Conducting**

2 credits  
Offered every spring  
Fundamentals and essentials of conducting and rehearsal techniques used by both choral and instrumental conductors.

**MUS 205**  
**Music Theory III**

3 credits  
Offered every fall semester  
Prerequisites: MUS 106, MUS 108, and concurrent enrollment in MUS 212 required  
Diatonic and chromatic harmony writing and analysis including 20th century techniques.

**MUS 206**  
**Music Theory IV**

3 credits  
Offered every spring semester  
Prerequisites: MUS 205, MUS 212 and concurrent enrollment in MUS 213 required  
Continuation of MUS 205.

**MUS 211**  
**Marching Band II**

2 credits  
Offered every fall semester  
Activity/Personal Enrichment  
Prerequisite: MUS 111  
Teaches basic marching fundamentals. Performs for half-time shows at football games, parades, and reviews music and techniques appropriate to various marching styles. Provides pep band music for the basketball season.

**MUS 212**  
**Aural Perception III**

1 credit  
Offered every fall semester  
Prerequisite: Prior or concurrent enrollment in MUS 205 and MUS 108 required  
Continuation of MUS 108.

**MUS 213**  
**Aural Perception IV**

1 credit  
Offered every spring semester  
Prerequisite: Prior or concurrent enrollment in MUS 206 and MUS 212 required  
Continuation of MUS 212.

**MUS 225**  
**Jazz Ensemble III**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Continuation of MUS 126. Studies and performs a wide range of popular and jazz literature to develop musicianship. Auditions will be held.

**MUS 226**  
**Jazz Ensemble IV**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Continuation of MUS 225. Auditions will be held.

**MUS 227**  
**Men's Chorus III**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Continuation of MUS 128. Accompanied and a cappella literature of all periods studied and performed. Focus on literature for Fall Sing, Christmas, and Spring Sing concerts. Opportunity for performance in men's choruses.

**MUS 228**  
**Men's Chorus IV**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Continuation of MUS 227.

**MUS 229**  
**Women's Chorale III**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Accompanied and a cappella women's literature of all periods studied and performed. Focus on music department literature. Focus on literature for Fall Sing, Christmas Concert, Messiah, and Spring Sing concerts.

**MUS 230**  
**Women's Chorale IV**

1 credit  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Accompanied and a cappella

women's literature of all periods studied and performed. Focus on music department literature. Focus on literature for Fall Sing, Christmas Concert, Messiah, and Spring Sing concerts.

### **MUS 233**

#### **Symphonic Choir III**

1 credit

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Continuation of MUS 134. Accompanied and a cappella literature of all periods studied and performed. Focus on literature for Fall Sing, Christmas, and Spring Sing concerts. Opportunity for performance in men's, women's and mixed choruses.

### **MUS 234**

#### **Symphonic Choir IV**

1 credit

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Continuation of MUS 233.

### **MUS 235**

#### **Vocal Show Ensemble III**

1 credit

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Open to men and women. Study and performance of accompanied and a cappella vocal music, including contemporary pop and jazz songs for various sized groups and voice combinations with choreography as needed. Auditions will be held for EAC's vocal show ensemble, known as "Company."

### **MUS 236**

#### **A Cappella Choir III**

2 credits

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Continuation of MUS 137. Accompanied and a cappella literature of all periods studied and performed. Intended to be the top large vocal ensemble, the touring choir. Focus on literature for Fall Sing, Christmas Concert, Messiah, Tour, and Spring Sing concerts. Auditions will be held.

### **MUS 237**

#### **A Cappella Choir IV**

2 credits

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Continuation of MUS 236. Auditions will be held.

### **MUS 239**

#### **Vocal Show Ensemble IV**

1 credit

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Open to men and women. Study and performance of accompanied and a cappella vocal music, including contemporary pop and jazz songs for various sized groups and voice combinations with choreography as needed. Auditions will be held for EAC's vocal show ensemble, known as "Company."

### **MUS 240**

#### **Chamber Ensemble III**

1 credit

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Continuation of MUS 141. Auditions will be held.

### **MUS 241**

#### **Chamber Ensemble IV**

1 credit

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Continuation of MUS 240. Auditions will be held.

### **MUS 242**

#### **Symphonic Band III**

2 credits

*Offered every spring semester*

*Activity/Personal Enrichment*

Continuation of MUS 143. Open for membership without audition to students from any major field of study as well as faculty and community members. This ensemble is also an outstanding forum for music majors to refine skills on primary or secondary instruments. Required for instrumental music majors.

### **MUS 243**

#### **Symphonic Band IV**

2 credits

*Offered every spring semester*

*Activity/Personal Enrichment*

Continuation of MUS 242.

### **MUS 251**

#### **Symphony Orchestra III**

1 credit

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Continuation of MUS 152. Studies and performs a wide selection of symphonic literature. Orchestra prepares concerts for public performances and provides accompaniment for music performances. Auditions will be held.

### **MUS 252**

#### **Symphony Orchestra IV**

1 credit

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Continuation of MUS 251. Auditions will be held.

### **MUS 255**

#### **Class Piano III**

1 credit

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Fundamentals of piano. Can cover literature used in the first two years of piano study.

### **MUS 256**

#### **Class Piano IV**

1 credit

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Fundamentals of piano. Can cover literature used in the first two years of piano study.

### **MUS 257**

#### **Chamber Orchestra III**

1 credit

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Continuation of MUS 158.

### **MUS 258**

#### **Chamber Orchestra IV**

1 credit

*Offered every fall and spring semester*

*Activity/Personal Enrichment*

Continuation of MUS 257.

### **MUS 261**

#### **Private Voice IV**

1 credit

*Offered upon request*

*Activity/Personal Enrichment*

Private instruction in proper singing techniques using art song literature. A private lesson course fee is required.

### **MUS 262**

#### **Private Voice V**

1 credit

*Offered upon request*

*Activity/Personal Enrichment*

Continuation of MUS 261. A private lesson course fee is required.

### **MUS 271**

#### **Private Piano IV**

1 credit

*Offered upon request*

*Activity/Personal Enrichment*

Private instruction on the piano. All private instruction is given on levels of skill determined by the instructor. Numbers for this instruction begin with the

sub-collegiate level, 012, and range upward to four complete semesters of private study. (One lesson per week earns one hour credit.) Participation in semester recitals and/or juries is required. A private lesson course fee is required.

### **MUS 272**

#### **Private Piano V**

1 credit

*Offered upon request*

*Activity/Personal Enrichment*

Private instruction on the piano. All private instruction is given on levels of skill determined by the instructor. Numbers for this instruction begin with the sub-collegiate level, 012, and range upward to four complete semesters of private study. (One lesson per week earns one hour credit.) Participation in semester recitals and/or juries is required. A private lesson course fee is required.

### **MUS 281**

#### **Private Instruments IV**

1 credit

*Offered upon request*

*Activity/Personal Enrichment*

Private instruction in band and orchestral instruments: flute, oboe, clarinet, bassoon, horn, saxophone, trumpet, trombone, tuba, baritone, guitar and percussion. A private lesson course fee is required.

### **MUS 282**

#### **Private Instruments V**

1 credit

*Offered upon request*

*Activity/Personal Enrichment*

Continuation of MUS 281. A private lesson course fee is required.

### **MUS 283**

#### **Private Strings IV**

1 credit

*Offered upon request*

*Activity/Personal Enrichment*

Continuation of MUS 184. Private instruction in stringed instruments: violin, viola, violoncello, and contrabass. All private instruction is given on levels of skill determined by the instructor. Numbers for this instruction begin with the sub-collegiate level, MUS 014 and range upward to four complete semesters of private study. (One lesson per week earns one hour credit.) Participation in semester recitals and/or juries is required. A private lesson course fee is required.

**MUS 284****Private Strings V**

1 credit

*Offered upon request**Activity/Personal Enrichment*

Continuation of MUS 283. Private instruction in stringed instruments: violin, viola, violoncello, and contrabass. All private instruction is given on levels of skill determined by the instructor. Numbers for this instruction begin with the sub-collegiate level, MUS 014 and range upward to four complete semesters of private study. (One lesson per week earns one hour credit.) Participation in semester recitals and/or juries required. A private lesson course fee is required.

**MUS 290****Vocal Jazz Ensemble III**

1 credit

*Offered every fall and spring semester**Activity/Personal Enrichment*

Continuation of MUS 191. Designed to meet the need for a small vocal ensemble that can travel and present entertaining variety shows of a professional nature, in the local community and around the state. A variety of pop musical styles will be studied and performed. Auditions will be held.

**MUS 291****Vocal Jazz Ensemble IV**

1 credit

*Offered every fall and spring semester**Activity/Personal Enrichment*

Continuation of MUS 290. Auditions will be held.

**MUS 298****Workshop**

1 to 3 credits

*Offered upon request**Activity/Personal Enrichment*

Designed to meet a variety of needs for students in music.

**MUS 299****Independent Study**

1 to 3 credits

*Offered upon request**Activity/Personal Enrichment*

Design and execution of original music projects under faculty supervision.

**NURSING****NUR 100****Nursing Assistant**

8 credits

*Offered every fall and spring semester*

A course designed to prepare individuals for entry-level positions as nursing assistants

in structured health care settings directly supervised by a registered or licensed practical nurse. At the completion of this course, the students may be eligible to complete the written and manual skills certification exams. Successful completion of the certification written and manual skills exams will lead to a certification as a certified nursing assistant (CNA) through the Arizona State Board of Nursing. Students must take NUR 100G concurrently with this course.

**NUR 105****Road Trip to Success in Nursing School**

1 credit

*Offered upon request*

This course will act as an introduction into the nursing program. It will include differentiating a program of study from individual courses; clarifying expectations; learning study skills and test taking strategies. It emphasizes practicing stress and coping techniques and enhancing organizational and time management skills. It is formatted to provide two intense days shortly before beginning the nursing program (NUR 120).

**NUR 120****Nursing One**

9 credits

*Offered every fall and spring semester**Prerequisite: Admission to Eastern Arizona College's nursing program*

This course creates a foundation of nursing practice for each student. Themes for the program include caring, clinical competency and nursing identity. This course teaches fundamental elements of nursing practice. Students will provide basic nursing care to stable and older clients in a variety of settings. Instruction will be offered through multiple methods such as didactic, skills lab, online and in the clinical setting. Entry into NUR 120 requires prior admission to the nursing program.

**NUR 130****Nursing Two**

9 credits

*Offered every fall and spring semester**Prerequisite: NUR 120 with a grade of "B" or higher and NUR 219 with a grade of "B" or higher*

This course allows students to build on the foundation of nursing practice by focusing on nursing care of acutely ill hospitalized patients. Themes for the program include caring, clinical competency and nursing identity. This course teaches medical-surgical nursing.

Students will provide nursing care to multiple adult clients in a variety of acute care settings. Instruction will be offered through multiple methods such as didactic, skills lab, online and in the clinical setting.

**NUR 202****Intravenous Infusion Therapy and Medication Skills**

2 credits

*Offered upon request**Prerequisite: LPN or RN or instructor approval*

This course provides additional tasks to the scope of practice for Licensed Practical Nurses (LPNs). Completion of this course allows LPNs to perform peripheral-short venipuncture (for infusion or laboratory specimens); flush with saline and/or heparin flush a peripheral-short, peripheral-midline catheter, or central line, including a PICC; and administer, monitor and discontinue specified premixed-admixture medications into peripheral-short and peripheral-midline sites. This course is also recommended for Registered Nurses (RNs) as a refresher course for IV infusion therapy skills.

**NUR 219****Pharmacology for Nursing**

3 credits

*Offered every fall and spring semester**Prerequisite: BIO 201 and CHM 130 or higher (CHM 138 preferred) with a grade of "C" or higher*

This course presents the basic foundation of pharmacology taught in the nursing process format. It offers drug information in the group classification format and includes drug indications, actions, contraindications, side effects, implications for administration, and related patient/family teaching. It integrates anatomy and physiology, basic pathophysiology, microbiology, and drug administration concepts.

**NUR 240****Nursing Three**

9 credits

*Offered every fall and spring semester**Prerequisite: NUR 130 with a grade of "B" or higher or division approval indicating a pass rate of 850 on the HESI-PN*

This course allows students to apply nursing judgment and skills focusing on nursing care of maternal child health and pediatric clients and integrating principles of management and leadership. Themes for the program include caring, clinical competency, and nursing identity. Students will provide nursing care to maternal,

newborn, and pediatric clients. Students will also have the opportunity to utilize leadership and management skills in a variety of settings. Instruction will be offered through multiple methods such as didactic, skills lab, online, and in the clinical setting.

**NUR 250****Nursing Four**

9 credits

*Offered every fall and spring semester**Prerequisite: NUR 240 with a grade of "B" or higher*

This course is designed for students to synthesize nursing concepts and principles from this and previous courses in the provision of care to complex and critically ill clients. Themes for the program include caring, clinical competency and nursing identity. Students will provide nursing care to critically ill clients in critical care, psychiatric and maternal child settings. Instruction will be offered through multiple methods such as didactic, skills lab, online and in the clinical setting.

**NUR 255****Essential Nursing Concepts**

1 credit

*Offered upon request**Prerequisite: NUR 240 or NUR 250 or concurrent enrollment in NUR 240 or NUR 250 or instructor approval*

This course reviews the essential nursing concepts for nursing programs including integrated processes such as the nursing process; caring behavior, communication and documentation and teaching/learning. Concepts include client needs categories which include safe and effective care environment; health promotion and maintenance; psychosocial integrity and physiological integrity. There is an emphasis on important components such as management of patient care; safety and infection control; basic care and comfort; pharmacological and parenteral therapies; reduction of risk potential and physiological adaptation.

**NUR 295****NCLEX-RN Review**

2 credits

*Offered upon request**Prerequisite: NUR 250 or concurrent enrollment in NUR 250 or instructor approval*

This course reviews the standard curriculum for nursing programs including universal principles of nursing care management, maternal child and pediatric nursing, psychiatric and mental

health nursing, as well as pharmacology, adult health and critical care. It includes a review of the structure and scoring of the NCLEX-RN, as well as suggestions for preparation and test taking strategies.

### **NUR 297**

#### **Workshop**

1 to 6 credits

Offered upon request  
Activity/Personal Enrichment

Designed to meet a variety of needs for students in Nursing.

### **NUR 298**

#### **Workshop**

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Designed to meet a variety of needs for students in Nursing.

### **NUR 299**

#### **Independent Study**

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## **PHILOSOPHY**

### **PHI 101**

#### **Introduction to Philosophy**

3 credits

GE category: Humanities

Offered upon request

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Survey of philosophy with emphasis on Western thought; emphasis primarily on social/political philosophies, logic, ethics, philosophy of religion, philosophy of science and aesthetics.

### **PHI 298**

#### **Workshop**

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Designed to meet a variety of needs for students in Philosophy.

### **PHI 299**

#### **Independent Study**

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## **PHYSICS**

### **PHY 107**

#### **Physical Concepts**

4 credits

GE category: Lab Science  
Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Students are introduced to basic physical concepts in mechanics, fluids, heat, sound, optics, electricity, magnetism, atomic and nuclear physics. Recommend completion of one year of high school algebra.

### **PHY 111**

#### **General Physics I**

4 credits

GE category: Lab Science

Offered every fall semester

Prerequisite: MAT 181 with a grade of "C" or higher or concurrent enrollment in MAT 181 or placement test score as established by District policy or division approval

This course covers the fundamental principles of mechanics, waves, thermodynamics, fluids, and periodic motion. Problem solving is on the trigonometric level.

### **PHY 112**

#### **General Physics II**

4 credits

GE category: Lab Science

Offered every spring semester

Prerequisite: PHY 111

Covers fundamental principles of electricity, magnetism and optics. Problem solving on algebraic level.

### **PHY 211**

#### **Physics with Calculus I**

5 credits

GE category: Lab Science

Offered every fall semester

Prerequisite: MAT 220 or concurrent enrollment in MAT 220 required

Covers fundamental principles of mechanics, fluids, thermodynamics, and wave motion using calculus.

### **PHY 212**

#### **Physics with Calculus II**

5 credits

GE category: Lab Science

Offered every spring semester

Prerequisite: PHY 211

Covers fundamental principles of electricity and magnetism. Problem solving using calculus.

### **PHY 298**

#### **Workshop**

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Designed to meet a variety of needs for students in Physical Science.

### **PHY 299**

#### **Independent Study**

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## **POLITICAL SCIENCE**

### **POS 110**

#### **United States National Politics**

3 credits

GE category: Social Sciences

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Examines the principles, structure, and political process of American national government and related problems. Meets the federal government requirement for teacher certification. This course is designed for full-time students who are Political Science majors, or are filling General Education requirements, or are seeking to fill U.S. Constitution requirements for a teaching certificate.

### **POS 220**

#### **United States and Arizona Constitution**

3 credits

Offered every fall semester

Examines constitutional features and structure of American national government and Arizona government. Surveys political history and contemporary problems of Arizona. Meets the federal and Arizona government requirement for teacher certification. This course is designed to meet certification needs of employed teachers in the area served by Eastern Arizona College. The first five weeks of the semester will deal with Arizona Constitution and history; the remaining time will deal with the U.S. Constitution.

### **POS 221**

#### **Arizona Constitution and Government**

1 credit

Offered every fall and spring semester

Examines constitutional features and structure of Arizona

government. Surveys political history and contemporary problems of Arizona. Meets Arizona Constitution requirement for teacher certification. This course meets the first five weeks of each semester.

### **POS 298**

#### **Workshop**

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Designed to meet a variety of needs for students in Political Science.

### **POS 299**

#### **Independent Study**

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## **PSYCHOLOGY**

### **PSY 101**

#### **Introduction to Psychology**

3 credits

GE category: Social Sciences

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

A general survey of the important concepts in psychology with traditional theories and modern developments. It includes, but is not limited to, such topics as the history of psychology, the biological foundations of behavior, learning, memory, problem solving, sensation and perception, states of consciousness, motivation, emotions, personality, intelligence, gender and sexuality, and abnormal behavior.

### **PSY 171**

#### **Child Growth and Development**

3 credits

Offered every spring semester

Gives the student a broad, comprehensive view of the child at each stage of development from conception through middle childhood. Considers the biological, cognitive, personality, and social aspects of development. Identical to ECE 171.

**PSY 220****Introduction to Statistics**

3 credits

*Offered every fall and spring semester**Prerequisite: MAT 140 or MAT 154 or higher with a grade of "C" or higher or placement test score as established by District policy*

Introduces statistical methods as applied to collecting, tabulating, analyzing, presenting and interpreting data. Topics covered include frequency distributions, measures of central tendency, measures of dispersion, elementary probability theory, estimation, hypothesis testing, regression and correlation. A basic course for students in business, behavioral and social sciences. Identical to MAT 160.

**PSY 230****Social Psychology**

3 credits

*GE category: Social Sciences*  
*Offered every fall semester**Prerequisite: PSY 101 with a grade of "C" or higher, and ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

The course presents an analysis of the way individuals think, feel, and behave in social situations and what factors influence our social behavior. The dynamics of individual and group behavior, and the perception of gender and ethnic differences as applied to the development of attitudes and values are also presented.

**PSY 240****Abnormal Psychology**

3 credits

*GE category: Social Sciences*  
*Offered every spring semester**Prerequisite: PSY 101 with a grade of "C" or higher, and ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

This is a survey course that includes historical and contemporary definitions of the theories and research regarding the field of abnormal psychology. It includes assessment, diagnosis, and treatment of anxiety disorders, mood disorders, dissociative disorders, stress and physical health, personality disorders, body disorders, schizophrenic disorders, and life-span disorders.

**PSY 250****Developmental Psychology**

3 credits

*GE category: Social Sciences*  
*Offered every fall semester**Prerequisite: PSY 101 with a grade of "C" or higher, and ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

The study of individual behavior from conception through childhood, adolescence, adulthood, middle and old age. Determiners of psychological growth: motor, social, emotional, intellectual, language, and personality development are presented.

**PSY 270****Experimental Psychology**

4 credits

*GE category: Social Sciences, Intensive Writing*  
*Offered every spring semester**Prerequisites: ENG 102 with a grade of "C" or higher, and PSY 220 or MAT 160 with a grade of "C" or higher, and PSY 101 with a grade of "C" or higher*

This course is an introduction to the experimental and quantitative methods used by psychologists to generate new psychological knowledge, and to determine the generality, validity, and reliability of research data. Laboratory will offer demonstrations as well as direct experience with research methods and techniques, and with methods for the analysis, description, and reporting of research results. Students will design and conduct an experiment as approved by the instructor.

**SMALL BUSINESS MANAGEMENT***(For more business courses, see Business and Business Administration)***SBM 101****Sales and Customer Service**

3 credits

*Offered every fall semester*

Explores the importance of selling as a business activity, knowledge of the product and customer, the sales communication process, and the specific techniques and strategies used in selling. Also emphasizes customer service concepts crucial to the operation of a successful business.

**SBM 105****Getting Customers and Keeping Them**

1 credit

*Offered upon request*

A course to help participants take an active role in the attraction,

nurture, and maintenance of customers or clients in the very competitive twenty-first century global economy by participating in positive customer service activities. Designed for managers.

**SBM 106****eBay as a Home-Based Business**

1 credit

*Offered upon request**Offered in Gila County only*

This course is designed to provide students the opportunity to learn and practice the skills required to open and operate a successful home-based business using eBay and other Internet auction and resource sites. Basic familiarity with computer operations and the Internet is recommended.

**SBM 110****Introduction to Entrepreneurship**

3 credits

*Offered every fall semester*

Introduces the entrepreneurial concepts of business management, including planning, raising capital, using business information, managing employees, and marketing products and services. The course includes the principles needed to operate a business and is designed for those who plan to have their own businesses and for those who desire to upgrade their skills in business management.

**SBM 111****Marketing**

3 credits

*Offered every fall and spring semester*

A study of all the business functions performed in getting goods and services from the producer to the consumer, including understanding the customer and designing an appropriate system of products, pricing, promotion, and distribution to meet customer needs.

**SBM 121****Supervision**

3 credits

*Offered every spring semester*

This course explores the supervisory skills needed to become a successful supervisor. It accomplishes this objective through coverage of the principles of management: planning, organizing, staffing, leading, and control. Students receive hands-on experience in many situations faced by supervisors.

**SBM 201****Small Business Management**

3 credits

*Offered every fall semester*

Introduces the fundamentals of business management, including planning, raising capital, using business information, managing employees, and marketing products and services. The course is oriented toward principles needed to operate a small business and is designed for those who may eventually have their own businesses or for those who desire to upgrade their skills in their present businesses.

**SBM 211****Financial Management**

3 credits

*Offered every fall semester*

Presents the principles of business financial management, including financial planning, understanding and analyzing financial statements, working capital management, break-even analysis, and raising capital. Emphasis is placed on using financial information for making effective business decisions.

**SBM 221****Business Ethics**

3 credits

*Offered every spring semester*

Improving the quality of business decisions and enhancing long-term business success through understanding ethical dilemmas, moral philosophy, character development, social responsibility, organizational culture, and special issues in a global economy.

**SBM 231****Business Planning**

1 credit

*Offered every fall and spring semester**Prerequisite: CMP 101 or CMP 103*

Develops skills for writing a business plan on computer, using word processing and spreadsheet software. All areas of a business plan will be covered, including the business market, mission statement, operations, products/services, marketing plan, and financial plan.

**SBM 260****Small Business Initiative**

2 credits

*Offered upon request*  
*Activity/Personal Enrichment*

This 10 week 32 hour course is designed to help small business owners or operators write a business plan that includes a comprehensive financial management plan, along with

operational and marketing strategies. Through lively lectures, small group discussions, videos and plenty of hands-on exercises, you will develop your marketing strategies, perform financial analysis, prepare your cash flow statement and look at many operational issues. Course instructors come from small business ownership experience.

### **SBM 261** **NxLevel Entrepreneurial Management**

*3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

NxLevel is designed to help entrepreneurs learn the skills needed to create, develop and strengthen successful business ventures. NxLevel addresses the special needs of the entrepreneurs by providing a practical, hands-on, common sense approach to developing their small business—whether just starting out or ready to grow and expand. NxLevel incorporates (1) experienced business educators, with prominent business leaders as guest speakers for each teaching module, (2) networking and learning opportunities with local business leaders and participants, (3) comprehensive textbooks, workbooks, and resource guides, (4) one-on-one business counseling and support as needed or desired, (5) learning environment to practice creative problem solving.

### **SBM 297** **Workshop**

*1 to 6 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Small Business Management.

### **SBM 298** **Workshop**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Small Business Management.

### **SBM 299** **Independent Study**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

## SOCIAL SERVICES

### **SSE 110** **Introduction to Social Work**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

This course examines the profession of social work, its value base, field of practice, and societal role. Major social problems, philosophies of social welfare provision, program and policy initiative, and the response of social work as a profession are addressed. In addition, the obligation of professional social workers to promote social and economic justice on the behalf of populations vulnerable to or oppressed by ethnocentrism, racism, sexual orientation, disability, ageism, or religious/spiritual affiliations is emphasized.

### **SSE 121** **Study of Substance Abuse**

*3 credits*  
*Offered upon request*  
*Offered in Gila County only*

This course is designed to improve knowledge pertaining to substance abuse. It will assist the student in gaining an understanding of the general phenomena of substance abuse; its etiology, psychological, and biological effects; specific abuse problems; and legal, social, and treatment issues. Student will acquire a broad overview of the social work profession.

## SOCIOLOGY

### **SOC 101** **Introduction to Sociology**

*3 credits*  
*GE category: Social Sciences*  
*Offered every fall and spring semester*

*Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

Examines the nature and scope of sociology, its terminology and concepts; studies sociological perspectives, social processes, social institutions, development of society, and characteristics of social life.

### **SOC 110** **Marriage and the Family**

*3 credits*  
*GE category: Social Sciences*  
*Offered every fall and spring semester*

*Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

Studies how relationships are formed, courting practices and adjustment strategies to couple and marital living as well as problems and solutions associated with marriage and family life. The class has an active, open discussion nature, facilitating open thinking and personal decision making strategies.

### **SOC 201** **Social Problems**

*3 credits*  
*GE category: Social Sciences*  
*Offered every fall and spring semester*

*Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

Studies the principal social problems of contemporary America: delinquency, crime, violence, substance abuse, education, minority relationships, aging, population, and ecology.

### **SOC 299** **Independent Study**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

## SPEECH COMMUNICATIONS

### **SPC 100** **Introduction to Human Communication**

*3 credits*  
*Offered every fall and spring semester*

A topics-oriented introduction to basic theories, dimensions, and concepts of human communicative interaction and behavior.

### **SPC 150** **Oral Interpretation of Literature**

*3 credits*  
*GE category: Humanities*  
*Offered every fall and spring semester*  
*Prerequisite: ENG 101 with a grade of "C" or higher*

Imaginative and skillful oral rendering of prose and poetry through study of literature and techniques of presentation.

### **SPC 201** **Public Speaking**

*3 credits*  
*GE category: Humanities, Intensive Writing*  
*Offered every fall and spring semester*  
*Prerequisite: ENG 101 with a grade of "C" or higher*

Study and practice of effective, audience-centered public speaking. Includes methodology of written and spoken communication. Students generate a minimum of 2,500 words including revisions throughout the semester.

### **SPC 220** **Voice and Diction**

*2 credits*  
*Offered every spring semester*  
Studies speaking voice, trains in articulation and pronunciation, and applies principles of phonetics to interpretation.

### **SPC 298** **Workshop**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Speech Communications.

### **SPC 299** **Independent Study**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*  
Design and execution of original projects under faculty supervision.

## TECHNICAL EDUCATION

### **TEC 101** **Technical Math I**

*4 credits*  
*GE category: AAS degree only*  
*Offered every fall and spring semester*  
*Prerequisite: MAT 077 with a grade of "C" or higher or placement test score as established by District policy*

A continuation of Elementary Algebra. Topics include functions, systems of equations, inequalities, quadratics, radicals, and conic sections. Identical to MAT 120.

### **TEC 102** **Technical Math II**

*4 credits*  
*GE category: AAS degree only*  
*Offered every spring semester*  
*Prerequisite: TEC 101 with a grade of "C" or higher or MAT 120 with a grade of "C" or higher*

An introduction to functions including error analysis, analytical and numerical trigonometry,

systems of linear equations, vector algebra, and three dimensional geometry. Using mathematics and a scientific calculator or computer software to solve technical problems is emphasized.

### **TEC 112** **Basic Hydraulics and Pneumatics**

*2 credits*  
*Offered every fall and spring semester*

Provides instruction in the principles and applications of fluid power in an industrial setting. Emphasizes safely installing, maintaining, and troubleshooting hydraulic and pneumatic systems.

### **TEC 115** **Water and Wastewater Plant Operation**

*3 credits*  
*Offered upon request*

Designed to provide the student with the knowledge, skills, and techniques required to pass a State of Arizona Certification Examination for Class I or Class II Water or Wastewater Plant Operator.

### **TEC 116** **Rigging**

*1 credit*  
*Offered every fall and spring semester*

Provides instruction in the use of slings and common rigging hardware. Emphasizes basic rigging techniques, hitch configurations, safe loading practices, and load inspection, as well as the use of American National Standards Institute (ANSI) hand signals.

### **TEC 118** **Equipment Management Systems**

*1 credit*  
*Offered every fall and spring semester*

This course provides instruction in planning and scheduling of manpower and resources. This course's focus is on asset registration and equipment tracking. Course also includes an overview of non-destructive predictive technologies.

### **TEC 120** **Aviation Ground School I**

*3 credits*  
*Offered upon request*

Comprehensive instruction in theory of flight, navigation, aircraft operation, and Federal Aviation regulations. Prepares the student for the FAA written test for the private and commercial pilot applications. It is desirable to take TEC 120 and 121 concurrently. These two courses meet the requirements for taking the FAA exam.

### **TEC 121** **Aviation Ground School II**

*3 credits*  
*Offered upon request*

Comprehensive instruction in theory of flight, navigation, aircraft operation, and Federal Aviation regulations. Prepares the student for the FAA written test for the private and commercial pilot applications. It is desirable to take TEC 120 and 121 concurrently. These two courses meet the requirements for taking the FAA exam.

### **TEC 123** **Aviation Ground School**

*6 credits*  
*Offered upon request*  
*Prerequisite: TEC 120 and TEC 121*

Designed to assist the student in preparation for the FAA written exam for the private, commercial and flight instructor license and, if desired, for the instrument rating.

### **TEC 150** **Heavy Equipment Operation I**

*6 credits*  
*Offered upon request*  
*Offered in Gila County only*  
*Prerequisite: Must be at least 18 years of age at the start of the class; Present proof of valid motor vehicle operator's license; Present proof of complete drug screen indicating negative results for drugs; Must have successfully completed either OSHA 10 or MSHA Training. Submit documentation of the prerequisites with the completed Proof of Prerequisites Form to the Records and Registration Office.*

This course is an introduction to the use of heavy equipment with emphasis on safety, preventive maintenance, and grade stake interpretation.

### **TEC 151** **Heavy Equipment Operation II**

*6 credits*  
*Offered upon request*  
*Offered in Gila County only*  
*Prerequisite: Must be at least 18 years of age at the start of the class; Present proof of valid motor vehicle operator's license; Present proof of complete drug screen indicating negative results for drugs; Must have successfully completed either OSHA 10 or MSHA Training. Submit documentation of the prerequisites with the completed Proof of Prerequisites Form to the Records and Registration Office.*

This course is designed to introduce the trainee to the basic concepts and procedures related to using heavy equipment to perform earthwork. The course identifies the most appropriate types of equipment for specific jobs and describes the basic operations of the equipment.

### **TEC 155** **Commercial Driver License Class B**

*5 credits*  
*Offered upon request*  
*Offered in Gila County only*  
*Prerequisite: Must be at least 18 years of age at the start of the class; Present proof of valid motor vehicle operator's license; Present proof of complete drug screen indicating negative results; Physically qualified as outlined by Arizona Department of Transportation; Must have social security card; Must present proof that there have been no DUI convictions for the past five years; Must present proof of satisfactory driving record with no more than three moving violations during the past three years. Submit documentation of the prerequisites with the completed Proof of Prerequisites Form to the Records and Registration Office.*

This course is a comprehensive study of basic theories, applied laws, and practices related to driving a Class B commercial vehicle. The student who successfully completes this course will receive a CDL Class B Learner's permit. This course

does not include the Hazardous Materials Endorsement.

### **TEC 171** **Renewable Energy Technology**

*2 credits*  
*Offered every fall semester*

This course provides an introduction to renewable and alternative energy technology. Students will learn the following aspects of renewable energy; history, conservation, climate change, passive and active solar systems, wood heat, wind energy, micro-hydro electricity, and bio-fuels.

### **TEC 172** **Photovoltaic Design and Application**

*2 credits*  
*Offered every fall semester*

This course provides an introduction into the science of active solar energy, converting sunlight into electricity. Students will learn the following aspects of photovoltaic energy; history, basic electricity, solar energy, conversion factors, wiring, site design, installation, and maintenance.

### **TEC 173** **Passive Solar Design and Application**

*2 credits*  
*Offered every spring semester*

This course provides an introduction into the technology and application of passive solar energy as a renewable and energy efficient form of construction. Students will learn the following aspects of passive solar energy providing heating and cooling; types of solar collectors, water system components, space heating systems, site and sizing criteria, installation procedures, operation and maintenance.

### **TEC 174** **Wind Turbine Design and Application**

*2 credits*  
*Offered every spring semester*

This course provides an introduction into the science of small wind turbine derived energy, converting wind into electricity. Students will learn the following aspects of small wind turbine energy; history, basic electricity, climate and weather energy, conversion factors, wiring, site analysis, site design, installation, and maintenance. Small wind turbines have <100kw generation capacity.

**TEC 191****Industry Internship I**  
1 to 4 credits*Offered every fall semester*  
*Activity/Personal Enrichment*

Eastern Arizona College offers industry internship courses for students who have selected a specific career objective in an industrial-technical field. Designed to give students the opportunity to learn through supervised work experiences, the courses integrate students' educational activities with on the job learning opportunities. Meetings with the Coordinator are designed to assist students in identifying activities (competencies they will complete on the job), learning job survival and improvement skills, and developing effective human relations and communications skills.

**TEC 192****Industry Internship II**  
1 to 4 credits*Offered every spring semester*  
*Activity/Personal Enrichment*

Eastern Arizona College offers industry internship courses for students who have selected a specific career objective in an industrial-technical field. Designed to give students the opportunity to learn through supervised work experiences, the courses integrate students' educational activities with on the job learning opportunities. Meetings with the Coordinator are designed to assist students in identifying activities (competencies they will complete on the job), learning job survival and improvement skills, and developing effective human relations and communications skills.

**TEC 260****Technical Report Writing**  
3 credits*GE category: AAS degree only*  
*Offered every fall and spring semester*

*Prerequisite: ENG 100 or ENG 101*  
Drafting and revising memos, letters, resumes, proposals, and interpretive reports. Identical to ENG 260.

**TEC 291****Industry Internship III**  
1 to 4 credits*Offered every fall semester*  
*Activity/Personal Enrichment*

Eastern Arizona College offers industry internship courses for students who have selected a specific career objective in an industrial-technical field. Designed to give students the opportunity to learn through supervised work experiences, the courses

integrate students' educational activities with on the job learning opportunities. Meetings with the Coordinator are designed to assist students in identifying activities (competencies they will complete on the job), learning job survival and improvement skills, and developing effective human relations and communications skills.

**TEC 292****Industry Internship IV**  
1 to 4 credits*Offered every spring semester*  
*Activity/Personal Enrichment*

Eastern Arizona College offers industry internship courses for students who have selected a specific career objective in an industrial-technical field. Designed to give students the opportunity to learn through supervised work experiences, the courses integrate students' educational activities with on the job learning opportunities. Meetings with the Coordinator are designed to assist students in identifying activities (competencies they will complete on the job), learning job survival and improvement skills, and developing effective human relations and communications skills.

**TEC 297**  
**Workshop**

1 to 6 credits

*Offered upon request*  
*Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Technical Education.

**TEC 298**  
**Workshop**

1 to 3 credits

*Offered upon request*  
*Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Technical Education.

**TEC 299****Independent Study**

1 to 3 credits

*Offered upon request*  
*Activity/Personal Enrichment*

Design and execution of original projects under faculty supervision.

**THEATRE AND CINEMATIC ARTS****THC 105****Introduction to Theatre**  
3 credits*GE category: Humanities*  
*Offered every fall and spring semester*

*Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy*

This course is an introductory level survey course intended, through the study of plays and production techniques as well as play attendance, to provide students with a broad base of knowledge about the theatre.

**THC 110****Acting I**

3 credits

*Offered every fall semester*

An examination of the fundamentals of acting, including improvisation, terminology, and monologue work.

**THC 111****Acting II**

3 credits

*Offered every spring semester*

This course is an introduction to Stanislavsky's System of actor training. The actor will learn technique, inner truth, subtext, the Magic If, and other elements of this internationally known actor training. This course will also prepare the actor for future auditions by teaching the proper techniques for effective: resumes, headshots, audition introductions, and memorized monologues.

**THC 112****Acting for Film**

2 credits

*Offered upon request*

Study and command of techniques of acting; analytical studies of visual aspects of characterization, together with the actor's relationship to the stage and all parts of play production; training in poise, movement, pantomime, interpretation of lines, and in theatre and drama appreciation. Opportunity for experience in college productions.

**THC 117****Voice and Diction for Theater**

3 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

An introduction to vocal training for production of Standard American Speech with an emphasis on resonance, breath control, vocal relaxation, and posture using the International Phonetic Alphabet and a variety of contemporary approaches to vocal training.

**THC 120****Theatre Workshop I**

1 to 2 credits

*Offered every fall semester*  
*Activity/Personal Enrichment*

This class is a special opportunity available to students who seek to create with their fellows the "delicate illusionary reality that we call the theatre." The department believes that the education of students is enriched by participation in the actual process of creating a performance and by participation in a variety of experiences in the process. The emphasis of all the course requirements is on commitment, teamwork, and dedication to the goal shared in common by all in the process.

**THC 121****Theatre Workshop II**

1 to 2 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

Continuation of THC 120. This class is a special opportunity available to students who seek to create with their fellows the "delicate illusionary reality that we call the theatre." The department believes that the education of students is enriched by participation in the actual process of creating a performance and by participation in a variety of experiences in the process. The emphasis of all the course requirements is on commitment, teamwork, and dedication to the goal shared in common by all in the process.

**THC 140**  
**Costume Construction**  
2 credits

*Offered every fall semester*  
*Activity/Personal Enrichment*

This is the foundational course for all other courses in Costume Design and Costume Technology. The techniques you learn in this course will become your building blocks for all other courses in this area of study. The skills samples provide an opportunity for hands-on practice of standard costume-construction methods.

**THC 141**  
**Introduction to Costume Design**  
2 credits

*Offered upon request*  
*Activity/Personal Enrichment*  
*Prerequisite: THC 140 with a grade of "C" or higher*

Students will explore the design process, costume silhouette and detail, and scripts and character analysis within the context of historical theatrical costuming.

**THC 160**  
**Repertory Acting Company I**  
1 to 3 credits

*Offered every fall semester*  
*Activity/Personal Enrichment*

Performance oriented acting course that emphasizes the techniques of performing, staging, and the professionalism of the theatre. The company will tour various churches, schools, conventions, etc.

**THC 161**  
**Repertory Acting Company II**  
1 to 3 credits

*Offered every spring semester*  
*Activity/Personal Enrichment*  
Continuation of THC 160.

**THC 203**  
**Principles of Dramatic Structure**  
3 credits

*Offered every fall semester*  
Analysis, interpretation, and evaluation of dramatic literature for theatrical production. Selected readings.

**THC 205**  
**Musical Theatre I**  
3 credits

*Offered every spring semester*  
*Activity/Personal Enrichment*  
A survey of musical theatre, its origins, development, and influence and practical evaluation of involved skills.

**THC 220**  
**Theatre Workshop III**  
1 to 2 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

Continuation of THC 121. This class is a special opportunity available to students who seek to create with their fellows the "delicate illusionary reality that we call the theatre." The department believes that the education of students is enriched by participation in the actual process of creating a performance and by participation in a variety of experiences in the process. The emphasis of all the course requirements is on commitment, teamwork, and dedication to the goal shared in common by all in the process.

**THC 221**  
**Theatre Workshop IV**  
1 to 2 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

Continuation of THC 220. This class is a special opportunity available to students who seek to create with their fellows the "delicate illusionary reality that we call the theatre." The department believes that the education of students is enriched by participation in the actual process of creating a performance and by participation in a variety of experiences in the process. The emphasis of all the course requirements is on commitment, teamwork, and dedication to the goal shared in common by all in the process.

**THC 230**  
**Stage Makeup**  
2 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

To teach and give experiences in basic design and application of stage makeup, based on character analysis of an individually-chosen character from a play, movie, or piece of literature.

**THC 231**  
**Stagecraft**  
3 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*  
Stagecraft will introduce to the student a practical approach to the technical and production aspects of musical theatre and drama. Students will use a variety of techniques as they learn scenic artistry and develop the skills needed to construct scenery, hang and focus lighting instruments, and implement a sound system

for effects and reinforcement. In conjunction with the Music and Drama Departments, students will take an active role in each of the major productions.

**THC 236**  
**Introduction to Scene Design**  
3 credits

*Offered every fall and spring semester*  
*Prerequisite: THC 231*

Basic principles of scene design including script analysis, design elements, model building, rendering techniques, and design project.

**THC 260**  
**Repertory Acting Company III**  
1 to 3 credits

*Offered every fall semester*  
*Activity/Personal Enrichment*  
Continuation of THC 161.

**THC 261**  
**Repertory Acting Company IV**  
1 to 3 credits

*Offered every spring semester*  
*Activity/Personal Enrichment*  
Continuation of THC 260.

**THC 298**  
**Workshop**  
1 to 3 credits

*Offered upon request*  
*Activity/Personal Enrichment*  
Designed to meet a variety of needs for students in Theatre and Cinematic Arts.

**THC 299**  
**Independent Study**  
1 to 3 credits

*Offered upon request*  
*Activity/Personal Enrichment*  
Design and execution of original projects under faculty supervision.

## WELDING

**WLD 101**  
**Welding**  
2 to 3 credits

*Offered every fall and spring semester*

This course teaches principles of arc and oxyacetylene welding, flame cutting, and brazing with emphasis on mastering basic welding techniques.

**WLD 108**  
**Oxyacetylene Welding and Metal Fabrication**  
3 credits

*Offered every fall semester*  
A basic welding and metal fabrication course which stresses theory and application in welding methods including oxyacetylene welding, brazing, cutting, and soldering. Instruction is also given on sheet metal layout and construction. Identical to MSP 108.

**WLD 111**  
**Arc Welding**  
3 credits

*Offered upon request*  
*Activity/Personal Enrichment*  
Arc welding machines, their use and care; flat, vertical, overhead welding will be covered using various types of electrodes. Welding safety and basic electrical principles will be covered.

**WLD 114**  
**Advanced Arc Welding**  
3 credits

*Offered upon request*  
*Activity/Personal Enrichment*  
Advanced welding techniques on the basic positions. Introduction to other electronic welding processes with destructive and nondestructive testing.

**WLD 124**  
**MIG Welding**  
3 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*  
The basic principles of inert gas welding using a MIG welder. Basic skills will be developed using a MIG welder on a variety of materials.

**WLD 126**  
**TIG Welding**  
3 credits

*Offered every fall and spring semester*  
*Activity/Personal Enrichment*  
The basic principles of inert gas welding using a TIG welder. Basic skills will be developed using a TIG welder on a variety of materials and all positions.

**WLD 201**  
**Repair Welding and Fabrication**

*3 credits*  
*Offered spring semester in odd-numbered years*  
*Prerequisite: WLD 101 with a grade of "C" or higher*

This course covers the safe and efficient use of welding tools and techniques to repair and maintain industrial machinery. The course emphasizes the fabrication of guards and brackets, welding of dissimilar metals, structural welding, out-of-position welding, MIG welding, SMAW welding, air arc welding, various grinding and cutting tools, shears, breaks, and rollers.

**WLD 211**  
**Pipe Welding**

*3 credits*  
*Offered spring semester in even-numbered years*  
*Prerequisite: WLD 101 or WLD 108 or instructor permission*

This course provides skill development in advanced arc welding techniques in all positions. In this course student will use TIG, GMAW, plasma and flame cutting equipment. This course places an emphasis on preparing the

student to take the AWS welding certification test.

**WLD 260**  
**Flux Cored Arc and Gas Metal Arc Welding**

*3 credits*  
*Offered every spring semester*  
*Prerequisite: WLD 101 and WLD 108, or instructor approval*

This course teaches flux cored arc welding (FCAW) and gas metal arc welding (GMAW) principles and techniques. Course includes metal preparation processes, equipment set-up, and welding techniques related to different metal types and welding positions. This course helps prepare students for American Welding Society (AWS) entry-level certifications.

**WLD 270**  
**Technical Welding**

*3 credits*  
*Offered every spring semester*  
*Prerequisite: WLD 101 or WLD 108 or instructor permission*

This course teaches welding processes as used in modern industry. Course provides instruction in and experience with all major welding processes with emphasis on proper welding techniques to ensure students

understand industry requirements. This course places an emphasis on preparing the student to take the AWS welding certification test.

**WLD 290**  
**Welding Certification**

*1/2 to 1 credit*  
*Offered every fall and spring semester*  
*Activity/Personal Enrichment*

This course is the practical application of previously learned practices and theories, and is designed to prepare an individual for AWS and other certifications.

**WLD 297**  
**Workshop**

*1 to 6 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Welding Technology.

**WLD 298**  
**Workshop**

*1 to 3 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Designed to meet a variety of needs for students in Welding Technology.

**WLD 299**  
**Independent Study**

*1 to 4 credits*  
*Offered upon request*  
*Activity/Personal Enrichment*

Research, design and execution of original projects under faculty supervision.



# northern arizona university

## DEGREE OFFERINGS FROM NAU

Northern Arizona University and Eastern Arizona College are working together to bring you a variety of bachelor and master degrees in fields such as:

- Administration
- Business Administration
- Education
- Health Sciences
- Hotel & Restaurant Management
- Humanities
- Nursing
- Parks & Recreation Management
- Public Agency Management
- 90/30 Interdisciplinary Studies
- And more!

## ADMISSION

New undergraduate students must complete the Undergraduate Admission Application. Graduate students, full- or part-time, should complete the Application for Graduate Admission. Those students who wish to pursue a degree must request that official transcripts be mailed to NAU. Both application forms are available online at [www.nau.edu](http://www.nau.edu) or at the NAU-Eastern Arizona College office in AP-113.

## REGISTRATION

Consult with your EAC advisor and your local NAU Advisor for course selection, dates, times, and registration processes.

## FINANCIAL AID

Because of NAU's partnership with Eastern Arizona College, you might qualify for financial aid that you otherwise could not receive. Inquire to the NAU Office of Student Financial Aid at (928) 523-4951.

## TEXTBOOK INFORMATION

Textbooks are available from the NAU Bookstore online at [www.bookstore.nau.edu](http://www.bookstore.nau.edu).

## GETTING STARTED

Call your NAU Thatcher office to set up an appointment to meet with an NAU advisor. You will need to provide an unofficial copy of your transcripts prior to or during your appointment.

## CONTACT INFORMATION

Northern Arizona University-Thatcher  
Eastern Arizona College  
615 N. Stadium Avenue  
Thatcher, AZ 85552  
(800) 426-8315, Ext. 4-1921  
(928) 428-8344  
Located in Room 113 of the AP Building

## NAU DEGREE PREVIEWS

**Administration:** Designed for students who seek entry or advancement within a wide variety of administrative occupations, including within the private and public sectors.

**Business Administration:** A foundation for professional growth or graduate education. You will acquire problem solving, leadership, and

communication skills that will prepare you to work effectively in large or small organizations, start your own small business, or continue with a graduate level degree. Emphasis areas include global business, small business, and management.

**Education:** Multiple programs designed to prepare education professionals to create the schools of tomorrow. Along with learning how to teach and what to teach, you will have opportunities to experience increasingly complex assignments in classrooms with master teachers. Fieldwork and practicum are integral parts of your professional teaching preparation. These programs lead to teacher certification in the state of Arizona.

**Health Sciences:** NAU offers a wide variety of degree programs in the health sciences including allied health, dental hygiene, medical imaging, medical assisting, paramedic care, physical therapy assisting, respiratory care, and surgical technology. These programs are designed for students who possess an Associate of Applied Science degree and who want to earn a bachelors degree via distance learning while continuing to work. These enhance theoretical and clinical knowledge and promote career advancement in management, education, public health, sales, marketing, and research.

**Hotel & Restaurant Management:** Will develop students' professional and technical competence in preparation for leadership responsibility in hospitality-related enterprises. The undergraduate degree curriculum is designed to provide intellectual growth, communication skills, ethical awareness, appreciation of values and society, and professional knowledge of the hospitality industry.

**Humanities:** The objective of this degree program is threefold. First, our courses help you develop a critical knowledge of the diverse ideas and values espoused by both Western and non-Western cultures. Second, we help you perfect essential skills such as effective writing, critical reading, critical thinking, ethical reasoning, and creativity. Our third objective is to prepare you for a variety of specific careers or for graduate study.

**Nursing:** Our program builds on the knowledge and skills that registered nurses have acquired through a diploma or associate degree program. This degree gives nurses the credentials needed to advance in the nursing profession. To be eligible for this program, you must have graduated from a state or nationally accredited nursing program. To be eligible for the RN-BS program you must be a Registered Nurse (RN) and should have completed at least one of the following: A.A.S. in Nursing, A.S. in Nursing, A.A. in Nursing, or a diploma in nursing.

**Parks and Recreation Management:** Accredited by the National Recreation and Park Association, this program prepares professionals for rewarding positions in the exciting and rapidly growing field of parks, recreation, and leisure services through traditional campus and web based courses. Through small classes, experimental education, and real life challenges, students learn to plan, organize and facilitate challenging and satisfying leisure service programs to meet the needs of an ever-changing population.

**Public Agency Management:** Specifically designed for those who are seeking careers in government policy and administration. Our courses help students develop the skills and gain the insights needed to plan and formulate policy, and to manage, organize and implement operations in the public arena. This program is suited for individuals who desire to earn a bachelor degree to advance in their careers, seek personal intellectual enrichment, enter a pre-professional program in areas of criminal justice, social and community services or public and private assistance programs.

**New 90/30 Programs:** NAU'S flexible 90-30 programs offer you an opportunity to design a plan of studies, in consultation with an advisor, to meet your individual needs. With the 90-30 program you may transfer a maximum of 90 credit hours of community college and/or university credits from a regionally accredited institution. Students who have completed an AGECE will have fulfilled the requirement for the 35 units of liberal studies. Student can complete a degree program with as little as 30 credits from NAU.

# disclosures

## ACCOMMODATION FOR STUDENTS WITH DISABILITIES

Eastern Arizona College will provide students with disabilities, who meet eligibility requirements, reasonable and appropriate accommodations to participate in the educational experiences offered by the College. Services may include tutorial assistance, readers, signers, note taking assistance, Braille or taped text, electronic formatted materials, accessibility provisions, modifications to classrooms and other facilities, modifications to testing procedures, and other accommodations determined to be appropriate.

Students seeking an accommodation should contact the Counseling Office at Eastern Arizona College, 615 North Stadium Avenue, Thatcher, Arizona 85552, telephone (928) 428-8425, to specify the nature of the accommodation requested. The college will respond to specific student requests for accommodation or auxiliary aids and services in a prompt and reasonable fashion. It is the responsibility of the student to inform the College at the address or by telephone specified above of his/her acceptance of an accommodation plan and to schedule a meeting with staff to begin implementation of a plan.

Reasonable accommodation shall not be construed as a guarantee of student success. Rather, reasonable accommodation provides the opportunity to participate. Reasonable accommodation is not in any way intended to devalue the end educational product.

## ACADEMIC ADJUSTMENTS AND REASONABLE ACCOMMODATIONS FOR STUDENTS WITH COGNITIVE DEVELOPMENT DISORDERS

Students requesting an accommodation to address cognitive development disorders must:

1. Have been admitted to Eastern Arizona College,
2. Provide Eastern Arizona College with psycho-educational, psychological, psychiatric, or other appropriate diagnostic evaluation(s), as requested, to document the nature and extent of the disability. This documentation must:
  - a. Include a psychoeducational evaluation that has been accomplished within the parameters of the diagnostic criteria established by the Diagnostic and Statistical Manual of Mental Disorders-IV, hereinafter referred to as the DSM-IV, and
  - b. Include evidence that the evaluator has the appropriate qualifications and credentials for her/him to offer a diagnostic determination within the parameters of the diagnostic criteria for Cognitive Development Disorders established by the DSM-IV, and
  - c. Be on file in the student's permanent record before the student receives accommodation services.

## ACADEMIC ADJUSTMENTS AND REASONABLE ACCOMMODATIONS FOR STUDENTS WITH OTHER DISABILITIES

Students requesting an accommodation to provide an academic adjustment or barrier free access must:

1. Have been admitted to Eastern Arizona College,
2. Provide Eastern Arizona College with an evaluation or medical information certifying the disability, and
3. Include evidence that the evaluator has the professional credentials and or specialized training, which qualifies her/him to offer a diagnostic determination.

## COLLEGE FINANCIAL CONDITION

Students desiring information concerning Eastern Arizona College's financial condition may obtain this information from the Fiscal Control Office.

## DISCLOSURE OF GRADUATION RATES

Students desiring information concerning Eastern Arizona College's graduation rates and transfer-out rates under the Student Right to Know Act, Public Law 101-542, may obtain this information from the Institutional Research Office.

## EEO/AFFIRMATIVE ACTION

Graham County Community College District does not discriminate in admission or access to, or treatment or employment in, its programs and activities on the basis of race, creed, color or national origin, sex, disability or age. You may contact the District EEO/ADA Coordinator at (928) 428-8915, fax (928) 428-2578, mail – Eastern Arizona College, 615 North Stadium Avenue, Thatcher, Arizona 85552-0769; or at the Student Services Building, Office 221.

## EQUITY IN ATHLETICS

Students desiring information concerning Eastern Arizona College's intercollegiate athletic programs under the Equity in Athletics Disclosure Act of 1994, Section 360B of Publication L. 103-382, may obtain this information from the Institutional Research Office.

## FACILITIES

Eastern Arizona College takes pride in having clean, safe, and up-to-date classrooms, laboratories, and performance areas. Specific inquiries about facilities should be addressed to the Admissions Office.

## FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The Family Educational Rights and Privacy Act (FERPA) affords you certain rights with respect to your education records. They are:

1. The right to inspect and review your education records within 45 days of the day the College receives a request for access. Submit to the registrar, dean, head of the academic division or department, or other appropriate official, a written request that identifies the record(s) you wish to inspect. The College official will make arrangements for access and notify you of the time and place where the records may be inspected. If the records are not maintained by the College official to whom the request was submitted, that official shall advise you of the correct official to whom your request should be addressed.
2. The right to request the amendment of your education records that you believe are inaccurate or misleading. You may ask the College to amend a record that you believe is inaccurate or misleading. You should write the College official responsible for the record, clearly identifying the part of the record you want changed, and specify why it is inaccurate or misleading. If the College decides not to amend the record as you request, the College will notify you of the decision and advise you of your right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to you when you are notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in your education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure

to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel); a person or company with whom the College has contracted such as an attorney, auditor, or collection agent); a person serving on the Governing Board; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:  
Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC, 20202-4605

The College hereby designates the following categories of student information as public or "Directory Information." Such information may be disclosed by the institution for any purpose, at its discretion.

- Category I: Name, address, telephone number, email address, dates of attendance, class, and picture.
- Category II: Previous institutions attended, major fields of study, awards, honors (includes Dean's List), degrees conferred (including dates).
- Category III: Past and present participation in officially recognized sports and activities, physical factors (height, weight of athletes), date and place of birth.

You may withhold disclosure of any category of information under the Family Educational Rights and Privacy Act of 1974, as amended. To withhold disclosure, written notification must be received in the Records and Registration Office prior to the last day of registration as stated in the College Catalog. Forms requesting the withholding of Directory Information are available in the Records and Registration Office. The College assumes that the failure of any student to specifically request the withholding of categories of "Directory Information" indicates individual approval for disclosure.

Parents or guardians may have access to the education records of a dependent student defined in the Internal Revenue Code of 1954, Section 152, as evidenced by a notarized affidavit stating that the student is a dependent for income tax purposes, or other documentation as may be separately approved by the registrar, on a case-by-case basis.

A Directory of Records which lists all education records maintained on students by the College is available at the Records and Registration Office. Questions concerning the Family Educational Rights and Privacy Act may be referred to that office.

## NOTIFICATION OF OCCUPATIONAL OPPORTUNITIES

Graham County Community College District informs students, parents, employees and the general public that we provide an equal opportunity occupational education program. All courses, services and activities are offered without regard to race, creed, color or national origin, sex, disability, or age.

Limited English speaking skills will not be a barrier to admission or participation in occupational educational programs. Admissions to Graham County Community College District must meet the criteria as published in the College catalog.

## POLICY FOR REPAYMENT OF TITLE IV FEDERAL STUDENT AID

Federal Regulations regarding repayment of federal financial aid have changed the formula for calculating the amount of aid a student and school may retain when a student withdraws. Students who withdraw from ALL classes prior to completing more than 60% of an enrollment term will have their eligibility for federal aid recalculated based on the percentage of the term completed, which shall be calculated as follows:

$$\frac{\text{Number of Days Completed by Student}}{\text{Total Number of Days in Term}}$$

The total number of calendar days in a term excludes any scheduled breaks of more than five (5) days.

Unearned federal aid (the amount that must be returned to the appropriate program) will be returned in the following order: Federal Pell Grant, then Federal Supplemental Educational Opportunity Grant (FSEOG), and then Federal Academic Competitiveness Grant. Any wages earned under the Federal Work Study Program are exempt from this policy.

Please note that students are responsible for any balance owed to Eastern Arizona College as a result of the repayment of federal aid funds.

The student must repay or make satisfactory arrangements, with the Department of Education, to repay within 45 days of Eastern Arizona College's notification of overpayment of federal funds (or lose Title IV eligibility).

We recommend that you try to complete at least one class, if possible, to avoid any financial hardship imposed by this new regulation. However, if you do withdraw, it is important that you understand your obligations.

## PROGRAM TO PREVENT ILLICIT USE OF DRUGS AND ABUSE OF ALCOHOL BY EMPLOYEES AND STUDENTS

### I. Introduction and Purpose

The adoption by Congress of the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226) requires federal contractors and grantees to certify that they will provide a drug-free school. As a recipient of federal grants, the District must adopt a program toward accomplishing this goal. While federal legislation has been the impetus for creation of the program, the District recognizes that substance abuse is a problem of national proportions that also affects Eastern Arizona College. Based upon that concern, it is intended that this program for prevention of alcohol and drug abuse on our campuses will go beyond the strict dictates of the law and will serve as a comprehensive educational and resource tool. To this end the Graham County Community College District Governing Board has developed policies to:

- A. Ensure that the Eastern Arizona College working and learning environment for students, employees and the public is safe, orderly and free of illegal activity.
- B. Comply with the Drug Free School and Communities Act of 1989 (PL 101-26), the Drug Free Workplace Act of 1988 (PL 100-690, Title IV, Subtitle D) and other relevant substance abuse laws.
- C. Provide students with access to appropriate treatment and rehabilitation assistance for problems associated with substance use or abuse.

*REF: GCCCD Policy #4710 and Regulation #4710.01 which specify for employees the standards of conduct and consequences of violation, and Regulation #5800.01 which specifies for students the standards of conduct and consequences of violation in relation to drug and alcohol use.*

## II. Standards of Conduct

The above referenced policies spelled out in detail in the Eastern Arizona College General Catalog, state clearly that:

- A. "The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance on District property or as part of any of the District's activities is prohibited."
- B. "Controlled Substances" are defined as an illegal drug, a legal drug used in excess of recommended dosage, an alcoholic beverage and/or any mind altering substance.

## III. Sanctions for Violation of Standards of Conduct

Disciplinary actions include, but are not limited to:

- A. Termination of Enrollment/Employment within the District,
- B. Requirement to participate satisfactorily in a substance abuse assistance or rehabilitation program, or
- C. Other enrollment/employment restrictions or stipulations.

## IV. Legal Consequences of Alcohol Abuse & Illicit Drugs Use

### A. Laws Governing Alcohol

The State of Arizona sets twenty-one as the "legal drinking age."

An underage person who buys, receives, possesses or consumes alcoholic beverages is guilty of a misdemeanor and may be subject to a fine and imprisonment for up to six months. The Uniform Act Regulating Traffic on Highways prohibits driving while under the influence of intoxicating liquor or drugs (DUI). Drivers charged with DUI who refuse to be tested face suspension of their licenses or permits to drive for 12 months. A driver whose test results show a blood or breath alcohol concentration of 0.08 or more will have his/her license or permit to drive suspended or denied for not less than 90 consecutive days. The punishment for DUI ranges from not less than 10 days in jail and a fine of not less than \$250 for a first offense to a minimum of 90 days in jail and revocation of the driver's license for one year upon a second offense.

### B. Laws Governing the Use of Drugs

*Federal Laws:* The Federal Comprehensive Drug Abuse Prevention and Control Act prohibits the possession, sale and trafficking of controlled substances. The Omnibus Drug Act of 1988 allows the following penalties for conviction of possession of illegal drugs: civil fines up to \$10,000; forfeiture of cars, boats, or planes conveying the substance; loss of public housing; the loss of all federal benefits including student loans and grants.

*Arizona Laws:* Title Thirteen, Chapter 34 of the Arizona Revised Statutes lists drug offenses and their penalties. Following is a list of drugs which are frequently misused with a description of the potential penalties attached to a conviction.

1. Marijuana: First offense for possession or use of marijuana in an amount of less than one pound constitutes a Class 6 felony and carries a possible prison term of one and one-half years and a fine of not less than \$750. The sale of marijuana in an amount of less than one pound carries a prison sentence of four years and a fine of at least \$750.
2. LSD: Possession, use and sale of LSD are felonies carrying sentences from four to five years and fines of not less than \$1,000.
3. Heroin and Cocaine: Use and sale of heroin and cocaine are felonies carrying sentences from four to seven years and a fine of not less than \$2,000.

## V. Health Risks Associated with the Use of Illicit Drugs and the Abuse of Alcohol

- A. Illicit Drug Use: Controlled substances subject to illicit use are divided into several broad categories:
  - Narcotics (Morphine, Opium, Heroin) are highly addictive. The effects of their use generally leads to feelings of euphoria, drowsiness, respiratory depression, constricted pupils, and nausea. Overdose is characterized by slow and shallow breathing, clammy skin, convulsions, coma, and possible death.
  - Depressants (Barbiturates, Chloral Hydrate, Quaalude) are moderately to highly addictive. Effects include slurred speech, disorientation, and drunken behavior without the odor of alcohol.

Overdose results in shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma, and possible death.

- Stimulants (Cocaine, Amphetamine) are not known to be physically addictive but create a high psychological dependence. Effects of use are increased alertness, excitation, euphoria, increased pulse rate and blood pressure, insomnia, and loss of appetite. An overdose can lead to agitation, increase in body temperature, hallucinations, convulsions, and possible death.
  - Hallucinogens (LSD, Mescaline and Peyote, TCP) are not known to be addictive. The effects of use include illusions and hallucinations, and poor perception of time and distance. Overdose causes longer, more intense "trip episodes," psychosis, and possible death.
  - Cannabis (Marijuana, Hashish) is moderately psychologically addictive. Effects include euphoria, relaxed inhibitions, increased appetite, and disoriented behavior. Overdose results in extreme fatigue, paranoia and possible psychosis.
- B. Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

## VI. Drug or Alcohol Counseling, Treatment, Rehabilitation or Re-entry Programs That are Available to Employees or Students

Eastern Arizona College does not provide direct drug or alcohol counseling, treatment or rehabilitation services. Students or employees with concerns related to the use/abuse of drugs or alcohol are encouraged to meet with a member of the Counseling staff on the Thatcher Campus for confidential consultation and referral. Counseling staff are located in the Student Services Building on Stadium Avenue on the Thatcher Campus. Appointments can be made by calling (928) 428-8253. Arizona State Prison inmates are encouraged to contact the Program Supervisor at their institutions. Inmates at the Federal Correctional Institution (Swift Trail) should contact the FCI Psychology Department.

Direct contact with organizations or individuals providing drug or alcohol counseling, treatment or rehabilitation services can be made by students or employees depending on location:

- Graham County, Southeastern Arizona Behavioral Health Services (SEABHS), Safford: (928) 428-4550
- Greenlee County, Southeastern Arizona Behavioral Health Services (SEABHS), Clifton: (928) 865-4531

# residency

For tuition purposes, your residence is determined according to statutory law (A.R.S. §15-1801 et.seq.) and regulations and precedents established previously by the State Community College Board (R7-1-304 and R7-1-305). These are subject to change by statute or State Board regulations.

Your residency status must be determined before you register and pay fees. It is your responsibility to register under the correct residency. Your residency status will not change automatically. Proper documentation must be filed with the Records and Registration Office for review and approval before your residency status will be changed. Requests for change in residency status must be made before registration. A change in residency classification will not take effect until the next registration following the change in status. Residency changes are not retroactive.

In determining your residency classification, we may consider all evidence, written or oral, presented by you and any other relevant information received from any other source. We may request a written sworn statement from you.

In addition to documentation for in-state residency status, Arizona residents must also provide evidence of citizenship or legal immigration status in order to be charged in-state tuition as per Proposition 300 which was passed by Arizona voters in 2006. You can find a list of appropriate documentation at [www.eac.edu/prop300](http://www.eac.edu/prop300).

If we classify you as a non-resident for tuition purposes and you disagree, you may request a review by a Residency Review Committee. Your request must be written, signed by you, and accompanied by a sworn statement of all facts relative to the matter. You must file your request for review with the Registrar of the College within ten days of the time you receive notification from us of your classification as a non-resident. If you don't properly file a request within this ten-day period, you waive review for the current enrollment period. You will receive written notice of the date, time and place of the Residency Review Committee meeting and you have the right to appear and be represented by the advisor of your choice and at your expense. You or your advisor, but not both, may examine and cross-examine witnesses and summarize the evidence. The decision of the Residency Review Committee is final.

In accordance with state regulation we have published below Arizona Revised Statute §15-1802 and the definitions provided in A.R.S. §15-1801.

## ARIZONA REVISED STATUTE §15-1801 DEFINITIONS

**Armed forces of the United States** means the army, the navy, the air force, the marine corps, the coast guard, the commissioned corps of the United States public health services, the national oceanographic and atmospheric administration, the national guard and any military reserve unit of any branch of the armed forces of the United States.

**Continuous attendance** means enrollment at an educational institution in this state as a full-time student, as such term is defined by the governing body of the educational institution, for a normal academic year since the beginning of the period for which continuous attendance is claimed. Such person need not attend summer sessions or any other intersession beyond the normal academic year in order to maintain continuous attendance.

**Domicile** means a person's true, fixed and permanent home and place of habitation. It is the place where he intends to remain and to which he expects to return when he leaves without intending to establish a new domicile elsewhere.

**Emancipated person** means a person who is neither under a legal duty of service to his parent nor entitled to the support of such parent under the laws of this state.

**Parent** means a person's father or mother, or if one parent has custody, that parent, or if there is no surviving parent or the whereabouts of the parents are unknown, then a guardian of an unemancipated person if there are not circumstances indicating that such guardianship was created primarily for the purpose of conferring the status of an in-state student on such unemancipated person.

## ARIZONA REVISED STATUTE §15-1802 IN-STATE STUDENT STATUS

1. Except as otherwise provided in this article, no person having a domicile elsewhere than in this state is eligible for classification as an in-state student for tuition purposes.
2. A person is not entitled to classification as an in-state student until the person is domiciled in this state for one year, except that a person whose domicile is in this state is entitled to classification as an in-state student if the person meets one of the following requirements:
  - a. The person's parent's domicile is in this state and the parent is entitled to claim the person as an exemption for state and federal tax purposes.
  - b. The person is an employee of an employer that transferred the person to this state for employment purposes or the person is the spouse of such an employee.
  - c. The person is an employee of a school district in this state and is under contract to teach on a full-time basis, or is employed as a full-time noncertified classroom aide at a school within that school district. For purposes of this paragraph, the person is eligible for classification as an in-state student only for courses necessary to complete the requirements for certification by the state board of education to teach in a school district in this state. No member of the person's family is eligible for classification as an in-state student if the person is eligible for classification as an in-state student pursuant to this paragraph, unless the family member is otherwise eligible for classification as an in-state student pursuant to this section.
  - d. The person's spouse has established domicile in this state for at least one year and has demonstrated intent and financial independence and is entitled to claim the student as an exemption for state and federal tax purposes or the person's spouse was temporarily out of state for educational purposes, but maintained a domicile in this state. If the person is a noncitizen, the person must be in an eligible visa status pursuant to federal law to classify as an in-state student for tuition purposes.
3. The domicile of an unemancipated person is that of the person's parent.
4. Any unemancipated person who remains in this state when the person's parent, who had been domiciled in this state, removes from this state is entitled to classification as an in-state student until attainment of the degree for which currently enrolled, as long as the person maintains continuous attendance.
5. A person who is a member of the armed forces of the United States and who is stationed in this state pursuant to military orders or who is the spouse or a dependent child as defined in section 43-1001 of a person who is a member of the armed forces of the United States and who is stationed in this state pursuant to military orders is entitled to classification as an in-state student. A spouse or a dependent child does not lose in-state classification under this subsection if the spouse or dependent child qualifies for in-state tuition classification at the time the spouse or dependent child is accepted for admission to a community college under the jurisdiction of a community college district governing board or a university under the jurisdiction of the Arizona board of regents. The student, while in continuous attendance toward the degree for which currently enrolled, does not lose in-state student classification.
6. A person who is a member of the armed forces of the United States or the spouse or a dependent as defined in section 43-1001 of a member of the armed forces of the United States is entitled to classification as an in-state student if the member of the armed

forces has claimed this state as the person's state of legal residence for at least twelve consecutive months before the member of the armed forces, spouse or dependent enrolls in a university under the jurisdiction of the Arizona board of regents or a community college under the jurisdiction of a community college district governing board. For purposes of this subsection, the requirement that a person be domiciled in this state for one year before enrollment to qualify for in-state student classification does not apply.

7. A person who is honorably discharged from the armed forces of the United States shall be granted immediate classification as an in-state student on honorable discharge from the armed forces and, while in continuous attendance toward the degree for which currently enrolled, does not lose in-state student classification if the person has met all of the following requirements:
  - a. Declared Arizona as the person's legal residence with the person's branch of service at least one year prior to discharge from the armed forces.
  - b. Demonstrated objective evidence of intent to be a resident of Arizona which, for the purposes of this section, includes at least one of the following:
    - An Arizona driver license
    - Arizona motor vehicle registration
    - Employment history in Arizona
    - Arizona voter registration
    - Transfer of major banking services to Arizona
    - Change of permanent address on all pertinent records.
    - Other materials of whatever kind or source relevant to domicile or residency status
  - c. Filed an Arizona income tax return with the department of revenue during the previous tax year.
8. A person who is a member of an Indian tribe recognized by the United States department of the interior whose reservation land lies in this state and extends into another state and who is a resident of the reservation is entitled to classification as an in-state student.

## PRESUMPTIONS RELATING TO STUDENT STATUS

Unless the contrary appears to the satisfaction of the Registrar, it shall be presumed that:

- No emancipated person has established a domicile in this state while attending any educational institution in this state as a full-time student, as such status is defined by the State Board of Directors for Community Colleges or the Arizona Board of Regents, in the absence of a clear demonstration to the contrary.
- Once established, a domicile is not lost by mere absence unaccompanied by intention to establish a new domicile.
- A person who has been domiciled in this state immediately prior to becoming a member of the armed forces of the United States shall not lose in-state status by reason of such person's presence in any other state or country while a member of the armed forces of the United States.

## EVIDENCE OF DOMICILE

1. An affidavit signed by the student must be filed with the person responsible for verifying domicile (the Residency Clerk in our Records and Registration Office).
2. Any of the following may be used in determining a student's domicile in Arizona:
  - Income tax return
  - Voter registration
  - Automobile registration
  - Driver's license
  - Place of graduation from high school
  - Source of financial support
  - Dependency as indicated on Federal income tax return
  - Ownership of real property
  - Notarized statement of landlord or employer
  - Bank accounts
  - Other relevant information

## ALIEN IN-STATE STUDENT STATUS

An alien is entitled to classification as an in-state refugee student if such person has been granted refugee status in accordance with all applicable laws of the United States and has met all other requirements for domicile.

## EVIDENCE OF COUNTY RESIDENCY

County Residency – Arizona residents from counties in which there is no established community college district (Apache, Greenlee, and Santa Cruz) may enroll in credit classes at Eastern Arizona College without payment of out-of-county charges, provided the student completes a properly executed Arizona Out-of-County Residence Affidavit at the time of registration. General tuition and fees are still payable. If you are registering for an EAC Course offered in your home county, a residence affidavit is not necessary.

An affidavit, signed by the student, must be filed with the person responsible for verifying domicile (the Residency Clerk in our Records and Registration Office) to prove continuous residency in a county for fifty (50) days.

Any of the following may be used to determine a student's county residency:

- Notarized statement of landlord or employer
- County voter registration
- Source of financial support
- Place of graduation from high school
- Ownership of real property
- Bank account
- Other relevant information

# security and safety

**THE PERSONAL SAFETY AND WELL-BEING** of the students, faculty and staff at Eastern Arizona College are always an important concern of ours. You are encouraged to be responsible for your own security and the security of others.

Many people are involved in keeping the campus safe and secure. A truly safe campus, however, can only be achieved through the cooperation of all students, faculty and staff.

Anyone at any campus location who becomes aware of a crime (or is the victim of a crime) or any emergency should make an accurate and prompt report of the occurrence.

Medical or Police Emergency	911
Campus Police	(928) 428-8240
Student Life Office	(928) 428-8354
Housing Office	(928) 428-8605
Head Residents:	
Mark Allen	(928) 428-8236
Nellie Lee	(928) 348-4913
Residence Towers	(928) 428-8606
Wesley Taylor	(928) 428-0221

## RESPONSIBILITY FOR SAFETY

Thatcher Campus Police and student security personnel are available from 8 a.m. to 2 a.m. The Campus Police Building is located at 620 North College Avenue, Thatcher, Arizona and their number is (928) 428-8240 or 552-0157 (Pager).

Campus Police officers are certified by the Arizona Law Enforcement Officers Advisory Council and have full law enforcement authority anywhere in the state. EAC's Campus Police are responsible for a full range of public safety services including all crime reports, investigations, medical and fire emergencies and traffic accidents. They are also responsible for the enforcement of laws regulating drinking, the use of controlled substances, weapons, and all other incidents requiring police assistance. Campus police monitor criminal activity of students in off campus locations of student organizations recognized by the College.

## RESPONSIBILITY FOR KEEPING CAMPUS BUILDINGS AND GROUNDS SAFE

Eastern's Physical Resources (Maintenance) Department maintains the College buildings and grounds with a careful eye for safety and security. Physical Resources staff regularly inspects campus facilities and promptly makes repairs affecting safety and security. They respond to reports of potential safety and security hazards such as broken windows and locks.

Students and College staff members are encouraged to call the Physical Resources Department at (928) 428-8300 to report any actual or potential safety or security hazards. Individuals residing on campus are urged to keep their doors locked.

College classroom facilities are to remain locked when not in use. Individuals needing to use College facilities should submit a Facility Request form through the Student Life Office to obtain permission to use a particular room or College facility.

## CHANGES IN SAFETY AND SECURITY PROCEDURES

Updated printed materials explaining changes in safety and security procedures (including timely reports regarding the occurrence of campus crimes) will be prepared and distributed to all students and employees.

Students in residence halls are further instructed in areas of crime prevention through meetings in which printed and video materials are reviewed and discussed. Future new students will be given the most current information.

In addition, EAC will release the latest crime statistics for the most recent year in our General Catalog and will provide full distribution to students and employees.

## ILLEGAL DRUGS OR ALCOHOL NOT PERMITTED ON CAMPUS

Eastern Arizona College seeks to encourage and sustain an academic environment that both respects individual freedom and promotes the health, safety and welfare of all members of its community.

In keeping with these objectives, the College has established a policy and set up guidelines governing the possession and/or consumption of alcoholic beverages and illegal substances.

Alcohol is not permitted anywhere on the College campus at any time. Likewise, the College does not permit the use of marijuana, LSD, cocaine or any other illegal drug on the College campus. Individuals possessing, using or distributing such drugs are subject to disciplinary action (such as formal reprimands, community service, referral to counseling, suspension and expulsion) and possible arrest, imprisonment or fine, according to Arizona state law.

## WHO CAN HELP IF I OR A FRIEND HAVE A PROBLEM WITH SUBSTANCE ABUSE?

Eastern's Counseling Department provides professional and confidential counseling and referrals to help students with substance abuse problems.

The Counseling Department is located in the Student Services Building at 615 North Stadium Avenue, Thatcher, Arizona or may be contacted by calling (928) 428-8253.

All students and employees will receive a copy of regulations 4710.1 and 5800.1 regarding the Drug Free Schools and Communities Act.

## PERSONAL SAFETY AND PROTECTION AGAINST SEXUAL ASSAULT OR VIOLENT CRIME

Eastern Arizona College considers the personal physical safety of students, employees and visitors an essential element in the maintenance of a learning environment. Every member of the College community should be aware that the College is strongly opposed to sexual assault, violence and other threatening or endangering behavior. Such behavior is prohibited by law as well as the Student Code of Conduct.

## DISSEMINATION OF INFORMATION CONCERNING SEXUAL ASSAULT AND VIOLENT CRIME

The College will annually provide information concerning sexual assault and violent crime including at least the following:

- The definition of sexual assault and violent crime
- A statement of the College's policy prohibiting sexual assault and violent crime
- The most accurate data available about the reported incidence of sexual assault and violent crime occurring on campus property
- Precautions which students should take to avoid becoming victims of sexual assault and violent crime
- Procedures for reporting sexual assault and violent crime
- Services which are available to both complainants and those accused of sexual assault and violent crime
- Statements of the rights of sexual assault and violent crime complainants and those accused of such actions in the College judicial process

## DEFINITIONS

For the purpose of this policy, sexual assault is any sexual behavior between two or more people to which one person does not or cannot consent. The abuse of alcohol or other substances does not relieve individuals of their responsibilities to themselves or others.

Violent crime is one or more persons intentionally inflicting bodily harm on another person or persons.

## REPORTING

The guiding principle in the report of a sexual assault or violent crime is to avoid re-victimizing the survivor by forcing the person into any plan of action. Assistance with the wellbeing of the survivor is the primary goal. Victims may contact any one of several College departments or community agencies for assistance. The following resources provide immediate aid or ongoing consultation:

### Graham County

For all Emergencies	911 or 9-911 from a campus phone
Campus Police	(928) 428-8240 or Pager 552-0157
Graham County Sheriff	(928) 428-3141
Thatcher Police	(928) 428-2296 (Mon - Fri, 8 a.m. - 5 p.m.) or (928) 428-3141 after hours
Rape Crisis 24-Hour Hotline	1-800-400-1001
Eastern Arizona College Counseling Office	(928) 428-8253 (Mon - Fri, 8 a.m. - 5 p.m.)
Student Life Office (Mon - Fri, 8 a.m. - 5 p.m.)	(928) 428-8354
Housing Office	(928) 428-8605
Residence Hall Staff	
Mark Allen North	(928) 428-8235
Mark Allen South	(928) 428-8236
Nellie Lee	(928) 348-4913
Residence Towers	(928) 428-8606
Wesley Taylor	(928) 428-0221
Southern Arizona Center Against Sexual Assault	1-800-400-1001

In the event of a medical emergency, medical response personnel will be contacted. In the case of a sexual assault, emergency medical personnel are required to report the assault to the local law enforcement agency. However, the assault survivor who does not wish to see the police will be encouraged to seek a medical exam to treat physical problems and address the potential for injury, venereal disease, HIV, or pregnancy. The Rape Crisis Hotline can assist with these arrangements whether or not the survivor chooses to report the incident.

It is recognized that a sexual assault survivor may be undecided in reporting the assault to the police. A report to the police can empower the survivor in exercising legal rights and aid in the protection of others. If a report is to be made to the police, the survivor will be encouraged not to destroy evidence by cleaning up their person, clothing or bedding in any way. If the sexual assault survivor is undecided in reporting, the survivor will be encouraged to preserve evidence anyway in case it is decided to file a police report at a later date.

If the survivor has decided not to report the assault, the report recipient will maintain confidentiality. Other alternatives include:

- Make an anonymous report to police
- Make a report at a later date with the understanding that a report made after 72 hours may limit prosecution efforts.

Sexual assault survivors may seek counseling at any time from College counseling services or the Rape Crisis Hotline.

## INTERVENTION

It is the intention of the College to take whatever action may be needed to prevent, correct, and if necessary, discipline acts of sexual assault or violence. Possible sanctions for students resulting from the College's judicial process range from formal reprimands, community service, referral to counseling, suspension and expulsion. Possible sanctions for employees range from reprimands, referral to counseling, to termination of employment. Possible sanctions for visitors range from reprimands to being barred from College property and activities. Both the accuser and the accused of sexual assault shall be informed of the outcome of the campus disciplinary process.

## JUDICIAL PROCESS

A charge of sexual assault against a College student will be handled under the same procedure as bringing a Complaint of Sexual Harassment by the Provost/Chief Academic and Student Officer of the Thatcher Campus or Dean/Chief Officer for Greenlee County Eastern Arizona College site. When a complainant of sexual assault gives information to the Officer that a sexual assault has taken place and accuses a College student of the offense, the Officer will have the discretion to suspend the accused student pending a hearing. When any necessary investigation is complete, the Officer will formally notify the accused student of the charges and will set a hearing date within five (5) class days.

## RIGHTS OF THE SEXUAL ASSAULT COMPLAINANTS AND ACCUSED

- A. The complainant and accused will have the right to be accompanied throughout the judicial process by an individual of their choice.
- B. The sexual reputation of the complainant and accused will neither be used as evidence nor discussed in the judicial procedure.
- C. The accused will have all the rights of due process, which are normally accorded to those under the College judicial process.
- D. The victim will be notified in writing of any sanction imposed.
- E. The victim will be notified of any appeals filed by the assailant and subsequent results.

## SEXUAL HARASSMENT

Any employee or applicant for employment or student who believes that he or she has been discriminated against on the basis of sex, or has been sexually harassed, should report the matter to any Dean (Assistant, Associate, etc.), the Provost, or Executive Vice President of the College.

The College President or personnel designated by the College President shall investigate complaints of sexual harassment. Any College administrator who receives a report of alleged sexual harassment must report the allegations to the College President as soon as reasonably possible.

## SOCIAL SECURITY NUMBER USE

EAC does not use the social security number of faculty, staff and students as that individual's EAC Identification Number. Faculty, staff and students are assigned a random EAC identification number at their first enrollment or employment with EAC. Students are requested, but not required, to provide their social security number to facilitate awarding of financial aid, for learning or tuition credits for income tax purposes, and for supplementary identification purposes when necessary. Neither the social security number nor the EAC identification number are shared to third parties without the written consent of the student.

## VETERANS INFORMATION

Every Veteran claiming Veteran's Educational Benefits is responsible for notifying the Veteran's representative at Eastern Arizona College of any change in his/her schedule which causes an increase or decrease in credit hour load as soon as the change occurs. For questions, please contact the Veteran's Representative in the Records and Registration Office on the Thatcher Campus of Eastern Arizona College or phone (928) 428-8273, or 1-800-678-3808, Ext. 8273.

## VOTER REGISTRATION FORMS

Mail in voter registration forms for Graham and Greenlee Counties are available for all enrolled students and the public. Forms can be obtained at the Records and Registration Office and the Alumni Library on the Thatcher Campus. Voter registration forms may also be requested from the following:

**Arizona Residents:** Call toll free 1-877-THE VOTE (1-877-843-8683) or Access the Vote Arizona web page at [www.azsos.gov](http://www.azsos.gov) for election information, voter information, and registration form.

**New Mexico Residents:** Call 1-800-477-3632 and ask for the Bureau of Elections

**All Other States:** Access to the National Voter web page at [www.eac.gov/voter](http://www.eac.gov/voter)

Access to the Be A Voter web page at [www.BeAVoter.org](http://www.BeAVoter.org)

### CRIME AWARENESS AND CAMPUS SECURITY ACT OF 1990

Covering the Period of January 1, 2007 - December 31, 2009

Eastern Arizona College Campus Crimes	Thatcher Campus			Graham County Sites			Greenlee County Sites			Totals		
	07	08	09	07	08	09	07	08	09	07	08	09
<i>Years</i>												
Criminal Homicide:												
Murder and Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Criminal Homicide: Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Offense, Forcible	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Offense, Non-Forcible	1	0	1	0	0	0	0	0	0	1	0	1
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated assault	0	1	1	0	0	0	0	0	0	0	1	1
Burglary	10	16	18	0	0	0	0	0	0	10	16	18
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Hate/prejudice crimes	0	0	0	0	0	0	0	0	0	0	0	0
Liquor law violations	3	32	6	0	0	0	0	0	0	3	32	6
Drug-related violations	0	3	10	0	0	0	0	0	0	0	3	10
Weapons possession	0	0	0	0	0	0	0	0	0	0	0	0

*Any of the crimes listed above which manifest evidence of prejudice based on race, religion, sexual orientation, or ethnicity, as prescribed by the Hate Crimes Statistics Act (28 U.S.C. 534)–None*

If you would like to make an inquiry referencing a registered sex offender in the Thatcher area or the State of Arizona, go to [www.azsexoffender.org](http://www.azsexoffender.org).







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