

Transfer Majors

At Moraine Valley Community College, students can begin the first two years of study for virtually any bachelor's degree program.

The sample transfer majors described in this section include statewide recommended courses typically taken by freshmen and sophomores who wish to gain a solid academic foundation and transfer credits toward specific bachelor's degrees at Illinois four-year colleges and universities. These transfer major recommendations, identified through the Illinois Articulation Initiative (IAI), are meant for students who are **undecided** about their intended transfer institution. The recommended courses build upon the IAI general education core curriculum by identifying prerequisite courses and courses in the major that students may need to complete to transfer as a junior.

Students who already know where they will transfer and students interested in a major not included in this section should contact a Moraine Valley advisor who can assist them in obtaining the information needed to develop an appropriate educational plan.

One of the keys to success in transferring to a four-year college or university rests upon the ability of students to carefully plan their educational program with a Moraine Valley advisor. In so doing, students planning to transfer to a four-year college or university should encounter few difficulties with the transfer process.

Transfer students who have not decided on a major can select courses to explore interests and fulfill general education requirements. Undecided students are encouraged to make an appointment with a counselor in the Counseling and Career Development Center during their first semester to begin the process of exploring career possibilities and selecting a college major. Advisors in the Academic Advising Center can assist undecided students in developing a flexible educational plan that will apply to many different majors.

On the following pages, students can choose from a variety of sample transfer majors that will lead to an Associate in Arts (A.A.), an Associate in Science (A.S.), Associate in Fine Arts (A.F.A.), or Associate in Arts in Teaching (A.A.T.) degree. Each of these transfer majors has a set of recommended courses to be included in the student's two-year associate's degree program. Transfer major course recommendations are subject to change. For a current list of majors and recommended courses, students should consult the transfer major section of the IAI Web site at *iTransfer.org* and plan their educational program in conjunction with a Moraine Valley academic advisor.

Index for Sample Transfer Majors

Major	Degree				Page
	A.A.	A.S.	A.F.A.	A.A.T.	
Art	X		X		58, 59
Art Education	X				60
Biological Sciences		X			61
Business		X			62
Chemistry		X			63
Clinical Lab Science		X			64
Computer Science— Information Systems		X			65
Computer Science— Technical		X			66
Criminal Justice	X				67
Early Childhood Education	X				68
Elementary Education	X				69
Engineering		X			70
English	X				71
History	X				72
Manufacturing Technology/ Machining		X			73
Mass Communication	X				74
Mathematics		X			75
Music	X				76
Music Education	X				77
Nursing		X			78
Political Science	X				79
Psychology	X				80
Secondary Education	X				81
Secondary Mathematics				X	82
Social Work	X				83
Sociology	X				84
Special Education	X				85
Speech Communication	X				86
Theater Arts	X				87

A pre- or corequisite may be required for some courses.

Art

Associate in Arts Degree **62 Credit Hours**
IAI Recommended Curriculum

Moraine Valley Community College offers the foundation courses required in the first two years of an art degree. Students interested in transferring to a baccalaureate program should be aware that transfer admission will be competitive and generally requires a portfolio review for admission to the major, advanced course placement and scholarship consideration. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—38 credits as follows:

Communication—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics—select 3 credits from:

MTH-120, 139, 143, 145, 150, 151, 152, 212		3
--------------------------------------------	--	---

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112		4
--------------------------------------------------------------------	--	---

Choose four credits from CHM-111, 131; EAS-120, 125; GEL-150, PHS-101, 103; PHY-106 & 107, 110 & 111, 150, 203		4
----------------------------------------------------------------------------------------------------------------	--	---

Humanities and Fine Arts*—9 credits

Choose three credits from FRE-202; GER-202, HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213		3
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	---

Choose three credits from ART-110, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111		3
------------------------------------------------------------------------------------------------------	--	---

Choose an additional three credits from any of the courses above.		3
-------------------------------------------------------------------	--	---

Social and Behavioral Sciences—9 credits

Select nine credits from more than one prefix. ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101		9
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	---

Additional Degree Requirement—3 credits

ART-205**	Survey of Art I	3
-----------	-----------------	---

Area of Concentration/Major Field—18 credits

ART-101	Drawing I	3
ART-104	Drawing II	3
ART-116	Two-Dimensional Design	3
ART-118	Three-Dimensional Design	3
ART-206**	Survey of Art II	3
ART-208**	Survey of Art III	3

Electives—3 credits

Students should consult the catalog of their transfer school to receive additional guidance on courses to select.

Recommended electives may include:

ART-105	Life Drawing	3
ART-120	Painting I	3
ART-125	Ceramics I	3
ART-146	Introduction to Computer Art	3
ART-150	Sculpture	3
ART-160	Introduction to Photography	3
ART-170	Printmaking	3

** Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.*

*** Some schools offer a three-course sequence; some offer a two-course sequence. Moraine Valley students should complete the entire three-course sequence prior to transfer: ART-205, 206 and 208.*

A pre- or corequisite may be required for some courses.

Art Education

Associate in Arts Degree

62 Credit Hours

IAI Recommended Curriculum

Moraine Valley Community College offers the foundation courses required in the first two years of an art education degree. Students interested in transferring to a baccalaureate program should be aware that transfer admission will be competitive and generally requires a portfolio review for admission to the major, advanced course placement and scholarship consideration. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—38 credits as follows:

Communication—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics—select 3 credits from:

MTH-120, 121+122, 139, 143, 145, 150, 151, 152, 212	3
-----------------------------------------------------	---

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, NAT-112	4
------------------------------------------------------------------------	---

Choose four credits from CHM-111, 131; EAS-120, 125; GEL-150; PHS-101, 103; PHY-106 & 107, 110 & 111, 150, 203	4
----------------------------------------------------------------------------------------------------------------	---

Humanities and Fine Arts*—9 credits

ART-205**	Survey of Art I	3
ART-206**	Survey of Art II	3

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213	3
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---

Recommended that students choose a Non-Western or Third World Cultures course.

Social and Behavioral Sciences—9 credits

HIS-201	American History I	
or		
HIS-202	American History II	3
PSC-110	American National Government	3
PSY-101	Introduction to Psychology	3

Additional Degree Requirement—3 credits

ART-208**	Survey of Art III	3
-----------	-------------------	---

Area of Concentration/Major Field—12 credits

ART-101	Drawing I	3
ART-104	Drawing II	3
ART-116	Two-Dimensional Design	3
ART-118	Three-Dimensional Design	3

Electives—9 credits

Select any additional courses to fulfill teacher certification requirements or from the following list. Students should consult the catalog of their transfer school to receive additional guidance on courses to select.

ART-105	Life/Figure Drawing	3
ART-120	Painting	3
ART-125	Ceramics	3
ART-146	Introduction to Computer Art	3
ART-150	Sculpture	3
ART-160	Introduction to Photography	3
ART-170	Printmaking	3

** Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.*

*** Some schools offer a three-course sequence; some offer a two-course sequence. Moraine Valley students should complete the entire three-course sequence prior to transfer: ART-205, 206 and 208.*

A pre- or corequisite may be required for some courses.

Biological Sciences

Associate in Science Degree

62 Credit Hours

IAI Recommended Curriculum

The study of living organisms, biology, is an extremely large and diverse field. Baccalaureate programs offer a wide variety of study options. Some programs may emphasize cell and molecular biology, whereas others emphasize organismal, ecological and evolutionary biology. In addition, this curriculum provides the pre-professional foundation for many of the health career areas. Students interested in the biological sciences as a four-year major are encouraged to complete the Associate in Science (A.S.) degree prior to transfer. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—39/40 credits as follows:

Communication—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—4/5 credits

Choose one course from MTH-139, 150, 212 4/5

Physical and Life Sciences—8 credits

BIO-111**	General Biology I	4
CHM-131	Chemistry (University-Oriented) I	4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI 101, 111, 120, 125; SPA-202, 213 3

Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111 3

Choose an additional three credits from any of the courses above. 3

Social and Behavioral Sciences—9 credits

Select nine credits from more than one prefix.

ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 110, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101 9

Additional Degree Requirement—4 credits

BIO-112**	General Biology II	4
-----------	--------------------	---

Area of Concentration/Major Field—12 credits

CHM-132	Chemistry (University-Oriented) II	4
Take two courses in Physics or two courses in Organic Chemistry, or one of each.		
PHY-203	Mechanics	4
PHY-204	Heat, Electricity and Magnetism	4
CHM-203	Organic Chemistry I	4
CHM-204	Organic Chemistry II	4

Electives—6/7 credits

Students should consult the catalog of the intended transfer school to choose the most appropriate courses for this major.

¹ Math requirements vary at four-year institutions.

² Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.

** Moraine Valley students should complete the two-course sequence prior to transfer.

A pre- or corequisite may be required for some courses.

Business

Associate in Science Degree

62 Credit Hours

IAI Recommended Curriculum

This program is designed for students pursuing a baccalaureate degree in the areas of accounting, finance, general business, management, or marketing. Students interested in business as a four-year major are encouraged to complete the Associate in Science (A.S.) degree prior to transfer. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—39/40 credits as follows:

Communication—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—4/5 credits

MTH-145	Calculus for Business and Social Science	
<i>or</i>		
MTH-150	Analytic Geometry and Calculus I	4/5

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112	4
Choose four credits from CHM-111, 131; EAS-120, 125; GEL-150, PHS-101, 103; PHY-106 & 107, 110 & 111, 150, 203	4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213	3
Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111	3
Choose an additional three credits from any of the courses above.	3

Social and Behavioral Sciences—9 credits

ECO-101	Principles of Macroeconomics	3
ECO-102	Principles of Microeconomics	3
Choose an additional three credits from ANT-201, 202, 210; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220, PSC-103, 110, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101	3	

Additional Degree Requirement—3 credits

IMS-115	Introduction to PC Applications	3
---------	---------------------------------	---

Area of Concentration/Major Field—12 credits

BUS-142	Financial Accounting	4
BUS-143	Managerial Accounting	4
MTH-212	Business Statistics	4

Electives—7/8 credits

The following courses might be accepted by four-year schools in place of an equivalent course in the business major. Students should consult the catalog of the intended transfer school to determine the most appropriate courses for this major.

BUS-100	Introduction to Business	3
BUS-110	Legal Environment in Business	
<i>or</i>		
BUS-136	Business Law	3

¹ Math requirements vary at four-year institutions.

² Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.

A pre- or corequisite may be required for some courses.

Chemistry

Associate in Science Degree

62 Credit Hours

IAI Recommended Curriculum

This program provides an in-depth foundation of sequential coursework in science and math. Courses taken during the third and fourth years of the baccalaureate program provide the additional preparation necessary for graduate studies and/or work in industry. Multiple tracks are often available. For example, some four-year institutions offer a specialty in biochemistry or certification for high school teaching. Students should complete the Associate in Science (A.S.) degree prior to transfer and should be aware that it may be necessary to take additional credit hours depending on the requirements of the intended transfer institution. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—40 credits as follows:

Communications—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—5 credits

MTH-150	Analytic Geometry and Calculus I	5
---------	----------------------------------	---

Physical and Life Sciences—8 credits

PHY-203	Mechanics	4
Choose four credits from BIO-111, 112, 115, 119, 180;		
NAT-111, 112		4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202, HUM-101, 102, 104, 115, 120; JPN-202; LIT-213,214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213		
		3
Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111		
		3
Choose an additional three credits from any of the courses above		
		3

Social and Behavioral Sciences—9 credits

Select nine credits from more than one prefix.		
ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 110, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101		
		9

Additional Degree Requirement—4 credits

CHM-131	Chemistry (University-Oriented) I	4
---------	-----------------------------------	---

Area of Concentration/Major Field—14 credits

CHM-132	Chemistry (University-Oriented) II	4
CHM-203	Organic Chemistry I	5
CHM-204	Organic Chemistry II	5

Electives—4-17 credits

MTH-151	Analytic Geometry and Calculus II	5
MTH-152	Analytic Geometry and Calculus III ³	4
PHY-204	Heat, Electricity and Magnetism	4
PHY-205	Waves and Modern Physics ³	4

Students should consult the catalog of the intended transfer school to choose the most appropriate courses for this major.

¹ Math requirements vary at four-year institutions.

² Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.

³ Some four-year universities require completion of Calculus III and Physics III before students can begin physical chemistry, a third-year course.

A pre- or corequisite may be required for some courses.

Clinical Lab Science

Associate in Science Degree

62 Credit Hours

IAI Recommended Curriculum

Clinical laboratory scientists play an important role in the detection, diagnosis and treatment of many diseases. To be a certified clinical laboratory scientist, a baccalaureate degree from an accredited clinical laboratory science program or a baccalaureate degree in biology or chemistry with extensive work experience is needed. Passing a nationally recognized certification examination in CLS is also required.

Baccalaureate programs in the field, generally called clinical laboratory science, medical laboratory science or medical technology, prepare students to perform complex analyses and manage all areas of the laboratory. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—39 credits as follows:

Communications—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—4 credits

MTH-139	Probability and Statistics	4
---------	----------------------------	---

Physical and Life Sciences²—8 credits

CHM-131	Chemistry I	4
BIO-111	General Biology I	
	<i>or</i>	
BIO-180	Anatomy and Physiology I	4

Humanities and Fine Art³—9 credits

Choose three credits from FRE-202; GER-202, HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213		3
Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111		3
Choose an additional three credits from any of the courses above		3

Social and Behavioral Sciences—9 credits

Select nine credits from more than one prefix.		
ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 110, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101		9

Additional Degree Requirement—4 credits

BIO-119	Introductory Microbiology	4
---------	---------------------------	---

Area of Concentration/Major Field—18 credits

BIO-112	General Biology II	
	<i>or</i>	
BIO-181	Human Anatomy and Physiology II ²	4
CHM-132	Chemistry (University-Oriented) II	4
CHM-203	Organic Chemistry I	5
CHM-204	Organic Chemistry II	5

Electives—1 credit

Students should consult the catalog of the intended transfer school to choose the most appropriate courses for this major.

¹ *Math requirements vary at four-year institutions.*

² *Students should take both courses in one sequence: BIO-111 and 112 OR BIO-180 and 181*

³ *Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.*

A pre- or corequisite may be required for some courses.

Computer Science (Technical Emphasis)

Associate in Science Degree

62 Credit Hours

IAI Recommended Curriculum

Computer science majors encompass either a business and information systems emphasis or technical emphasis. The technical emphasis focuses on algorithms, theoretical foundations of computer science and development of software. A strong foundation in mathematics and science is needed for this emphasis. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—40 credits as follows:

Communication—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics—5 credits

MTH-150	Analytic Geometry and Calculus I	5
---------	----------------------------------	---

Physical and Life Sciences—8 credits

PHY-203	Mechanics	4
	Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112	4

Humanities and Fine Arts *—9 credits

	Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213	3
	Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111	3
	Choose an additional three credits from any of the courses above.	3

Social and Behavioral Sciences—9 credits

ECO-101	Principles of Macroeconomics	3
ECO-102	Principles of Microeconomics	3
	Select three additional credits from ANT-201, 202, 210; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 110, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101	3

Additional Degree Requirement—3 credits

CSC-140	Introduction to Computer Science	3
---------	----------------------------------	---

Area of Concentration/Major Field—3 credits

CSC-240	Advanced Computer Science	3
---------	---------------------------	---

Electives—16 credits

MTH-151	Analytic Geometry and Calculus II	5
MTH-152	Analytic Geometry and Calculus III	4
PHY-204	Heat, Electricity and Magnetism	4
PHY-205	Waves and Modern Physics	4

** Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.*

Students should complete the entire sequences in calculus and physics at the same school before transferring since topics are covered in different orders by different schools.

A pre- or corequisite may be required for some courses.

Criminal Justice

Associate in Arts Degree

62 Credit Hours

IAI Recommended Curriculum

The criminal justice curriculum is designed for students pursuing baccalaureate degrees in the fields of corrections, criminal justice, law enforcement, and security management. Students interested in criminal justice as a four-year major are encouraged to complete the Associate in Arts (A.A.) degree prior to transfer. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—38 credits as follows:

Communication—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—select 3 credits from:

MTH-120, 139, 143, 145, 150, 151, 152, 212		3
--------------------------------------------	--	---

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180;
NAT-111, 112 4

Choose four credits from CHM-111, 131;
EAS-120, 125; GEL-150, PHS-101, 103;
PHY-106 & 107, 110 & 111, 150, 203 4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; JPN-202; PHI-101, 110 or 111, 120, 125; SPA-202, 213 3

Choose three credits from ART-110, 205, 206 or 208, 209;
HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111 3

Choose an additional three credits from any of the courses above. 3

Social and Behavioral Sciences—9 credits

PSY-101	Introduction to Psychology	3
SOC-101	General Sociology	3

Select three additional credits from
ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201;
HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 110, 115, 210, 215, 225; PSY-104, 105, 106, 202, 210; SOC-102, 204, 210; SSC-101 3

Additional Degree Requirement—3 credits

Select three credits from Humanities and Fine Arts or Social and Behavioral Sciences or
FRE/GER/JPN/SPA-101, 102, 201 3

Area of Concentration/Major Field—15 credits

CRJ-101	Introduction to Criminal Justice	3
CRJ-105	Criminology	3
CRJ-106	Introduction to Corrections	3
CRJ-107	Juvenile Delinquency and Procedures	3
CRJ-206	Substantive Criminal Law	3

These courses will be accepted in transfer by participating schools, but they may only transfer as electives within the major. Consult the catalog of your transfer school and an academic advisor for requirements appropriate to the first two years of study.

Electives—6 credits

Students should consult the catalog of the intended transfer school to choose the most appropriate courses for this major.

¹ *Math requirements vary at four-year institutions.*

² *Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.*

A pre- or corequisite may be required for some courses.

Early Childhood Education

Associate in Arts Degree

62 Credit Hours

IAI Recommended Curriculum

To teach young children (birth to age 8) in Illinois public schools, teachers must be certified by the State of Illinois upon completion of their baccalaureate degree program. Students interested in early childhood education are encouraged to complete the Associate in Arts (A.A.) degree prior to transfer. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center. Students should also be aware that admission to the junior year of Early Childhood Education is competitive and that completion of the recommended courses does not guarantee admission. A minimum grade point average determined by the transfer institution and passage of a basic skills test are required for program admission.

Required General Education Core Curriculum—38 credits as follows:

Communication—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—select 3 credits from:

MTH-120, 121+122*, 139, 143, 145, 150, 151, 152, 212		3
------------------------------------------------------	--	---

**Recommended*

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180;		
NAT-111, 112		4
Choose four credits from CHM-111, 131;		
EAS-120, 125; GEL-150, PHS-101, 103;		
PHY-106 & 107, 110 & 111, 150, 203		4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213		3
Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111		3
Choose an additional three credits from any of the courses above.		3

Recommended that students choose a Non-Western or Third World Cultures course.

Social and Behavioral Sciences—9 credits

HIS-201	American History I	
or		
HIS-202	American History II	3
PSC-110	American National Government	3
Select an additional three credits from		
ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201; HIS-201, 202, 210, 215, 220; PSC-103, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101		
		3

A pre- or corequisite may be required for some courses.

Additional Degree Requirement—3 credits

PSY-105	Child Psychology	3
---------	------------------	---

Area of Concentration/Major Field—7-16 credits

CCA-101	Introduction to Early Childhood Education	3
EDU-111	Students with Disabilities in School	3
EDU-103	Observation/Clinical Experience	1

These courses will be accepted in transfer by participating schools, but they may only transfer as electives within the major.

Teachers must choose an area of concentration, 18 hours of coursework in one discipline. Nine of those hours should be taken at the community college level with the other nine hours taken at the transfer school. Students should consult the catalog of the intended transfer school to determine acceptable areas of concentration.

Electives—5-14 credits

Select any additional courses to fulfill teacher certification requirements. Students should check the catalog for their transfer school to receive additional guidance on courses to select.

¹ *Math requirements vary at four-year institutions.*

² *Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.*

Elementary Education

Associate in Arts Degree

62 Credit Hours

IAI Recommended Curriculum

To teach young children (grades K-9) in Illinois public schools, teachers must be certified by the State of Illinois upon completion of a four-year degree. Students interested in elementary education are encouraged to complete the Associate in Arts (A.A.) degree prior to transfer. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center. Students should be aware that admission to the junior year of elementary education is competitive and that each four-year college has specific admissions requirements including a minimum grade point average and a test of basic skills.

Required General Education Core Curriculum—38 credits as follows:

Communication—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—select 3 credits from

MTH-120, 121+122*, 139, 143, 145, 150, 151, 152, 212		3
------------------------------------------------------	--	---

**Recommended*

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112		4
Choose four credits from CHM-111, 131; EAS-120, 125; GEL-150, PHS-101, 103; PHY-106 & 107, 110 & 111, 150, 203		4

Humanities and Fine Arts²—9 credits

Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110		3
Choose three credits from LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226		3
Choose three credits from ART-110, 205, 206 or 208, 209; FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225; MUS-106, 107; PHI 101, 111, 120, 125; SPA-202, 213; THE-105, 107, 110, 111		3

Recommended that students choose a Non-Western or Third World Cultures course and a literature course.

Social and Behavioral Sciences—9 credits

HIS-201	American History I	
or		
HIS-202	American History II	3
PSC-110	American National Government	3
PSY-101	Introduction to Psychology	3

Additional Degree Requirement—3 credits

PSY-104	Life-Span Developmental Psychology	3
or		
PSY-105	Child Psychology	3

Area of Concentration/Major Field—6-15 credits

EDU-100	Introduction to Education	3
EDU-103	Observation/Clinical Experience	3

Teachers must choose an area of concentration, 18 hours of coursework in one discipline. Nine of those hours should be taken at the community college level with the other nine hours taken at the transfer school. Students should consult the catalog of the intended transfer school to determine acceptable areas of concentration.

Electives—6-15 credits

Select any additional courses to fulfill teacher certification requirements. Students should check the catalog for their transfer school to receive additional guidance on courses to select.

¹ *MTH-122 recommended; however, math requirements vary at four-year institutions.*

² *Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.*

A pre- or corequisite may be required for some courses.

Engineering

Associate in Science Degree

62 Credit Hours

IAI Recommended Curriculum

The engineer is concerned with the application of scientific principles to practical problems. There is a wide variety of specialties, but not all types are offered at all baccalaureate schools. A typical four-year curriculum provides a background of chemistry, mathematics and physics during the first two years, with the specialty courses occurring primarily in the last two years. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—40 credits as follows:

Communication—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics—5 credits

MTH-150	Analytic Geometry and Calculus I	5
---------	----------------------------------	---

Physical and Life Sciences—8 credits

CHM-131	Chemistry (University-Oriented) I	4
	Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112	4

Humanities and Fine Arts*—9 credits

	Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213	3
	Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111	3
	Choose an additional three credits from any of the courses above.	3

If two courses are selected in one discipline, a two-semester sequence is recommended.

Social and Behavioral Sciences—9 credits

ECO-101	Principles of Macroeconomics	3
ECO-102	Principles of Microeconomics	3
	Select three additional credits from ANT-201, 202, 210; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 110, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101	3

Additional Degree Requirement—5 credits

MTH-151	Analytic Geometry and Calculus II	5
---------	-----------------------------------	---

Area of Concentration/Major Field—17-22 credits

CSC-206	Fortran Programming	3
MTH-152	Analytic Geometry and Calculus III	4
MTH-201	Differential Equations	3
PHY-203	Mechanics	4
PHY-204	Heat, Electricity and Magnetism	4
PHY-205	Waves and Modern Physics	4

Electives

This program does not require any further electives; however, the following additional courses are recommended for each engineering specialty area. Students should complete entire course sequences at the same school. Students should consult the intended transfer school and an academic advisor.

Aeronautical, Civil, General, Manufacturing, Mechanical, and Engineering Mechanics

EGN-150	Engineering Graphics	3
EGN-201	Engineering Statics	3
EGN-202	Engineering Dynamics	3

Chemical Engineering

CHM-132	Chemistry University Oriented II	5
CHM-203	Organic Chemistry I	5
CHM-204	Organic Chemistry II	5

Computer Engineering

CSC-140	Introduction to Computer Science	3
CSC-240	Advanced Computer Science	3

Industrial Engineering

EGN-201	Engineering Statics	3
EGN-202	Engineering Dynamics	3

** Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.*

A pre- or corequisite may be required for some courses.

English

Associate in Arts Degree

62 Credit Hours

IAI Recommended Curriculum

Baccalaureate degrees in English generally emphasize the study of literature and literary criticism. Some four-year colleges also offer specializations in creative or technical writing and/or programs to prepare students for certification as a high school English teacher. Students interested in English as a transfer major are encouraged to complete the Associate in Arts (AA) degree prior to transfer. Students should be aware that admission to the junior year in English may be competitive. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—38 credits as follows:

Communications—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—3 credits

Select three hours from MTH-120, 139, 143, 145, 150, 151, 152, 212	3
--------------------------------------------------------------------	---

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112	4
Choose four credits from CHM-111, 131; EAS-120, 125; GEL-150, PHS-101, 103; PHY-106 & 107, 110 & 111, 150, 203	4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213	3
Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111	3
Choose an additional three credits from any of the courses above.	3

Social and Behavioral Sciences—9 credits

Select nine credits from more than one prefix. ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 110, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101	9
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---

Additional Degree Requirement—3 credits

LIT-213	American Literature I	3
---------	-----------------------	---

Area of Concentration/Major Field—15 credits

LIT-214	American Literature II	3
LIT-217	Introduction to Poetry	3
LIT-220	Introduction to Fiction	3
LIT-221	English Literature I	3
LIT-222	English Literature II	3

Electives—6 credits

Students should consult the catalog of the intended transfer school to choose the most appropriate courses for this major. See Foreign Language Requirement below. Electives may also include one of the following:

COM-106	Creative Writing: Poetry	3
COM-107	Creative Writing: Fiction	3
LIT-226	Literature of the Non-Western World	3

¹ Math requirements vary at four-year institutions.

² Foreign Language Requirement: For an English major, many universities require competency in a single foreign language through the third or fourth college semester. Two years in high school may substitute for the first two college semesters. See the college catalog for the intended transfer institution for specific details.

A pre- or corequisite may be required for some courses.

History

Associate in Arts Degree

62 Credit Hours

IAI Recommended Curriculum

Although history majors generally earn a Bachelor of Arts degree, they may also have a choice of earning a Bachelor of Science degree depending on the four-year university they attend. A history major may also pursue a program leading to state certification as a high school (6-12) history teacher. Students should complete an associate degree prior to transfer and should be aware that it may be necessary to take additional credit hours depending on the requirements of the intended transfer institution. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—38 credits as follows:

Communications—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics 1—3 credits

Select three hours from MTH-120, 139, 143, 145, 150, 151, 152, 212	3
--------------------------------------------------------------------	---

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112	4
Choose four credits from CHM-111, 131; EAS-120, 125; GEL-150, PHS-101, 103; PHY-106 & 107, 110 & 111, 150, 203	4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213	3
Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111	3
Choose an additional three credits from any of the courses above.	3

Social and Behavioral Sciences—9 credits

Select nine credits from more than one prefix. ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201; HIS-101, 102, 210, 215, 220; PSC-103, 110, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101	9
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---

Additional Degree Requirement—3 credits

HIS-201	American History I	3
---------	--------------------	---

Area of Concentration/Major Field—3 credits

HIS-202	American History II	3
---------	---------------------	---

Electives—18 credits

Students should consult the catalog of the intended transfer school to choose the most appropriate courses for this major.

¹ *Math requirements vary at four-year institutions.*

² *Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.*

A pre- or corequisite may be required for some courses.

Manufacturing Technology/Machining

Associate in Science Degree

62 Credit Hours

IAI Recommended Curriculum

Manufacturing technology is a combination of technical (math/science) education with hands-on skills. It is a field of study that specializes in the application of manufacturing concepts, principles and processes to plan, design and manage machines and people. The courses below are for students planning to transfer into a baccalaureate manufacturing technology/machining program. Students interested in manufacturing technology as a transfer major are encouraged to complete the Associate in Science (A.S.) degree prior to transfer. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—39 credits as follows:

Communications—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—4 credits

MTH-139	Probability and Statistics	4
---------	----------------------------	---

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112		4
Choose four credits from PHY-106 & 107 or 110 & 111 or 150		4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213		3
Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111		3
Choose an additional three credits from any of the courses above.		3

Social and Behavioral Sciences—9 credits

Select nine credits from more than one prefix.		
ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 110, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101		9

Additional Degree Requirement—4 credits

CHM-111	Fundamentals of Chemistry	4
<i>or</i>		
CHM-131	Chemistry (University-Oriented) I	4

Area of Concentration/Major Field—5 credits

EGN-150	Engineering Graphics	3
MTH-142	Trigonometric Functions	2

Electives—14 credits

Students should consult the catalog of the intended transfer school to choose additional courses most appropriate for this major. Electives may include:

IST-101	Introduction to Machine Tools	3
IST-111	Threading, Milling and Grinding	3
WLD-123	MIG, TIG and Brazing	3

¹ *Math requirements vary at four-year institutions.*

² *Foreign Language Competency: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.*

NOTE: In addition to the Associate in Science (A.S.) degree, students may choose to transfer to a baccalaureate manufacturing technology program after completion of an Associate in Applied Science (A.A.S.) degree. Students who have completed an A.A.S. may need to complete additional general education and prerequisite courses. Students should contact an academic advisor and their intended transfer institution for more information.

A pre- or corequisite may be required for some courses.

Mass Communication

Associate in Arts Degree

62 Credit Hours

IAI Recommended Curriculum

Mass communication encompasses four major program areas: radio/TV/film, advertising/public relations, journalism/news editorial/photojournalism, and multimedia. Students interested in mass communication as a four-year major are encouraged to complete the Associate in Arts (A.A.) degree prior to transfer. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—38 credits as follows:

Communication—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—select 3 credits from:

MTH-120, 139, 143, 145, 150, 151, 152, 212		3
--------------------------------------------	--	---

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112		4
--------------------------------------------------------------------	--	---

Choose four credits from CHM-111, 131; EAS-120, 125; GEL-150, PHS-101, 103; PHY-106 & 107, 110 & 111, 150, 203		4
----------------------------------------------------------------------------------------------------------------	--	---

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213		3
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	---

Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111		3
-----------------------------------------------------------------------------------------------------------------------	--	---

Choose an additional three credits from any of the courses above. <i>(THE-107 recommended for radio/TV/film majors)</i>		3
-------------------------------------------------------------------------------------------------------------------------	--	---

Social and Behavioral Sciences—9 credits

Select nine credits from more than one prefix. ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 110, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101		9
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	---

Additional Degree Requirement—3 credits

Select three credits from Humanities and Fine Arts or Social and Behavioral Sciences or FRE/GER/JPN/SPA-101, 102, 201		3
-----------------------------------------------------------------------------------------------------------------------	--	---

Area of Concentration/Major Field—6 credits

JRN-101	Introduction to Mass Communication	3
JRN-111	Newsriting	3

Electives—15 credits

Students should consult the catalog of the intended transfer school to choose the most appropriate courses for this major.

¹ *Math requirements vary at four-year institutions.*

² *Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.*

A pre- or corequisite may be required for some courses.

Mathematics

Associate in Science Degree

62 Credit Hours

IAI Recommended Curriculum

Baccalaureate degree programs in mathematics prepare students with diverse career goals by developing rigorous, logical thinking; an appreciation and familiarity with complex structures and algorithms; and the ability to learn technical materials and abstract concepts. Students interested in mathematics as a transfer major are encouraged to complete the Associate in Science (A.S.) degree prior to transfer. Students should be aware that admission to the junior year in mathematics may be competitive. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—40 credits as follows:

Communications—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—5 credits

MTH-150	Analytic Geometry and Calculus I	5
---------	----------------------------------	---

Physical and Life Sciences—8 credits

PHY-203	Mechanics	4
	Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112	4

Humanities and Fine Arts²—9 credits

	Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213	3
	Choose three credits from ART-110, 205, 206 or 208, 209; HUM 101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111	3
	Choose an additional three credits from any of the courses above.	3

Social and Behavioral Sciences—9 credits

	Select nine credits from more than one prefix.	
	ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 110, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101	9

Additional Degree Requirement—3 credits

MTH-201	Differential Equations	
or		
MTH-210	Linear Algebra	3

Area of Concentration/Major Field—9 credits

MTH-151	Analytic Geometry and Calculus II	5
MTH-152	Analytic Geometry and Calculus III	4

Electives—10 credits

Students should consult the catalog of the intended transfer school to choose the most appropriate courses for this major. Electives may include:

CSC-206	FORTTRAN Programming	3
---------	----------------------	---

¹ *Math requirements vary at four-year institutions.*

² *Foreign Language Competency: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.*

Students interested in Secondary Mathematics should refer to the A.A.T. degree in Secondary Mathematics on page 82.

A pre- or corequisite may be required for some courses.

Music

Associate in Arts Degree

62 Credit Hours

IAI Recommended Curriculum

This curriculum requires a broad background in music theory, literature, keyboarding skills, aural skills, ensemble performance, and applied music instruction. This program is designed for students pursuing a baccalaureate degree in the field of music performance. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center. Students should also be aware that admission to the junior year in music is competitive and that many schools require an audition prior to program admission.

Required General Education Core Curriculum—38 credits as follows:

Communication—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—select 3 credits from:

MTH-120, 139, 143, 145, 150, 151, 152, 212		3
--------------------------------------------	--	---

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112		4
--------------------------------------------------------------------	--	---

Choose four credits from CHM-111, 131; EAS-120, 125; GEL-150, PHS-101, 103; PHY-106 & 107, 110 & 111, 150, 203		4
----------------------------------------------------------------------------------------------------------------	--	---

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213		3
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	---

Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111		3
-----------------------------------------------------------------------------------------------------------------------	--	---

Choose an additional three credits from any of the courses above.		3
-------------------------------------------------------------------	--	---

Social and Behavioral Sciences—9 credits

Select nine credits from more than one prefix. ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 110, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101		9
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	---

Additional Degree Requirement—3 credits

Select three credits from Humanities and Fine Arts or Social and Behavioral Sciences or FRE/GER/JPN/SPA-101, 102, 201

Area of Concentration/Major Field—14-18 credits

MUS-104	Music Theory I	3
MUS-105	Music Theory II	3

A student should take one ensemble course each term for a total of 4 semester credits and may choose from the following courses:

MUS-141-144	Moraine Valley Chamber Singers I-IV	4
MUS-145-148	College Community Chorus I-IV	4
MUS-151-154	Moraine Valley Jazz Ensemble I-IV	4
MUS-161-164	Instrumental Chamber Ensemble I-IV	4
MUS-171-174	College-Community Orchestra I-IV	4
MUS-175-178	College-Community Band I-IV	4

A student should take one applied instruction course each term for a total of 4-8 semester credits and may choose from the following courses:

MUS-125-128	Advanced Voice Instruction I-IV	8
MUS-135-138	Advanced Piano Instruction I-IV	8
MUS-185-188	Advanced Guitar Instruction I-IV	4

Electives—3-7 credits

Students should consult the catalog for their intended transfer school to receive additional guidance on courses to select.

¹ Math requirements vary at four-year institutions.

² Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.

A pre- or corequisite may be required for some courses.

Music Education

Associate in Arts Degree

62 Credit Hours

IAI Recommended Curriculum

This curriculum requires a broad background in music theory, literature, keyboarding skills, aural skills, ensemble performance and applied music instruction. To teach music in Illinois public schools, teachers must be certified by the State of Illinois upon completion of their baccalaureate degree program. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center. Students should also be aware that admission to the junior year in music is competitive and that many schools require an additional test of basic skills and an audition prior to program admission.

Required General Education Core Curriculum—38 credits as follows:

Communication—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics 1—select 3 credits from:

MTH-120, 121+122, 139, 143, 145, 150, 151, 152, 212 (MTH-121 Math for Teachers I can be used as elective credit only)		3
--------------------------------------------------------------------------------------------------------------------------	--	---

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112		4
Choose four credits from CHM-111, 131; EAS-120, 125; GEL-150, PHS-101, 103; PHY-106 & 107, 110 & 111, 150, 203		4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213		3
Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111		3
Choose an additional three credits from any of the courses above.		3

Recommended that students choose a Non-Western or Third World Cultures course.

Social and Behavioral Sciences—9 credits

HIS-201	American History I	
or		
HIS-202	American History II	3
PSC-110	American National Government	3
Select an additional three credits from		
ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101		3

Additional Degree Requirement—3 credits

Select three credits from Humanities and Fine Arts or Social and Behavioral Sciences or FRE/GER/JPN/SPA-101, 102, 201		3
-----------------------------------------------------------------------------------------------------------------------	--	---

Area of Concentration/Major Field—14-18 credits

MUS-104	Music Theory I	3
MUS-105	Music Theory II	3

A student should take one ensemble course each term for a total of four semester credits and may choose from the following courses:

MUS-141-144	Moraine Valley Chamber Singers I-IV	4
MUS-145-148	College Community Chorus I-IV	4
MUS-151-154	Moraine Valley Jazz Ensemble I-IV	4
MUS-161-164	Instrumental Chamber Ensemble I-IV	4
MUS-171-174	College-Community Orchestra I-IV	4
MUS-175-178	College-Community Band I-IV	4

A student should take one applied instruction course each term for a total of 4-8 semester credits and may choose from the following courses:

MUS-125-128	Advanced Voice Instruction I-IV	8
MUS-135-138	Advanced Piano Instruction I-IV	8
MUS-185-188	Advanced Guitar Instruction I-IV	4

Electives—3-7 credits

Select any additional courses to fulfill teacher certification requirements above. Students should consult the catalog for their transfer school to receive additional guidance on courses to select.

¹ *Math requirements vary at four-year institutions.*

² *Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.*

A pre- or corequisite may be required for some courses.

Nursing

Associate in Science Degree

62 Credit Hours

IAI Recommended Curriculum

This program provides the courses for students planning to earn an Associate in Science (AS) degree to prepare for transfer to a four-year university to pursue a degree in nursing. Students who are interested in the nursing program at Moraine Valley (AAS) should refer to the Career Programs section of this catalog. Students who earn a baccalaureate degree in nursing and pass the state licensure examination are licensed as registered nurses (RN). RN's may supervise, teach, and delegate nursing care to health team members as well as deliver direct care and treatment. The RN also prepares patients for surgery, administers intravenous therapy, establishes patient care plans, assesses and evaluates patient needs, and supervises nursing care. Students should complete the Associate in Science (AS) degree prior to transfer and should be aware that it may be necessary to take additional credit hours depending on the requirements of the intended transfer institution. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—39 credits as follows:

Communication—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—select 4 credits from:

MTH-139	Probability and Statistics	4
---------	----------------------------	---

Physical and Life Sciences—8 credits

BIO-180	Human Anatomy and Physiology I	4
CHM-131	Chemistry (University-Oriented) I	4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213		3
Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111		3
Choose an additional three credits from any of the courses above.		3

Social and Behavioral Sciences—9 credits

PSY-101	Introduction to Psychology	3
SOC-101	General Sociology	3
Select three additional credits from:		
ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 110, 115, 210, 215, 225; PSY-104, 105, 106, 202, 210; SOC-102, 204, 201, 210; SSC-101		
		3

Additional Degree Requirement—4 credits

BIO-181	Human Anatomy and Physiology II	4
---------	---------------------------------	---

Area of Concentration/Major Field—13 credits

BIO-119	Introductory Microbiology	4
CHM-132	Chemistry (University-Oriented) II	4
CHM-203	Organic Chemistry I	5

Electives—6 credits

Students should consult the catalog of the intended transfer school to choose the most appropriate courses for this major.

¹ *Math requirements vary at four-year institutions.*

² *Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.*

A pre- or corequisite may be required for some courses.

Political Science

Associate in Arts Degree

62 Credit Hours

IAI Recommended Curriculum

Political science is the study of the theory and practice of government and politics. Students of politics describe and analyze political systems and behavior. Baccalaureate programs offer courses in areas such as public administration, public law, international relations, comparative politics, political behavior, political philosophy, and U. S. government. Students interested in political science as a transfer major are encouraged to complete the Associate in Arts (A.A.) degree prior to transfer. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—38 credits as follows:

Communications—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹ — select 3 credits from:

MTH-120, 139, 143, 145, 150, 151, 152, 212	3
--------------------------------------------	---

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112	4
Choose four credits from CHM-111, 131; EAS-120, 125; GEL-150, PHS-101, 103; PHY-106 & 107, 110 & 111, 150, 203	4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213	3
Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111	3
Choose an additional three credits from any of the courses above.	3

Social and Behavioral Sciences—9 credits

PSC-115	State and Local Government	3
PSC-215	Comparative Government	3
Select three credits from ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 210; HIS-101, 102, 201, 202, 210, 215, 220; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101	3	

Additional Degree Requirement—3 credits

PSC-110	American National Government	3
---------	------------------------------	---

Area of Concentration/Major Field—3 credits

PSC-210	International Relations	3
---------	-------------------------	---

Electives—18 credits

Students should consult the catalog of the intended transfer school to choose the most appropriate courses for this major.

¹ Math requirements vary at four-year institutions.

² Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution

A pre- or corequisite may be required for some courses.

Psychology

Associate in Arts Degree

62 Credit Hours

IAI Recommended Curriculum

Psychology is the scientific study of human and animal behavior, along with the biological and mental processes which underlie behavior. Students planning to major in psychology are encouraged to complete foundational coursework in the sciences and mathematics, along with a core of basic psychology courses. Students interested in psychology as a four-year major are encouraged to complete the Associate in Arts (A.A.) degree prior to transfer. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—39 credits as follows:

Communication—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—select 4 credits from MTH-139, 143, 145, 150, 212 4

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112	4
Choose four credits from CHM-111, 131; EAS-120, 125; GEL-150, PHS-101, 103; PHY-106 & 107, 110 & 111, 150, 203	4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213	3
Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; HUM-103; MUS-106, 107; THE-105, 107, 110, 111	3
Choose an additional three credits from any of the courses above.	3

Social and Behavioral Sciences—9 credits

PSY-101 Introduction to Psychology	3
Choose six additional credits, both should be outside the discipline of psychology.	
ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 110, 115, 210 215, 225; PSY-104, 105,106; SOC-101, 102, 204, 210; SSC-101	6

Additional Degree Requirement—3 credits

PSY-202	Social Psychology	3
---------	-------------------	---

Area of Concentration/Major Field—6 credits

PSY-205	Abnormal Psychology	3
PSY-210	Adult Psychology	3

Electives—14 credits

Students should consult the catalog of the intended transfer school to choose the most appropriate courses for this major.

¹ Math requirements vary at four-year institutions.

² Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.

A pre- or corequisite may be required for some courses.

Secondary Education

Associate in Arts Degree

62 Credit Hours

IAI Recommended Curriculum

To teach in an Illinois public school (grades 6-12), teachers must be certified by the State of Illinois upon completion of a four-year degree. Since secondary education is not a major at the baccalaureate level, students need to select a major and a teaching minor from among those disciplines taught in high schools. Since admission to Secondary Education is competitive, completion of these courses alone does not guarantee admission. A minimum grade point average determined by the transfer institution and passage of a basic skills test are required for program admission. Students interested in secondary education as a four-year major are encouraged to complete the Associate in Arts (A.A.) degree prior to transfer. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—38 credits as follows:

Communication—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—select 3 credits from:

MTH-120,139, 143, 145, 150, 151, 152, 212	3
-------------------------------------------	---

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112	4
Choose four credits from CHM-111, 131; EAS-120, 125; GEL-150, PHS-101, 103; PHY-106 & 107, 110 & 111, 150, 203	4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213;	3
Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111	3
Choose an additional three credits from any of the courses above.	3

Recommended that students choose a Non-Western or Third World Cultures course and a Literature course.

Social and Behavioral Sciences—9 credits

HIS-201	American History I	
or		
HIS-202	American History II	3
PSC-110	American National Government	3
PSY-101	Introduction to Psychology	3

Additional Degree Requirement—3 credits

PSY-104	Life-Span Developmental Psychology	
or		
PSY-215	Educational Psychology	3

Area of Concentration/Major Field—9 credits

EDU-100	Introduction to American Education	3
EDU-111	Students with Disabilities in School	3
EDU-103	Pre-Student Teaching Practicum	3

While these credits should transfer to baccalaureate schools, they may or may not substitute for upper-division professional coursework required for teacher certification. Please consult catalog of the intended transfer school.

Electives—12 credits

Select any additional courses to fulfill teacher certification requirements. Since secondary education is not a major, students should choose a major and begin courses in that discipline. Courses should be chosen in consultation with an academic advisor.

¹ *Math requirements vary at four-year institutions.*

² *Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.*

Students interested in Secondary Mathematics should refer to the A.A.T. degree in Secondary Mathematics on page 82.

A pre- or corequisite may be required for some courses.

Secondary Mathematics

Associate in Arts in Teaching Degree **62 credit hours**
Meets IAI General Education Core Curriculum

Curriculum Code 1480

This program prepares students for careers in the high-need teaching discipline of secondary education mathematics. This program is meant to facilitate the transfer of community college students desiring to become high school mathematics teachers into upper-division teacher education programs at four-year universities. Students obtaining an A.A.T. in Secondary Mathematics degree should have equal status with university native students at the beginning of the junior year. Students should be aware that admission to teacher education programs is competitive and generally includes a minimum grade point average determined by the transfer institution. Students should declare the A.A.T. major and consult with an academic advisor as soon as possible in their enrollment. Students should also consult the college catalog and transfer guides for their intended transfer institution for any additional requirements.

Required General Education Core Curriculum—40 credits as follows:

Communications—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics—5 credits

MTH-150	Calculus I/Analytic Geometry	5
---------	------------------------------	---

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180;		
NAT-111, 112		4
Choose four credits from CHM-111, 131;EAS-120, 125; GEL-150,		
PHS-101, 103;PHY-106 & 107, 110 & 111, 150, 203		4

Humanities and Fine Arts—9 credits

Choose three credits from FRE-202, GER-202: HUM-101,		
102, 104, 115, 120; JPN-202; LIT-213,214, 215 or 216, 217,		
218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101,		
111, 120, 125; SPA-202, 213		3
Choose three credits from ART-110, 205, 206 or 208, 209;		
HUM-101, 102, 104, 120; MUS-106, 107;THE-105, 107,		
110, 111		3
Choose an additional three credits from any of the courses above		3

Recommended that students choose a Non-Western or Third World Cultures course (see page ##) and a Literature course depending upon transfer institution.

Social and Behavioral Sciences—9 credits

Select nine credits from more than one prefix.		
ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201;		
HIS-101, 102, 201, 202, 210, 215,220; PSC-103, 110, 115,		
210, 215, 225; PSY-101,104, 105, 106, 202, 210; SOC-101,		
102, 204, 201,210; SSC-101		9

Recommended that students choose HIS-201 or HIS-202, PSC-110 and PSY-105 depending upon transfer institution.

Professional Education—6 credits

EDU-100	Introduction to Education	3
Choose three credits from EDU-110, EDU-111, PSY-215		3

A pre- or corequisite may be required for some courses.

Mathematics Major—9 credits

MTH-151	Calculus II/Analytic Geometry	5
MTH-152	Calculus III/Analytic Geometry	4
Choose 3 credits from MTH-139, 201, 210		3

Electives—4 credits

Choose additional general education, professional education,		
or mathematics courses depending upon transfer institution.		4

Total Degree Hours**62 credit hours**

** Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.*

In addition to the specific courses listed above, students seeking an A.A.T. degree in Secondary Mathematics must also meet the following requirements for graduation:

Basic Skills Test—Students must earn a passing score on the Illinois Certification Testing System (ICTS) Basic Skills Test in order to earn the A.A.T. degree. A passing score on the test is also required for admission to teacher preparation programs at all Illinois four-year universities. Students should complete the Basic Skills Test after earning 45 semester hours of college credit and indicate both Moraine Valley and the intended transfer institution as receiving institutions on the application for the test. Students are responsible for ensuring that an official score report is on file in the Moraine Valley Records Office prior to the graduation deadline. Students who do not earn a passing grade on the Basic Skills Test can repeat the test; however, the A.A.T. degree cannot be awarded until a passing grade is received.

Portfolio—Students must submit a portfolio documenting that they have met the standards of the A.A.T. degree. The portfolio is developed over the course of the student’s enrollment at the college beginning the first semester. Students will be introduced to the portfolio at special orientation programs and in EDU-100. Students must submit the complete portfolio for evaluation during their final semester of enrollment prior to graduation. Successful completion of the portfolio is required for the A.A.T. degree to be awarded.

Social Work

Associate in Arts Degree

62 Credit Hours

IAI Recommended Curriculum

The profession of social work is devoted to helping people function optimally in their environment by providing direct and indirect services to individuals, families, groups and communities, and by working to improve social conditions. Bachelor's degree programs in social work prepare students for careers in public and private agencies such as child welfare, mental health, corrections, shelters and many other workplaces. Students should complete the Associate in Arts (A.A.) degree prior to transfer and should be aware that it may be necessary to take additional credit hours depending on the requirements of the intended transfer institution. Since admission to social work programs is competitive, completion of the recommended courses alone does not guarantee admission. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—39 credits as follows:

Communication—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—4 credits

MTH-139	Probability and Statistics	4
---------	----------------------------	---

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180;		
NAT-111, 112		4
Choose four credits from CHM-111, 131;		
EAS-120, 125; GEL-150, PHS-101, 103;		
PHY-106 & 107, 110 & 111, 150, 203		4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202, GER-202: HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226;		
PHI-101*, 111*, 120, 125; SPA-202, 213		3
Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107;		
THE-105, 107, 110, 111		3
Choose an additional three credits from any of the courses above		3

**Recommended*

Social and Behavioral Sciences—9 credits

Select nine credits from more than one prefix.		
ANT-201, 202*, 210; ECO-101*, 102; GEO-101 or 102, 201;		
HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 110*, 115, 210, 215, 225; PSY-101*, 104, 105, 106, 202, 210; SOC-101*, 102, 204, 201, 210; SSC-101		9

**Recommended*

Additional Degree Requirement—3 credits

PSY-104	Life-Span Developmental Psychology	3
---------	------------------------------------	---

Area of Concentration/Major Field—15 credits

PSY-202	Social Psychology	3
PSY-205	Abnormal Psychology	3
PSY-211	Psychology of Human Sexuality	3
SOC-204	Sociology of Contemporary Social Problems	3
SWK-101	Introduction to Social Work	3

Electives—5 credits

Students should consult the catalog of the intended transfer school to choose the most appropriate courses for this major.

¹ Math requirements vary at four-year institutions.

² Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.

A pre- or corequisite may be required for some courses.

Sociology

Associate in Arts Degree

62 Credit Hours

IAI Recommended Curriculum

Students interested in a major in sociology should complete the Associate in Arts (AA) degree prior to transfer and should be aware that it may be necessary to take additional credit hours depending on the requirements of the intended transfer institution. In addition to the specific general education courses listed, students are encouraged to complete additional general education courses (including courses in the social and behavioral sciences other than sociology) and mathematics. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—39 credits as follows:

Communication—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—4 credits

MTH-139	Probability and Statistics	
	or	
MTH-143	Finite Mathematics	4

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112		4
Choose four credits from CHM-111, 131; EAS-120, 125; GEL-150, PHS-101, 103; PHY-106 & 107, 110 & 111, 150, 203		4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213		3
Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111		3
Choose an additional three credits from any of the courses above.		3

Social and Behavioral Sciences—9 credits

Select nine credits from more than one prefix.		
ANT-201, 202*, 210; ECO-101, 102; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 110, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 201, 210; SSC-101		9

**Recommended*

Additional Degree Requirement—3 credits

SOC-102	Marriage and the Family	3
---------	-------------------------	---

Area of Concentration/Major Field—6 credits

SOC-204	Sociology of Contemporary Social Problems	3
SOC-210	Minority Groups	3

Electives—14 credits

Students should consult the catalog of the intended transfer school to choose the most appropriate courses for this major.

¹ *Math requirements vary at four-year institutions.*

² *Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.*

A pre- or corequisite may be required for some courses.

Special Education

Associate in Arts Degree

62 Credit Hours

IAI Recommended Curriculum

To teach in Illinois public schools, individuals must be certified by the State of Illinois after completion of a baccalaureate degree. Students interested in special education as a transfer major must carefully choose their courses while consulting the requirements of the intended transfer school and an academic advisor. Students are encouraged to complete the Associate in Arts (A.A.) degree prior to transfer. Students should be aware that admission to the junior year of special education may be competitive and that each four-year college has specific requirements for admission including a basic skills test and a minimum grade point average. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—38 credits as follows:

Communications—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—3 credits

Select three hours from MTH-120, 121+122*, 139, 143, 145, 150, 151, 152, 212	3
------------------------------------------------------------------------------	---

**Recommended*

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112	4
Choose four credits from CHM-111, 131; EAS-120, 125; GEL-150, PHS-101, 103; PHY-106 & 107, 110 & 111, 150, 203	4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213	3
Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111	3
Choose an additional three credits from any of the courses above.	3

Recommended that students choose a Non-Western or Third World Cultures course and a literature course.

Social and Behavioral Sciences—9 credits

HIS-201	American History I	
or		
HIS-202	American History II	3
PSC-110	American National Government	3
PSY-101	Introduction to Psychology	3

Additional Degree Requirement—3 credits

PSY-104	Life-Span Developmental Psychology	3
---------	------------------------------------	---

Area of Concentration/Major Field—6 credits

EDU-100	Introduction to American Education	3
EDU-103	Observation/Clinical Experience	3
EDU-111	Students with Disabilities in School	3

Electives—12 credits

Students should consult the catalog of the intended transfer school to choose the most appropriate courses for this major. Electives may include additional courses needed for teacher certification.

¹ Math requirements vary at four-year institutions.

² Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.

A pre- or corequisite may be required for some courses.

Speech Communication

Associate in Arts Degree

62 Credit Hours

IAI Recommended Curriculum

The courses below are for students planning to transfer into a baccalaureate speech communication program. Students interested in speech communication as a transfer major are encouraged to complete the Associate in Arts (A.A.) degree prior to transfer. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—38 credits as follows:

Communications—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—3 credits

Select three hours from MTH-120, 139, 143, 145, 150, 151, 152, 212	3
--------------------------------------------------------------------	---

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112	4
Choose four credits from CHM-111, 131; EAS-120, 125; GEL-150, PHS-101, 103; PHY-106 & 107, 110 & 111, 150, 203	4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213	3
Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111	3
Choose an additional three credits from any of the courses above.	3

Social and Behavioral Sciences—9 credits

Select nine credits from more than one prefix. ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 110, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101	9
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---

Additional Degree Requirement—3 credits

Select three hours from Humanities and Fine Arts, Social and Behavioral Sciences, or FRE/GER/JPN/SPA-101, 102, 201	3
--------------------------------------------------------------------------------------------------------------------	---

Area of Concentration/Major Field—3 credits

COM-203	Interpersonal Communication	3
---------	-----------------------------	---

Electives—18 credits

Students should consult the catalog of the intended transfer school to choose additional courses most appropriate for this major.

¹ Math requirements vary at four-year institutions.

² Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.

A pre- or corequisite may be required for some courses.

Theater Arts

Associate in Arts Degree

62 Credit Hours

IAI Recommended Curriculum

The courses below are for students planning to transfer into a baccalaureate theater arts program. Students interested in theater arts as a transfer major are encouraged to complete the Associate in Arts (A.A.) degree prior to transfer. Students should be aware that admission to the junior year of theater arts may be competitive. These course recommendations are intended for students who are undecided about a transfer school. Students who have selected a transfer school should consult the catalog of that school and an academic advisor for requirements appropriate to the first two years of study. College catalogs and transfer guides for many four-year colleges are available in the Academic Advising Center.

Required General Education Core Curriculum—38 credits as follows:

Communications—9 credits

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3

Mathematics¹—3 credits

Select three hours from MTH-120, 139, 143, 145, 150, 151, 152, 212	3
--------------------------------------------------------------------	---

Physical and Life Sciences—8 credits

Choose four credits from BIO-111, 112, 115, 119, 180; NAT-111, 112	4
Choose four credits from CHM-111, 131; EAS-120, 125; GEL-150, PHS-101, 103; PHY-106 & 107, 110 & 111, 150, 203	4

Humanities and Fine Arts²—9 credits

Choose three credits from FRE-202; GER-202; HUM-101, 102, 104, 115, 120; JPN-202; LIT-213, 214, 215 or 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226; PHI-101, 111, 120, 125; SPA-202, 213	3
Choose three credits from ART-110, 205, 206 or 208, 209; HUM-101, 102, 104, 120; MUS-106, 107; THE-105, 107, 110, 111	3
Choose an additional three credits from any of the courses above.	3

Social and Behavioral Sciences—9 credits

Select nine credits from more than one prefix. ANT-201, 202, 210; ECO-101, 102; GEO-101 or 102, 201; HIS-101, 102, 201, 202, 210, 215, 220; PSC-103, 110, 115, 210, 215, 225; PSY-101, 104, 105, 106, 202, 210; SOC-101, 102, 204, 210; SSC-101	9
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---

Additional Degree Requirement—3 credits

THE-105	Theater Appreciation	3
---------	----------------------	---

Area of Concentration/Major Field—6 credits

THE-115	Introduction to Acting	3
THE-125	Stagecraft	3

Electives—15 credits

Students should consult the catalog of the intended transfer school to choose the most appropriate courses for this major. Courses may include:

THE-116	Acting II	3
---------	-----------	---

¹ Math requirements vary at four-year institutions.

² Foreign Language Requirement: Some universities have a foreign language requirement. Generally, four years of a single foreign language in high school or four semesters of language in college will fulfill this requirement. It is recommended that students complete the entire foreign language sequence at one institution.

A pre- or corequisite may be required for some courses.

Career Programs

To prepare students whose goal is immediate employment upon graduation, Moraine Valley offers Career Programs that lead to Associate in Applied Science (A.A.S.) degrees or to certificates.

Many of the Career Programs transfer in whole or in part to some universities. However, these programs are not designed specifically for transfer. Students intending to transfer should consult an academic advisor.

Career outlook information is provided by the Occupational Outlook Handbook and other sources.

High school graduates may be eligible for proficiency credit in some career programs. See Tech Prep on page 150 for information. Additional career programs are offered to Moraine Valley students at other area community colleges through cooperative agreements. See page 149 for more information.

	Certificate	Associate in Applied Science Degree	Semester Hours	Program Requirements on Page
Art				
Computer Graphics/Digital Art Design (1428)		•	66	99
Business				
Business Administration Associate (1202)		•	62	94
Accounting Assistant/Clerk (1328)	•		32	95
Business Skills (1423)	•		9	95
Culinary Arts Management (1324)		•	66	101
Baking/Pastry Arts (1323)	•		30	101
Culinary Arts Management (1322)	•		34	101
Human Resources Management (1412)		•	62	110
Employee Training and Development (1413)	•		30	
Marketing and Management (1238)		•	62	120
Restaurant/Hotel Management (1256)		•	66	143
Beverage Management (1414)	•		18	143
Restaurant/Hotel Management (1254)	•		35	143
Small Business Management (1411)		•	63	144
Computer Integrated Technologies				
Computer and Local Area Network Technician (1416)		•	62	97
Computer Technician (1418)	•		20	97
LAN Technician (1419)	•		26	98
Network Administrator (1449)	•		32	97
Electronic/Computer Controls Tech (1281)		•	63	102
Electronic Controls Technician (1417)	•		42	102
Electronics Technician (1282)	•		18	102
Integrated Systems Technology (1403)		•	63	
Internet Specialist (1435)		•	62	113
Cisco Network Associate (1447)	•		19	113
Cisco Network Professional (1448)	•		16	113
Microsoft Professional (1446)	•		23	113
IT Security Specialist (1420)		•	62	112
Network Security Specialist (1434)		•	35	112
Mechanical and Fluid Power Maintenance (1275)	•		39	123
Mechanical Design and Drafting/CAD (1221)		•	66	124
3-D CAD (1439)	•		20	124
Architectural CAD (1436)	•		17	124
CAD Programming/Management (1437)	•		18	125
Computer Animation (1438)	•		20	125
Mechanical Design CAD (2102)	•		23	125
Mechanical Design Drafting (1220)	•		32	125
Health Sciences				
Emergency Medical Services (1320)	•		35	103
Health Information Technology (1244)		•	69	107
Coding Specialist (1431)	•		22	108
Medical Transcription (1432)	•		19	108
Massage Therapy	•		37	121
Medical Assistant (1455)	•		37	126
Nursing (1246)		•	69	127

C A R E E R P R O G R A M S

	Certificate	Associate in Applied Science Degree	Semester Hours	Program Requirements on Page
Phlebotomy (1306)	•		8	134
Polysomnography Technologist (1441)	•		23	135
Radiologic Technology (1240)		•	67	138
Respiratory Therapy Technology (1241)		•	74	141
Information Management Systems				
Management Information Systems (1206)		•	62	114
AS/400 Specialist (1294)	•		34	115
C++ Programmer (1459)	•		18	116
C# Programmer (1466)	•		18	116
E-Commerce Generalist (1460)	•		27	117
Java Programmer (1458)	•		18	117
Microsoft Application Developer (1313)	•		15	118
RPG Programmer (1233)	•		18	117
Software Developer (1305)	•		24	118
Visual Basic.NET Programmer (1457)	•		21	119
Website Designer (1434)	•		27	119
Website Developer (1433)	•		30	119
Office Systems and Applications (1257)		•	64	129
Administrative Assistant (1315)	•		36	130
Data Entry (1317)	•		7	132
Desktop Publishing and Graphics (1312)	•		12	131
Legal Office Assistant (1316)	•		36	131
Medical Secretary (1318)	•		34	132
Microsoft Office Specialist (1456)	•		22	132
PC Applications Help Desk (1311)	•		33	131
Receptionist/Office Assistant (1214)	•		19	132
Mechanical Technologies				
Automotive Technology (1277)		•	64	92
Automotive Climate Control Tech (1462)	•		12	92
Automotive Service Technician (1237)	•		48	92
Brake and Chassis Technician (1461)	•		12	93
Drivetrain Technician (1464)	•		16	93
Engine Driveability Technician (1463)	•		24	93
Heating and Air Conditioning (1215)	•		34	109
Advanced Air Conditioning Tech (1454)	•		16	109
Basic Air Conditioning Tech (1453)	•		19	109
Electrical Troubleshooting (1452)	•		15	109
Integrated Systems Technology	•		63	111
Materials Technology (1421)	•		15	122
Individualized Welding (1530)	•		8	147
Multi-Process Welding (1532)	•		9	147
Pipe Welding (1531)	•		18	147
Shielded Metal Arc Welding (1529)	•		9	147
Welding, Advanced (1229)	•		33	147
Welding, Combination (1230)	•		26	147
Public Service				
Addictions Studies (1321)	•		40	91
Child Care (1264)		•	62	96
Criminal Justice (1260)		•	62	100
Correction Officer/Youth Supervisor (1245)		•	66	100
Fire Science Technology (1262)		•	63	104
Fire Inspection (1285)	•		30	104
Fire Officer I (1286)	•		27	104
Fire Officer II (1327)	•		24	105
Firefighter Specialist (1268)	•		32	105
Fitness Trainer (1279)	•		30	106
Private Protective Services (1307)	•		30	136
Psychiatric Rehabilitation Technician (1445)	•		16	137
Recreation Management (1261)		•	64	139

C A R E E R P R O G R A M S

	Certificate	Associate in Applied Science Degree	Semester Hours	Program Requirements on Page
Recreation Therapy (1259)		•	62	140
Travel Business Management (1288)		•	62	145
Meeting Planner (1465)	•		30	145
Travel-Tourism (1289)	•	26		146
Education				
Paraprofessional Educator (1470)		•	62	133
Paraprofessional Educator (1270)	•		31	133

Addictions Studies

This program consists of one certificate.

Certificate—40 credit hours

Curriculum Code 1321

The primary goal of this program is to give students an opportunity to develop the skills and knowledge necessary to pursue and become certified addictions counselors in Illinois through the Illinois Alcohol and Other Drug Abuse Professional Certification Association and related certification entities.

Much faster than average employment growth for all occupations is expected for human services workers who are needed as society focuses on ways to develop mental well-being, such as controlling job- and family-related stress with the help of counselors. In addition, there will be a continuing need to provide services to those with substance abuse problems.

Required Career Courses—34 credits as follows:

ADC-100	Human Development and Behavior	3
ADC-101	Introduction to Addictions Counseling	3
ADC-106	Individual Counseling	3
ADC-108	Addictions Services	3
ADC-202	Alcohol and Alcoholism	3
ADC-204	Psychoactive Drugs	3
ADC-205	Substance Abuse	3
ADC-206	Group Counseling	3
ADC-207	Family Counseling	3
ADC-208	Case Management	3
ADC-233	Field Practicum	3
ADC-237	Seminar	1

Electives—Select six credits from the following:

ADC-110	Common Behavior Disorders	3
ADC-112	Special Populations	3
ADC-210	Diagnostic and Statistical Evaluation	2
ADC-215	Employee Assistance Programs	3
ADC-219	Contemporary Issues: Alcohol/Drugs	2
ADC-220	Preventionist I	3
ADC-221	Preventionist II	3
ADC-230	Special Topics	1
ADC-235	Preventionist Practicum	3
ADC-239	Preventionist Seminar	1
PSR-120	Survey of Psychiatric Rehabilitation	3
PSR-125	Psychiatric Rehabilitation Skills	3
PSR-130	Health Skills for Psychiatric Rehabilitation	3

A pre- or corequisite may be required for some courses.

Automotive Technology—CAP Program

Moraine Valley Community College's Automotive Program is affiliated with the DaimlerChrysler College Automotive Program. Moraine Valley Community College is one of 40 colleges nationwide to have this distinction. The DaimlerChrysler College Automotive Program, also known as CAP, has a similar structure to the college's general automotive Associate in Applied Science (A.A.S.) degree program. It differs in that it focuses course information and hands-on activities exclusively using Chrysler-Dodge-Jeep products and procedures. The student is required to work at an approved Chrysler dealer or Chrysler fleet location as an entry-level technician during the internship period. Students completing the A.A.S. through the CAP program also will receive a certificate from Chrysler Corporation.

Automotive Technology

This program consists of one degree and five certificates.

A.A.S. Degree—64 credit hours

Curriculum Code 1277

This curriculum familiarizes the student with the technical aspects of operating and servicing various components and systems used in automotive applications. Classroom lecture is devoted to theory of operation, troubleshooting and repair. Lab work incorporates work on equipment in which safety, business ethics, testing procedures, and techniques are emphasized.

Jobs are plentiful for automotive mechanics with the strong electronics background needed to work on today's vehicles. The growing complexity of automotive technology, such as the use of electronic and emissions control equipment, increasingly necessitates that vehicles be serviced by trained mechanics. Rising consumer purchase power; expansion of the driving-age population; and automobiles needing maintenance for pollution control, safety devices and air conditioning contribute to the growth of this occupation.

Required General Education Courses—16 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
MTH-120	General Education Mathematics or higher	3
PHY-106	Fundamentals of Physics	3
PHY-107	Fundamentals of Physics Lab	1
Select three credits from ANT, ART, ECO, FRE, GEO, GER, HIS, HUM, JPN, LIT, MUS, PHI, PSC, PSY, SOC, SPA, SSC, THE		3

A pre- or corequisite may be required for some courses.

Required Career Courses—48 credits as follows:

AUT-112	Introductory Automotive Technology	4
AUT-114	Electrical/Electronic Systems I	4
AUT-121	Automotive Brake Systems	4
AUT-125	Performance and Driveability I	4
AUT-214	Electrical/Electronic Systems II	4
AUT-232	Performance & Driveability II	4
AUT-234	Steering and Suspension Systems	4
AUT-236	Automotive Engine Reconditioning	4
AUT-240	Manual Transmissions and Drivelines	4
AUT-242	Automatic Transmissions	4
AUT-244	OBDII and Emission Control Systems	4
AUT-246	Heating & Air Conditioning Systems	4

Automotive Service Technician

Certificate—48 credit hours

Curriculum Code 1237

This program provides the student with the entry-level skills needed to become an automotive technician. The program develops the necessary manipulative skills along with the theory of operation of various automotive systems.

Along with developing necessary job skills, the student can use the certificate as a partial fulfillment of the requirements for the A.A.S. degree in automotive technology.

Required Career Courses—48 credits as follows:

AUT-112	Introductory Automotive Technology	4
AUT-114	Electrical/Electronic Systems I	4
AUT-121	Automotive Brake Systems	4
AUT-125	Performance and Driveability I	4
AUT-214	Electrical/Electronic Systems II	4
AUT-232	Performance & Driveability II	4
AUT-234	Steering and Suspension Systems	4
AUT-236	Automotive Engine Reconditioning	4
AUT-240	Manual Transmissions & Drivelines	4
AUT-242	Automatic Transmissions	4
AUT-244	OBDII and Emission Control Systems	4
AUT-246	Heating & Air Conditioning Systems	4

Automotive Climate Control Tech

Certificate—12 credit hours

Curriculum Code 1462

This program prepares the student for an entry-level position in the automotive service industry.

Required Career Courses—12 credits as follows:

AUT-112	Introductory Automotive Technology	4
AUT-114	Electrical/Electronic Systems I	4
AUT-246	Heating & Air Conditioning Systems	4

Brake and Chassis Technician

Certificate—12 credit hours

Curriculum Code 1461

This program prepares the student for an entry-level position in the automotive service industry.

Required Career Courses—12 credits as follows:

AUT-112	Introductory Automotive Technology	4
AUT-121	Automotive Brake Systems	4
AUT-234	Steering and Suspension Systems	4

Drivetrain Technician

Certificate—16 credit hours

Curriculum Code 1464

This program prepares the student for an entry-level position in the automotive service industry.

Required Career Courses—16 credits as follows:

AUT-112	Introductory Automotive Technology	4
AUT-114	Electrical/Electronic Systems I	4
AUT-240	Manual Transmissions and Drivelines	4
AUT-242	Automatic Transmissions	4

Engine Driveability Technician

Certificate—24 credit hours

Curriculum Code 1463

This program prepares the student for an entry-level position in the automotive service industry.

Required Career Courses—24 credits as follows:

AUT-112	Introductory Automotive Technology	4
AUT-114	Electrical/Electronic Systems I	4
AUT-125	Performance and Driveability I	4
AUT-214	Electrical/Electronic Systems II	4
AUT-232	Performance & Driveability II	4
AUT-244	OBDII and Emission Control Systems	4

A pre- or corequisite may be required for some courses.

Business Administration Associate

This program consists of one degree and two certificates.

A.A.S. Degree—62 credit hours

Curriculum Code 1202

This program is designed to provide students with employment or advancement in business, industry, government, or service organizations. The curriculum is intended to serve the needs of students who want to enter management positions and to enable those already in management to upgrade their skills and potential for growth. The student can major in one of four areas: accounting, business information management, management, or marketing. An important feature of this program is the internship/seminar component that provides on-the-job training and offers the student new to the field an opportunity to work in and evaluate a professional setting. The employer also can evaluate the student for possible full-time employment upon graduation.

Employment of administrative services managers is expected to grow more slowly than the average for all occupations through the year 2008. Most available positions will be in large firms in all industries and due to replacement needs. Most job openings for accounting assistants will stem from replacement needs.

Required General Education Courses—19 credits as follows:

BUS-120	Business Mathematics	
<i>or</i>		
MTH-120	General Education Mathematics	
	(recommended for transfer students)	3
COM-101	Composition I	3
COM-103	Speech Fundamentals	3
ECO-101	Principles of Macroeconomics	3
Select four credits from BIO, CHM, EAS, GEL, NAT, PHS, PHY, or MTH-098 or above		
		4
Select three credits from ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE		
		3

Required Career Courses—25 credits as follows:

BUS-100	Introduction to Business	3
BUS-110	Legal Environment in Business	
<i>or</i>		
BUS-136	Business Law	3
BUS-142	Financial Accounting	4
BUS-226	Business Ethics	3
BUS-231	Principles of Management	3
BUS-233	Internship	3
BUS-235	Personal Development	2
BUS-237	Seminar	1
IMS-115	Introduction to PC Applications	3

Electives—Students must select a total of 18 credits from the following options with at least 12 credits from a single concentration area.

Accounting

BUS-134	International Business	3
BUS-143	Managerial Accounting	4
BUS-145	Computer Applications in Accounting	3
BUS-148	Introduction to Finance	3
BUS-240	Intermediate Accounting I	3
BUS-241	Intermediate Accounting II	3
BUS-242	Cost Accounting	3
BUS-243	Federal Income Taxes	3
OSA-122	Electronic Spreadsheets	3

Business Information Management

BUS-143	Managerial Accounting	4
BUS-145	Computer Applications in Accounting	3
LAN-103	Security Awareness	1
LAN-111	PC Hardware Fundamentals	3
MIS-111	Introduction to Internet Technology	3
MIS-121	Networking for Business	3
MIS-146	PC Operating Systems	3
MIS-210	Project Management	3
OSA-122	Electronic Spreadsheets	3
OSA-145	PC Word Processing	3
OSA-230	Business Presentations	3
OSA-232	Desktop Publishing	3
OSA-257	Database Management	3

(Advanced application courses may be substituted with permission)

Management

BUS-105	Small Business Management	4
BUS-130	Principles of Marketing	3
BUS-134	International Business	3
BUS-143	Managerial Accounting	4
BUS-170	Introduction to Human Resources	3
BUS-215	Employee Training and Development	3
BUS-232	Human Resources Management	3
OSA-230	Business Presentations	3
PSY-201	Human Relations in Organizations	3

Marketing

BUS-130	Principles of Marketing	3
BUS-131	Principles of Retailing	3
BUS-133	Salesmanship	3
BUS-134	International Business	3
BUS-143	Managerial Accounting	4
BUS-155	Display and Visual Merchandising	3
BUS-200	Consumer Behavior	3
BUS-230	Advertising	3
PSY-201	Human Relations in Organizations	3

A pre- or corequisite may be required for some courses.

Accounting Assistant/Clerk

Certificate—32 credit hours

Curriculum Code 1328

This program is designed to prepare students for employment or advancement as entry-level or trainee accountants in the shortest possible time with solid academic credentials. Students learn the fundamentals of accounting and develop the micro-computer skills to perform accounting and general office applications.

Required Career Courses—26 credits as follows:

BUS-100	Introduction to Business	3
BUS-142	Financial Accounting	4
BUS-143	Managerial Accounting	4
BUS-145	Computer Applications in Accounting	3
BUS-226	Business Ethics	3
IMS-115	Introduction to PC Applications	3
OSA-122	Electronic Spreadsheets	3
OSA-145	PC Word Processing	3

Electives—Select six credits from the following:

BUS-134	International Business	3
BUS-148	Introduction to Finance	3
BUS-240	Intermediate Accounting I	3
BUS-242	Cost Accounting	3
BUS-243	Federal Income Taxes	3
MIS-111	Internet Technologies	3
OSA-230	Business Presentations	3
OSA-257	Database Management	3

Business Skills

Certificate—9 credit hours

Curriculum Code 1423

This certificate provides students with opportunities to develop the most important basic skills needed in virtually all work places today. Students develop an understanding of business theory, accounting fundamentals, the most common PC applications, and essential Internet skills. Students may complete beginning-level or higher-level coursework in accounting and Internet technologies to qualify for this certificate, depending on requirements in other certificates or degrees they are pursuing.

Required Career Courses—nine credits as follows:

BUS-100	Introduction to Business	3
BUS-107	Fundamentals of Accounting	
or		
BUS-142	Financial Accounting	
or		
OSA-249	Accounting for Office Professionals	2-4
IMS-115	Introduction to PC Applications	3
MIS-108	Internet Basics	
or		
MIS-111	Internet Technologies	1-3

A pre- or corequisite may be required for some courses.

Child Care

This program consists of one degree.

A.A.S. Degree—62 credit hours

Curriculum Code 1264

This program prepares students for careers in early childhood development. It provides mid-management skills needed to work in kindergartens, nursery schools, day-care centers, and special programs for children from infancy through age 8.

Employment of preschool workers is projected to increase faster than the average for all occupations through 2008. Such rapid growth results from an increasing population of children under age 5, an increase in the number of working mothers and the turnover rate within the profession. Employment potential for Illinois is large and stable.

Required General Education Courses—25 credits as follows:

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3
PSY-101	Introduction to Psychology	3
PSY-104	Life-Span Developmental Psychology	3
†	Select seven credits from BIO, BUS-120, CHM, EAS, GEL, NAT, PHS, PHY, or MTH-098 or above	7
	Select three credits from ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE	3

Required Career Courses—31 credits as follows:

CCA-101	Introduction to Early Childhood Education	3
CCA-102	Growth and Development—Young Child	3
CCA-104	Language Development and Activities/ Young Child	3
CCA-105	Health-Safety-Nutrition—Young Child	3
CCA-106	Creative Activities—Young Child	3
CCA-108	Observation and Guidance—Young Child	3
CCA-109	Child, Family and Community	3
CCA-201	Math and Science for the Young Child	3
CCA-205	Curriculum—Early Childhood Programs	3
CCA-233	Internship	3
CCA-237	Seminar	1

Electives—Select six credits from the following:

CCA-107	Infant and Toddler Care	3
CCA-110	Parenting	3
CCA-203	Administration and Supervision of Early Childhood Programs	3
CCA-204	The Child at Risk	3
CCA-211	Special Topics in Child Development	1
EDU-105	Classroom Management	3
EDU-111	Students with Disabilities in School	3
EDU-205	Literature for Children/Young Adults	3
PEH-170	First Aid	3
PEH-181	Fundamentals of Rhythmic Development	2
REC-180	Perceptual Motor Development	3

† A minimum level of competency in mathematics is required for graduation for all A.A.S. degrees. This minimum competency may be demonstrated in one of two ways:

1. Placement in MTH-098 or higher; or
2. Successful completion of BUS-120, or MTH-095 or higher, or equivalent course at another college, with a grade of "C" or higher.

A pre- or corequisite may be required for some courses.

Computer and Local Area Network Technician

This program consists of one degree and three certificates.

A.A.S. Degree—62 credit hours

Curriculum Code 1416

This career path prepares students for entry-level positions as a data communications specialist in the information technology profession. Common career titles include PC support technician, LAN specialist, help desk support specialist, LAN system administrator, LAN design specialist, LAN engineer, and many others. The program prepares students for rewarding careers at the forefront of the information technological revolution. Students will examine the installation, maintenance, repair, and management of desktop PCs and local area networks. Students receive hands-on training in network operating systems, user administration, network security, and LAN switching and bridging design. The program also helps students prepare for A+, N+, CAN, MCP, and CCNA certification. Graduates of this program possess a wide range of product knowledge as well as hands-on experience in hardware and software installation and support.

Employment for electronic and computer technicians is expected to grow as fast as the average for all occupations through 2008. New technologies and increased computer use will continue to stimulate the demand for such workers, and many will find employment in private industry.

General Education Requirements—18 credit hours as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
	Select 3 credits from the following: ANT, ECO, GEO, HIS, PSC, PSY, SOC, SSC	3
†	Select 6 credits from the following: BIO, CHM, EAS, GEL, NAT, PHY, PHS, or MTH-098 or above	6
	Select 3 credits from the following: ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE	3

Career Courses Requirements

Core IT Technology—20 credit hours as follows:

LAN-101	Orientation to IT Professions	1
LAN-103	IT Security Awareness	1
LAN-111	IT Hardware Essentials	3
LAN-112	IT Operating Systems Essentials	3
LAN-121	Managing LAN Hardware	3
LAN-122	Managing Network OS	3
LAN-146	Internetwork Connectivity	3
LAN-246	Introduction to Routing	3

IT Specialty Track—24 credit hours as follows:

ELT-101	Electronics I	3
LAN-102	Data and Voice Cabling	3
LAN-150	Managing Windows Desktop	3
LAN-201	Managing Network Environment	3
LAN-220	Managing UNIX Environment	3
LAN-230	Managing Windows Servers	3
LAN-251	Managing Network Infrastructure	3
LAN-256	LAN Design	3

Computer Technician

Certificate—20 credit hours

Curriculum Code 1418

This program prepares students for entry-level positions in PC installation, maintenance and repair professions. Common career titles include PC support technician, hardware specialist, help desk support specialist, hardware configuration technician, and many others. Students will examine PC software, including operating systems, office applications, network management, and desktop utilities. Courses also introduce a variety of current hardware technology, including CPU features and functions, system architecture, storage technology, backup devices, multimedia devices, and data communication equipment. This program also prepares students for the CompTIA A+ and N+ certifications.

Core Technology—20 credit hours as follows:

LAN-101	Orientation to IT Professions	1
LAN-103	Security Awareness	1
ELT-101	Electricity/Electronics	3
ELT-102	Digital Logic and Solid State Devices	3
LAN-111	IT Hardware Essentials	3
LAN-112	IT Operating Systems Essentials	3
LAN-121	Managing LAN Hardware	3
LAN-122	Managing Network OS	3

Network Administrator

Certificate—32 credit hours

Curriculum Code 1422

The Network Administrator Certificate is designed to address the need for IT professionals with a comprehensive understanding of multiple operating systems in a mix of vendor environments. The program provides a multi-product approach to system administration. The courses introduce Microsoft, UNIX, Cisco, and Netware products in an interoperable environment.

Required Career Courses—32 credits as follows:

LAN-101	Orientation to IT Professions	1
LAN-103	IT Security Awareness	1
LAN-111	IT Hardware Essentials	3
LAN-112	IT Operating Systems Essentials	3
LAN-121	Managing LAN Hardware	3
LAN-122	Managing Network OS	3
LAN-150	Managing Windows Desktop	3
LAN-223	Managing Messaging Services	3
LAN-224	Managing Web Servers	3
LAN-230	Managing Windows Servers	3
LAN-233	Managing Database Services	3
LAN-251	Managing Network Infrastructure	3

† A minimum level of competency in mathematics is required for graduation for all A.A.S. degrees. This minimum competency may be demonstrated in one of two ways:

1. Placement in MTH-098 or higher; or
2. Successful completion of BUS-120, or MTH-095 or higher, or equivalent course at another college, with a grade of "C" or higher.

A pre- or corequisite may be required for some courses.

LAN Technician

Certificate—26 credit hours

Curriculum Code 1419

This certificate prepares students for entry-level positions as a data communication specialist in the information technology profession. Common career titles include LAN specialist, LAN system administrator, LAN design specialist, LAN engineer, and many others. The LAN Technician certificate prepares students for rewarding careers at the forefront of the information technological revolution. Students will examine the installation, maintenance, repair, and design of local area networks. Students receive hands-on training in network operating systems, user administration, network security, and LAN switching and bridging design. This program also helps students prepare for N+, CAN, MCP, and CCNA certification. Graduates of this program possess a wide range of product knowledge as well as hands-on experience in hardware and software installation and support.

Required Career Courses—26 credits as follows:

LAN-101	Orientation to IT Professions	1
LAN-103	IT Security Awareness	1
LAN-111	IT Hardware Essentials	3
LAN-112	IT Operating Systems Essentials	3
LAN-121	Managing LAN Hardware	3
LAN-122	Managing Network OS	3
LAN-150	Managing Windows Desktop	3
LAN-201	Managing Netware Environment	3
LAN-220	Managing UNIX Environments	3
LAN-230	Managing Windows Servers	3

A pre- or corequisite may be required for some courses.

Computer Graphics—Digital Art/Design

This program consists of one degree.

A.A.S. Degree—66 credit hours

Curriculum Code 1428

This program prepares students for a career as a graphic artist/designer in information technology industries related to the visual arts. Students obtain a solid theoretical foundation in traditional art and design, in addition to developing advanced skills in Macintosh hardware and software for quality computer graphics and design production.

Employment of graphic artists is expected to grow faster than the average for all occupations. Demand will be strong as producers of information, goods and services place even more emphasis on visual appeal in product design, advertising, marketing, and television. Further, the growth of the Internet and increasing demand for Web page design, as well as the increasing need for visually appealing business products, also will spur employment of graphic artists.

Required General Education Courses—19 credits as follows:

* COM-101	Composition I	3
COM-103	Speech Fundamentals	3
Select 3 credits from Humanities and Fine Arts: ART-205, ART-206, ART-208, ART-209, or HUM, MUS, PHI, THE		3
Select 3 credits from Mathematics: BUS-120, MTH-098 or MTH-120		3
Select 4 credits from Science: BIO, CHM, EAS, GEL, NAT, PHS, PHY		4
Select 3 credits from Social Science: ANT, ECO, GEO, HIS, PSC, PSY, SOC, SSC		3

Required Career Courses—38 credits as follows:

Art Core—15 credits as follows:

ART-101	Drawing I	3
ART-116	Two-Dimensional Design	3
ART-118	Three-Dimensional Design	
<i>or</i>		
ART-150	Sculpture	3
ART-146	Introduction to Computer Art	3
ART-160	Introduction to Photography	3

Digital Core—23 credits as follows:

ART-180	Digital Photography	3
ART-182	Digital Illustration	4
ART-184	Digital Imaging	4
ART-186	Digital Layout and Publishing	3
ART-230	Digital Design Internship	3
ART-232	Digital Portfolio Development	
<i>or</i>		
ART-246	Advanced Computer Art	3
ART-248	Web Page Layout	3

Electives—Select a minimum of 9 credits from the following:

ART-104	Drawing II	3
ART-105	Life Drawing	3
ART-110	Art Appreciation	3
ART-117	Color Theory	3
ART-118	Three-Dimensional Design	3
ART-120	Painting I	3
ART-121	Painting II	3
ART-122	Painting III	3
ART-125	Ceramics I	3
ART-126	Ceramics II	3
ART-150	Sculpture	3
ART-161	Camera and Darkroom Techniques	3
ART-162	Photographic Design	3
ART-170	Printmaking	3
ART-203	History of Design	3
ART-205	Survey of Art I	3
ART-206	Survey of Art II	3
ART-207	Survey of American Art	3
ART-208	Survey of Art III	3
ART-209	Survey of Non-Western Art	3
ART-232	Digital Portfolio Development	3
ART-246	Advanced Computer Art	3
ART-248	Web Page Layout	3
ART-249	Intermediate Web Page Design	3
ART-280	Independent Studio: Drawing	3
ART-281	Independent Studio: Painting	3
ART-282	Independent Studio: Ceramics	3
ART-283	Independent Studio: Photography	3
ART-284	Independent Studio: Design	3
BUS-105	Small Business Management	3

A pre- or corequisite may be required for some courses.

Criminal Justice

This program consists of two degrees.

A.A.S. Degree**—62 credit hours

Curriculum Code 1260

This program prepares students for entry-level careers in the criminal justice system, including careers in policing, the courts and corrections. Employment of police officers is expected to grow faster than the average through 2008, while employment of correctional officers is expected to increase much faster than the average during the same time period. Because of the attractive salaries and benefits, the number of qualified candidates exceeds the number of job openings in federal law enforcement agencies and in most state, local and special police departments, resulting in increased hiring standards and selectivity by employers.

Required General Education Courses—32 credits as follows:

COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3
PSC-110	American National Government	3
PSY-101	Introduction to Psychology	3
SOC-101	General Sociology	3

†	Select eight credits from BIO, CHM, EAS, GEL, NAT, PHS, PHY, or MTH-098 or above (two lab science courses recommended)	8
	Select six credits from ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE	6

Required Career Courses—24 credits as follows:

CRJ-101	Introduction to Criminal Justice	3
CRJ-103	Police in American Society	3
CRJ-104	Investigation and Criminal Evidence	3
CRJ-105	Criminology	3
CRJ-106	Introduction to Corrections	3
CRJ-107	Juvenile Delinquency and Procedures	3
CRJ-206	Substantive Criminal Law	3
CRJ-207	Procedural Criminal Law	3

Electives—Select six credits from the following course groups or specific courses:*

ADC-205	Substance Abuse	3
ADC-230	Special Topics	1
BUS-142	Financial Accounting	4
CRJ-210	Special Topics	1
CRJ-219	Contemporary Topics: Criminal Justice	2
CRJ-233	Internship	3
CRJ-237	Seminar	1
EMS-100	First Responder	2
EMS-101	Emergency Medical Technician	6
IMS-115	Introduction to PC Applications	3
MTH-120	General Education Mathematics, or MTH-139 or MTH-141	
SLP	(any Private Protective Services)	

*In addition, any course that fulfills the general education requirement can be taken as an elective.

** Students may be able to receive an A.A. (Associate in Arts) degree with their A.A.S. degree. Refer to the A.A. degree graduation requirements or contact an academic advisor. Students also may consult page 51 for the Illinois Articulation Initiative (IAI) recommended curriculum in criminal justice.

Correction Officer/Youth Supervisor

A.A.S. Degree—66 credit hours

Curriculum code 1245

This associate's degree was developed by the Illinois Community College Board in conjunction with the Illinois Department of Corrections (IDOC) and representatives from colleges whose districts include correctional facilities. It is based on the need to expand educational and career ladders for new and current IDOC employees. The degree is exclusive to IDOC employees and allows them to transfer between correctional facilities to continue their education seamlessly at various community colleges across the state.

Required General Education Courses—15 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
COM-201	Business and Technical Writing	3
SOC-101 or PSY-101		3
MTH-120, MTH-139 or BUS-120		3

Required Career Courses—25 credits as follows:

ADC-205	Substance Abuse	3
BUS-231	Principles of Management	3
BUS-232	Human Resources Management	3
COL-101	College: Changes, Challenges, Choices	1
CRJ-101	Introduction to Criminal Justice	3
CRJ-105 or PSY-205		3
CRJ-206 or CRJ-207		3
IMS-115	Introduction to PC Applications	3
SOC-204	Sociology of Contemporary Social Problems	3

Required Corrections Academy Training Courses—17 credits as follows:

CRJ-106	Introduction to Corrections	3
PSY-201	Human Relations in Organizations	3
SLP-104	Firearms I	2
SLP-106	Crisis Management	3
SLP-107	Security Procedures	3
SLP-201	Specialized Security Problems	3

Electives—Select 9 credits from the following:

COM-102	Composition II	3
CRJ-104	Investigation and Criminal Evidence	3
CRJ-107	Juvenile Delinquency and Procedures	3
PEH-105	Physical Fitness	1
PEH-170	First Aid	3
SLP-101	Introduction to Security	3
SPA-125	Career Spanish for Law Enforcement I	3
SPA-126	Career Spanish for Law Enforcement II	3

† A minimum level of competency in mathematics is required for graduation for all A.A.S. degrees. This minimum competency may be demonstrated in one of two ways:

1. Placement in MTH-098 or higher; or
2. Successful completion of BUS-120, or MTH-095 or higher, or equivalent course at another college, with a grade of "C" or higher.

A pre- or corequisite may be required for some courses.

Culinary Arts Management

This program consists of one degree and two certificates.

A.A.S. Degree—66 credit hours

Curriculum Code 1324

The Culinary Arts Management curriculum is designed to provide small business management training essential to effective culinary arts management in the hospitality industry. Graduates will be able to oversee any food service operation, including hotel, health care, cruise ship, catering, and manufacturing; and will have expertise in menu planning, controls, marketing, nutrition, sanitation, and food preparation and production. The A.A.S. degree prepares students for entry- to mid-level positions within the hospitality industry.

Employment of chefs, cooks and other kitchen workers is expected to increase about as fast as the average for all occupations through the year 2008. Employment in restaurants is expected to grow rapidly as the average age of the population increases and demand for restaurant services and varied menus increases. Thus, more highly skilled chefs and cooks will be needed. Employment of institutional and cafeteria chefs and cooks will grow about as fast as average, and will be concentrated in educational and health service sectors.

Required General Education Courses—22 credits as follows:

BUS-120	Business Mathematics (MTH-098 or above can be substituted. BUS-120 is a course for students not planning to transfer to a four-year school.)	3
COM-101	Composition I	3
COM-103	Speech Fundamentals	3
ECO-101	Principles of Macroeconomics	
	<i>or</i>	
ECO-102	Principles of Microeconomics	3
Select three credits from GEO-101, 102; PSY-101, 104; SOC-101; or SSC-101.		
Select three credits from ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE		
		3
Select four credits from BIO, CHM, EAS, GEL, NAT, PHS, PHY, or MTH-098 or above		
		4

Required Career Courses—41 credits as follows:

RTM-100	Food Service Sanitation	2
RTM-101	Introduction to Hospitality Industry	3
RTM-102	Quantity Food Production I	4
RTM-202	Quantity Food Production II	4
RTM-203	Garde Manger	4
RTM-204	Quantity Food Production III	4
RTM-206	Menu Writing and Marketing	3
RTM-207	Food, Beverage and Equipment Purchasing	3
RTM-209	Baking/Pastry I	4
RTM-210	Nutrition for Food Service Managers	3
RTM-220	Concepts of Hospitality Cost Control	3
RTM-230	Hospitality Portfolio	1
RTM-231	Hospitality Supervision	3

Electives—Select three credits from the following:

BUS-142	Financial Accounting	4
IMS-115	Introduction to PC Applications	3
RTM-208	Design and Maintenance of Food Service Facilities	3
RTM-211	Baking/Pastry II	4
RTM-225	Catering, Banquet and Specialty Services	3
RTM-233	Hospitality Internship	3

Baking/Pastry Arts

Certificate—30 credit hours

Curriculum Code 1323

Prepares students for entry-level positions in the baking/pastry area of culinary arts.

Required Career Courses—27 credits as follows:

RTM-100	Food Service Sanitation	2
RTM-101	Introduction to Hospitality Industry	3
RTM-102	Quantity Food Production I	4
RTM-207	Food, Beverage and Equipment Purchasing	3
RTM-209	Baking/Pastry I	4
RTM-210	Nutrition for Food Service Managers	3
RTM-211	Baking/Pastry II	4
RTM-220	Concepts of Hospitality Cost Control	3
RTM-230	Hospitality Portfolio	1

Electives—Select three credits from the following:

RTM-206	Menu Writing and Marketing	3
RTM-231	Hospitality Supervision	3
RTM-233	Hospitality Internship	3

Culinary Arts Management

Certificate—34 credit hours

Curriculum Code 1322

Prepares students for entry-level positions in food production.

Required Career Courses—27 credits as follows:

RTM-100	Food Service Sanitation	2
RTM-101	Introduction to Hospitality Industry	3
RTM-102	Quantity Food Production I	4
RTM-202	Quantity Food Production II	4
RTM-207	Food, Beverage and Equipment Purchasing	3
RTM-209	Baking/Pastry I	4
RTM-210	Nutrition for Food Service Managers	3
RTM-220	Concepts of Hospitality Cost Control	3
RTM-230	Hospitality Portfolio	1

Electives—Select seven credits from the following:

RTM-203	Garde Manger	4
RTM-204	Quantity Food Production III	4
RTM-206	Menu Writing and Marketing	3
RTM-231	Hospitality Supervision	3
RTM-233	Hospitality Internship	3

A pre- or corequisite may be required for some courses.

Electronic/Computer Controls Tech

This program consists of one degree and two certificates.

A.A.S. Degree—63 credit hours

Curriculum Code 1281

This career path prepares students for entry-level positions as an electronic and computer control technician found in manufacturing, chemical plants, process control environments, packaging and automated warehouse environments. Electrical, electronic, industrial, PC, and PLC controls will be examined. Lab exercises simulate real-world problems that technicians confront on the job daily. Employment for electronic and computer technicians is expected to grow. New technologies and increased computer use will continue to stimulate the demand for such workers.

Required General Education Courses—18 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
Select 3 credits from Social/Behavioral Sciences: ANT, ECO, GEO, HIS, PSC, PSY, SOC, SSC		
		3
Select 4 credits from Science: BIO, CHM, EAS, GEL, NAT, PHY, PHS		
		4
Select 3 credits from Humanities and Fine Arts: ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE		
		3
MTH-133	Math for Industry	2

Required Career Courses—40 credits as follows:

ELT-101	Electricity and Electronics	3
ELT-102	Digital Logic/Solid State Devices	3
ELT-112	Computers for Industry	1
ELT-201	Industrial Controls	3
ELT-202	Advanced Industrial Controls	3
ELT-211	Introduction to PLCs	3
ELT-222	Advanced PLCs	3
LAN-102	Data and Voice Cabling	3
LAN-111	IT Hardware Essentials	3
LAN-112	IT Operating Systems Essentials	3
LAN-121	Managing LAN Hardware	3
IMM-101	Mechanical Systems I	3
IMM-110	Hydraulics	3
IMM-115	Pneumatics	3

Electives—Select 5 credits from the following: HAC, IMM, IST, LAN, MDT, MET, MIS, WLD

Electronic Controls Technician

Certificate—42 credit hours

Curriculum Code 1417

This program prepares students for entry-level positions working with controls found in process control environments. Industrial, electronic, PC, and PLC controls will be examined.

Required Career Courses—42 credits as follows:

ELT-101	Electricity and Electronics	3
ELT-102	Digital Logic/Solid State Devices	3
ELT-112	Computers for Industry	1
ELT-201	Industrial Controls	3
ELT-202	Advanced Industrial Controls	3
ELT-211	Introduction to PLCs	3
ELT-222	Advanced PLCs	3
IMM-101	Mechanical Systems I	3
IMM-110	Hydraulics	3
IMM-115	Pneumatics	3
LAN-102	Data and Voice Cabling	3
LAN-111	IT Hardware Essentials	3
LAN-112	IT Operating Systems Essentials	3
LAN-121	Managing LAN Hardware	3
MTH-133	Math for Industry	2

Electronics Technician

Certificate—18 credit hours

Curriculum Code 1282

This program prepares students for entry-level positions in electronics. These courses represent the required core courses for students pursuing an A.A.S. degree in Computer/Electronic Controls Tech, and Computer and Local Area Network Technician.

Required Career Courses—18 credits as follows:

ELT-101	Electricity and Electronics	3
ELT-102	Digital Logic/Solid State Devices	3
ELT-112	Computers for Industry	1
LAN-102	Data and Voice Cabling	3
LAN-111	IT Hardware Essentials	3
LAN-112	IT Operating Systems Essentials	3
MTH-133	Math for Industry	2

A pre- or corequisite may be required for some courses.

Emergency Medical Services

This program consists of one certificate.

Certificate—35 credit hours

Curriculum Code 1320

This program is for those who want to go into the public or private sector as paramedics. It can also be an alternative career path for those presently in the fire science field.

In addition to the standard college entrance requirements, students applying for admission to this program must meet the following criteria: (1) have a written recommendation for admission to the program from an affiliating agency that is willing to accept responsibility for the candidate's internship; and (2) possess valid/current Emergency Medical Technician (Level B) certification.

Employment of EMTs is expected to grow much faster than the average through 2010, and competition for jobs will be keen in fire, police and rescue squad departments due to attractive pay, benefits and job security. Opportunities for EMTs are expected to be excellent in hospitals and private ambulance services where pay and benefits are usually low. Many job openings occur due to replacement needs.

Required Career Courses—35 credits as follows:

EMS-102	EMT-Paramedic I	9
EMS-103	EMT-Paramedic II	8
EMS-104	EMT-Paramedic III	8
EMS-233	EMT-Paramedic Internship	5
EMS-237	EMT-Paramedic Seminar	5

A pre- or corequisite may be required for some courses.

Fire Science Technology

This program consists of one degree and four certificates.

A.A.S. Degree—63 credit hours

Curriculum Code 1262

This program prepares the student to meet fire service career development needs linked to the responsibilities of a company officer and higher positions.

Firefighters can expect to face considerable competition for available job openings through 2008. Reasons for such competition result from the low turnover of the profession, relatively high earnings, and the education requirements staying at high school level. Employment potential for Illinois firefighters is stable and some positions will result from replacement needs.

Required General Education Courses—26 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
MTH	MTH-120, MTH-098 or above	3
	Select six credits from ANT, GEO, ECO, HIS, PSC, PSY, SOC, SSW	6
	Select eight credits from BIO, CHM, EAS, NAT, PHS, PHY, GEL	8
	Select three credits from ART, FRE, GER, HUM, JPN, LIT, MUS, SPA, THE	3

Required Career Courses—27 credits as follows:

FIS-103	Fire Prevention Principles I	3
FIS-107	Fire Fighting Tactics and Strategy I	3
FIS-201	Fire Service Instructor I	3
FIS-202	Fire Service Instructor II	3
FIS-205	Fire Service Management I	3
FIS-207	Fire Fighting Tactics and Strategy II	3
FIS-209	Fire Service Management II	3
FIS-210	Fire Service Management III	3
FIS-211	Fire Service Management IV	3

Electives—Select 10 credits from the following:

BUS-226	Business Ethics	3
EMS-100	First Responder	2
EMS-101	Emergency Medical Technician	6
FIS-101	Principles of Fire Science	3
FIS-104	Fire Protection Systems	3
FIS-105	Industrial Fire Protection	3
FIS-106	Fire Suppression Apparatus and Equipment	3
FIS-110	Hazardous Materials Awareness	1
FIS-111	Hazardous Materials Incident Command	1
FIS-112	Building Construction for Fire Safety	3
FIS-114	Fire Investigation	3
FIS-203	Fire Service Hydraulics	3
FIS-204	Hazardous Materials First Responder	3
FIS-206	Emergency Rescue Technician	3
IMS-101	Introduction to Computers	3
PHI-111	Critical Thinking	3
PSY-202	Social Psychology	3
SLP-106	Crisis Management	3
SPA-115	Career Spanish for Health Careers I	3
SPA-116	Career Spanish for Health Careers II	3

A pre- or corequisite may be required for some courses.

Fire Inspection

Certificate—30 credit hours

Curriculum Code 1285

This program provides skills and technological expertise in fire prevention and safety for both fire service and non-fire service personnel.

Required Career Courses—30 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
EMS-100	First Responder	2
FIS-103	Fire Prevention Principles I	3
FIS-104	Fire Protection Systems	3
FIS-105	Industrial Fire Protection	3
FIS-110	Hazardous Materials Awareness	1
FIS-112	Building Construction for Fire Safety	3
FIS-114	Fire Investigation	3
FIS-204	Hazardous Materials First Responder	3
IMS-101	Introduction to Computers	3

Fire Officer I

Certificate—27 credit hours

Curriculum Code 1286

This program equips the student with knowledge, skills and attitudes necessary for career development as a first-line supervisor in fire service. The certificate meets the Fire Officer I level standards as defined by the Illinois State Fire Marshal Office.

Required Career Courses—21 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
FIS-103	Fire Prevention Principles	3
FIS-107	Fire Fighting Tactics and Strategy I	3
FIS-201	Fire Service Instructor I	3
FIS-205	Fire Service Management I	3
FIS-209	Fire Service Management II	3

Electives—Select six credits from the following:

FIS-110	Hazardous Materials Awareness	1
FIS-111	Hazardous Materials Incident Command	1
FIS-112	Building Construction for Fire Safety	3
FIS-114	Fire Investigation	3
IMS-101	Introduction to Computers	3
PHI-111	Critical Thinking	3

Fire Officer II

Certificate—24 credit hours

Curriculum Code 1327

This program equips the student with knowledge, skills and attitudes necessary for career development in middle management positions in fire service. The certificate meets the Fire Officer II level standards as defined by the Illinois State Fire Marshal Office.

Required Career Courses—15 credits as follows:

FIS-202	Fire Service Instructor II	3
FIS-207	Fire Fighting Tactics and Strategy II	3
FIS-210	Fire Service Management III	3
FIS-211	Fire Service Management IV	3
IMS-101	Introduction to Computers	3

Electives—Select nine credits from the following:

BUS-226	Business Ethics	3
FIS-110	Hazardous Materials Awareness	1
FIS-111	Hazardous Materials Incident Command	1
FIS-112	Building Construction for Fire Safety	3
MTH-101	Intermediate Algebra	4
PSY-202	Social Psychology	3
SLP-106	Crisis Management	3

Firefighter Specialist

Certificate—32 credit hours

Curriculum Code 1268

This program provides students the opportunity to explore fire service as a career, while providing fire service practitioners an opportunity to pursue specialized training linked to alternative fire service career paths.

Required Career Courses—24 credits as follows:

FIS-101	Principles of Fire Science	3
FIS-104	Fire Protection Systems	3
FIS-105	Industrial Fire Protection	3
FIS-106	Fire Suppression Apparatus and Equipment	3
FIS-114	Fire Investigation	3
FIS-203	Fire Service Hydraulics	3
FIS-204	Hazardous Materials First Responder	3
FIS-206	Emergency Rescue Technician	3

Electives—Select eight credits from the following:

EMS-100	First Responder	2
EMS-101	Emergency Medical Technician	6
FIS-110	Hazardous Materials Awareness	1
FIS-111	Hazardous Materials Incident Command	1
SLP-106	Crisis Management	3
SPA-115	Career Spanish for Health Care I	3
SPA-116	Career Spanish for Health Care II	3

A pre- or corequisite may be required for some courses.

Fitness Trainer

This program consists of one certificate.

Certificate—30 credit hours

Curriculum Code 1279

This program prepares students to pass national certifying exams and gain entry-level employment in the fitness field. The 30-credit-hour program is designed for students who desire to integrate a classroom experience with practical hands-on training. The program coursework emphasizes the analysis of human movement (muscular/skeletal), theoretical applications and methodologies of physical activity.

As Americans have become more conscious of good and lasting health through fitness, the need of fitness trainers has dramatically increased. People need a trusted professional to assess their fitness level, assist with setting goals, design an appropriate fitness program, and motivate them to complete the program and achieve their goals.

Employment of fitness workers is expected to grow faster than average for all occupations through 2010, due to rising interest in personal training, group fitness (aerobic) instruction and other fitness activities. Projected job growth stems, in part, from older adults in active retirement communities, senior centers and other settings.

Required Career Courses—27 credits as follows:

PEH-160	Human Movement	3
PEH-161	Fitness Methodology	4
PEH-162	Fitness Testing and Promotion	3
PEH-163	Fitness Programming	3
PEH-170	First Aid	3
PEH-172	Nutrition for Today	3
PEH-175	Teaching Group Fitness	2
REC-101	Recreation and Wellness Professions	3
REC-201	Applied Leadership Essentials	3

Electives—Select 3 credits from the following:

BIO-115	Anatomy and Physiology	5
IMS-115	Introduction to PC Applications	3
PEH-107	Slimnastics	1
PEH-120	Introduction to Body/Mind Fitness	1
PEH-141, PEH-142, PEH-143, or PEH-144		1
PEH-171	A Healthy Lifestyle and You	3
REC-102	Older Adult Recreation and Wellness	3

A pre- or corequisite may be required for some courses.

Health Information Technology

This program consists of one degree and two certificates.

A.A.S. Degree—69 credit hours

Curriculum Code 1244

Prepares students for employment as health information technicians. This program combines the disciplines of medicine, information management and computer technology within the health care industry. The curriculum includes general education courses, health information management theory, laboratory courses, computer applications, and supervised practice in approved health care institutions.

Admitted students who wish to earn an Associate in Science degree in addition to an Associate in Applied Science degree should consult with the Allied Health and Nursing Program advisor in the Academic Advising Center.

Job opportunities for health information technicians will grow much faster than the average through 2008 due to the increase in demand for such services. Openings for coding specialists are expected to be numerous through 2008, with many positions opening as a result of workers transferring to other fields or leaving the labor force. Demand for medical transcriptionists is expected to increase rapidly with growth in the need for health care and the industries that provide it.

Accreditation

The Health Information Technology curriculum meets the basic requirements prescribed by the American Health Information Management Association. The program is accredited by the Commission on Accreditation of Allied Health Accreditation Programs (CAAHEP), in cooperation with the Council on Education of the American Health Information Management Association.

Admission Requirements

See Admission to Allied Health and Nursing Career Programs in the Admission and Registration section of this catalog, page 13.

Health Physical/Re-Application—Prior to enrollment, admitted students must submit a completed health history and physical form signed by a physician.

Applicants not selected for one starting class are individually responsible for reactivating and updating their application file for subsequent starting classes. Re-applicants must complete a new application form and submit it to the Admissions Office during the applicable time period.

Transfer Students—Placement is considered on an individual basis.

Certification

Program graduates are eligible to take the national registration examination given by the American Health Information Management Association.

Program Requirements

- Students must earn a grade of “C” (2.0) or better in each required career course (theory and clinical).
- Students are responsible for transportation to and from clinical affiliates.
- A liability insurance fee is required.
- The college requires that students have minimal health insurance coverage.

Program Calendar

For students who attend full time, this two-year program starts with the fall term and includes four semesters and one summer session. Part-time students may complete the general education courses prior to program enrollment. The required biology and mathematics courses must be completed within five years of program admission. Exceptions may be granted on an individual basis upon approval of the program coordinator. Required career courses must be taken in sequence.

Required General Education Courses—19 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
BIO-115	Anatomy and Physiology	5
MTH-109	Math for Allied Health	2
PSY-201	Human Relations in Organizations	3

Required Career Courses in Sequence—50 credits as follows:

MRT-110	Medical Terminology	3
MRT-111	Health Information Management	4
MRT-112	Clinical Classification Systems	4
MRT-114	Health Care Computer Applications	3
MRT-115	Clinical Practicum I	2
MRT-116	Clinical Practicum II	2
MRT-117	Introduction to ICD-9-CM	2
MRT-118	Introduction to CPT	2
MRT-119	Insurance Reimbursement Procedures	1
MRT-120	Body Structure and Pharmacology	3
MRT-130	Computers in Allied Health	1
MRT-210	Introduction to Pathophysiology	4
MRT-211	Health Statistics and Data Analysis	4
MRT-212	Medical Reimbursement Systems	3
MRT-213	Supervisory Techniques	3
MRT-215	Clinical Practicum III	2
MRT-216	Clinical Practicum IV	5
MRT-218	Quality Management	2

A pre- or corequisite may be required for some courses.

Coding Specialist

Certificate—22 credit hours

Curriculum Code 1431

This certificate program prepares students to become medical coding specialists and gain a working knowledge of ICD-9-CM and CPT coding systems. Medical coders classify diagnoses and procedures into numerical format to be used for reimbursement, data quality and medical research. Coders develop a broad base of knowledge to enable the application of coding theory using medical terminology, disease process, surgical procedures, and pharmacology principles. Graduates may seek employment as coders, insurance billers, and reimbursement specialists. After completion of the certificate, students may choose to continue their education and earn the A.A.S. in health information technology. All coding certificate courses are applicable toward the A.A.S. degree. Coders who have gained several years of experience in hospital and ambulatory settings may elect to write a credentialing exam which is administered by the American Health Information Management Association to become a Certified Coding Specialist (CCS) or Certified Coding Specialist—Physician Based (CCS-P).

Required Career Courses—22 credits as follows:

MRT-110	Medical Terminology	3
MRT-111	Health Information Management	4
MRT-112	Clinical Classification Systems	4
MRT-113	Coding Clinical Practicum	2
MRT-117	Introduction to ICD-9-CM	2
MRT-118	Introduction to CPT	2
MRT-119	Insurance Reimbursement Procedures	1
MRT-120	Body Structure and Pharmacology	3
MRT-130	Computers in Allied Health	1

Medical Transcription

Certificate—19 credit hours

Curriculum Code 1432

Medical transcriptionists are medical language specialists who transcribe dictation by physicians and other health care professionals regarding patient diagnosis, treatment and prognosis. They use state-of-the-art electronic equipment to transcribe a variety of medical reports that document patient care and facilitate delivery of health care services. Medical transcriptionists have a broad knowledge of medical terminology, anatomy and physiology, surgical procedures, medications, diagnostic tests and curative procedures, and medico-legal principles. They are a vital part of the health information management department.

A wide variety of careers exists in the medical transcription field, such as working in doctors' offices, hospitals, outpatient diagnostic services, insurance companies, or private dictation services. Opportunities abound for a self-starting individual who is interested in the medical field, has word processing skills, and who takes great pride in efficiency and accuracy. After a year of work experience, a qualified medical transcriptionist may wish to become a Certified Medical Transcriptionist (CMT) by passing the national certification exam administered by the American Association of Medical Transcription (AAMT).

Required Career Courses—19 credits as follows:

MRT-105	Introduction to Medical Transcription	3
MRT-106	Advanced Medical Transcription	3
MRT-107	Med. Transcription Clinical Practicum	2
MRT-110	Medical Terminology	3
MRT-111	Health Information Management	4
MRT-120	Body Structure and Pharmacology	3
MRT-130	Computers in Allied Health	1

A pre- or corequisite may be required for some courses.

Heating and Air Conditioning

This program consists of four certificates.

Certificate—34 credit hours

Curriculum Code 1215

This program prepares students for entry-level positions in the heating and air conditioning service and installation industry.

The employment potential for heating, air conditioning and refrigeration technicians is favorable and expected to increase as fast as the average through 2008. Concern for the environment and energy conservation should continue to prompt the development of new energy-saving heating and air-conditioning systems. Also, the demand for maintenance and service work should increase as businesses and homeowners strive to keep systems operating at peak efficiency.

Required General Education Courses—seven credits as follows:

COM-101	Composition I	3
** MTH-095	Beginning Algebra with Geometry	4

Required Career Courses—23 credits as follows:

HAC-105	Air Conditioning Theory	3
HAC-111	Introduction to Controls	4
HAC-115	Basic Service Procedures	4
HAC-150	Advanced Control Systems	4
HAC-154	Installation and Service	4
HAC-158	Introduction to Heating	4

Electives—Select one of the following:

HAC-140	Sheet Metal Hand Forming	4
HAC-180	Electronic Controls	4
HAC-233	Internship Seminar I	1
HAC-237	Internship	3

**Higher-level MTH course may be substituted. Course work below the 100 level does not earn transfer credit.

Advanced Air Conditioning Technician

Certificate—16 credit hours

Curriculum Code 1454

This program prepares the student for an advanced career as a heating, air conditioning, and refrigeration mechanic, installer, or service representative.

Required Career Courses—16 credits as follows:

HAC-150	Advanced Control Systems	4
HAC-154	Installation and Service	4
HAC-158	Introduction to Heating	4
HAC-180	Electronic Controls	4

Basic Air Conditioning Technician

Certificate—19 credit hours

Curriculum Code 1453

This program prepares the student for a beginning career as a heating, air conditioning, and refrigeration mechanic, installer, or service representative.

Required Career Courses—19 credits as follows:

HAC-105	Air Conditioning Theory	3
HAC-111	Introduction to Controls	4
HAC-115	Basic Service Procedures	4
HAC-140	Sheet Metal Hand Forming	4
HAC-154	Installation and Service	4

Electrical Troubleshooting

Certificate—15 credit hours

Curriculum Code 1452

This program prepares the student for a career as a heating, air conditioning, and refrigeration mechanic or service representative.

Required Career Courses—15 credits as follows:

HAC-105	Air Conditioning Theory	3
HAC-111	Introduction to Controls	4
HAC-150	Advanced Control Systems	4
HAC-180	Electronic Controls	4

A pre- or corequisite may be required for some courses.

Human Resources Management

This program consists of one degree and one certificate.

A.A.S. Degree—62 credit hours

Curriculum Code 1412

This program is designed to prepare students for the operations, control, training, and development of personnel in the workplace. Examines the process of employee recruitment, selection and placement of individuals for appropriate areas of employment, equal opportunity, staffing, training, evaluations, maintaining the organization, and rewards. An important feature of this program is the internship/seminar component that provides on-the-job training and offers the student new to the field an opportunity to work in and evaluate a professional setting. The employer also can evaluate the student for possible full-time employment upon graduation.

The job market for human resources specialists and trainers is expected to remain competitive through the year 2008. Employment will be strong in consulting firms and temporary placement organizations, and also will be dependent on the growth of corporations and the expansion of new businesses.

Required General Education Courses—19 credits as follows:

BUS-120	Business Mathematics	
or		
MTH-120	General Education Mathematics (recommended for transfer students)	3
or above		
COM-101	Composition I	3
COM-103	Speech Fundamentals	3
ECO-101	Principles of Macroeconomics	3
Four credits from BIO, CHM, EAS, NAT, PHS, PHY, or MTH-098 or above		4
Three credits from ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE		3

Required Career Courses—34 credits as follows:

BUS-100	Introduction to Business	3
BUS-110	Legal Environment in Business	
or		
BUS-136	Business Law	3
BUS-142	Financial Accounting	4
BUS-170	Introduction to Human Resources	3
BUS-215	Employee Training and Development	3
BUS-226	Business Ethics	3
BUS-231	Principles of Management	3
BUS-232	Human Resources Management	3
BUS-233	Internship	3
BUS-235	Personal Development	2
BUS-237	Seminar	1
IMS-115	Introduction to PC Applications	3

Electives—Select nine credit hours from the following:

BUS-105	Small Business Management	4
BUS-134	International Business	3
BUS-143	Managerial Accounting	4
BUS-145	Computer Applications in Accounting	3
BUS-200	Consumer Behavior	3
BUS-230	Advertising	3
MIS-111	Internet Technologies	3
OSA-122	Electronic Spreadsheets	3
OSA-230	Business Presentations	3
OSA-232	Desktop Publishing	3
OSA-257	Database Management	3
PSY-201	Human Relations in Organizations	3

Employee Training and Development

Certificate—30 credit hours

Curriculum Code 1413

This program prepares students for careers in human resources with an emphasis on training and development of staff. Students already employed are encouraged to take this program to update their skills and promotion opportunities at their present place of employment.

Required Career Courses—24 credits as follows:

BUS-100	Introduction to Business	3
BUS-170	Introduction to Human Resources	3
BUS-215	Employee Training and Development	3
BUS-226	Business Ethics	3
BUS-232	Human Resources Management	3
IMS-115	Introduction to PC Applications	3
MIS-111	Internet Technologies	3
OSA-230	Business Presentations	3

Electives—Select six credits from the following:

BUS-134	International Business	3
BUS-231	Principles of Management	3
OSA-122	Electronic Spreadsheets	3
OSA-257	Database Management	3
PSY-201	Human Relations in Organizations	3

A pre- or corequisite may be required for some courses.

Integrated Systems Technology

This program consists of one degree.

A.A.S. Degree—63 credit hours

Curriculum Code 1403

This career path prepares students for entry-level positions as electrical and mechanical technicians found in bakeries, manufacturing, chemical plants and material handling and automated warehouse environments. IST workers maintain, calibrate, and repair the electrical, mechanical, and electronic equipment found in today's industrial environments. This program involves cross-training in these areas of multiple, integrated systems.

Required General Education Courses—18 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
Select 3 credits from Social/Behavioral Sciences: ANT, ECO, GEO, HIS, PSC, PSY, SOC, SSC		3
Select 4 credits from Science: BIO, CHM, EAS, GEL, NAT, PHY, PHS		4
Select 3 credits from Humanities and Fine Arts: ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE		3
MTH-133	Math for Industry	2

Required Career Courses—42 credits as follows:

ELT-101	Electricity and Electronics	3
ELT-102	Digital Logic/Solid State Devices	3
ELT-112	Computers for Industry	1
ELT-201	Industrial Controls	3
ELT-202	Advanced Industrial Controls	3
ELT-211	Introduction to PLCs	3
ELT-222	Advanced PLCs	3
IMM-101	Mechanical Systems I	3
IMM-103	Machinery Moving and Set-Up	2
IMM-107	Mechanical Systems II	3
IMM-110	Hydraulics	3
IMM-115	Pneumatics	3
IST-101	Introduction to Machine Tools	3
IST-109	Prints for Industry	3
IST-111	Threading, Milling and Grinding	3

Electives—Select 3 credits from the following Career area electives: HAC, IMM, LAN, MDT, MET, MIS, WLD

A pre- or corequisite may be required for some courses.

IT Security Specialist

This program consists of one degree and one certificate.

A.A.S. Degree—62 credit hours

Curriculum Code 1420

This certificate is designed to provide a comprehensive program to develop a skilled workforce in the emerging field of information technology security. Managing information security programs consists of preserving information confidentiality and protection, risk management, data and system integrity, availability, authenticity, and utility. The program is based on information security concepts, principles, methods, techniques, practices, and procedures that guide today's IT security professionals. This program prepares graduates to become employed as IT security specialists, firewall and VPN specialists, and data assurance specialists. Additionally, the program concentrates on industry-specific requirements in the health care and financial areas, as well as other institutions that currently use electronic commerce.

The degree program is designed with an IT Security core curriculum combined with a set of fundamental IT courses. In addition, the program requires the completion of a traditional group of general education courses.

Required General Education Courses—18 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
	Select 3 credits from Social/Behavioral Sciences: ANT, ECO, GEO, HIS, PSC, SOC, SSC	3
†	Select 6 credits from Science/Math: BIO, CHM, EAS, GEL, NAT, PHY, PHS, or MTH-098 or above	6
	Select 3 credits from Humanities/Language: ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE	3

Required Career Courses—44 credits as follows:

Core IT Technology—20 credits as follows:

LAN-101	Orientation to IT Professions	1
LAN-103	Security Awareness	1
LAN-111	IT Hardware Essentials	3
LAN-112	IT Operating Systems Essentials	3
LAN-121	Managing LAN Hardware	3
LAN-122	Managing Network OS	3
LAN-146	Internetwork Connectivity	3
LAN-246	Introduction to Routers	3

Internet Security Specialty Track—24 credits as follows:

LAN-153	IT and Data Assurance I	3
LAN-163	IT and Data Assurance II	3
LAN-223	Managing Messaging Services	3
LAN-224	Managing Web Servers	3
LAN-233	Managing Database Services	3
LAN-253	Managing Network Security I	3
LAN-263	Managing Network Security II	3
LAN-273	Network Security Design	3

† A minimum level of competency in mathematics is required for graduation for all A.A.S. degrees. This minimum competency may be demonstrated in one of two ways:

1. Placement in MTH-098 or higher; or
2. Successful completion of BUS-120, or MTH-095 or higher, or equivalent course at another college, with a grade of "C" or higher.

A pre- or corequisite may be required for some courses.

Network Security Specialist

Certificate—35 credit hours

Curriculum Code 1434

This certificate is designed to provide a comprehensive program to develop a skilled workforce in the emerging field of information technology security. Managing information security programs consists of preserving information confidentiality and protection, risk management, data and system integrity, availability, authenticity, and utility. The program is based on information security concepts, principles, methods, techniques, practices, and procedures that guide today's IT security professionals. This program prepares graduates to become employed as IT security specialists, firewall and VPN specialists, and data assurance specialists. Additionally, the program concentrates on industry-specific requirements in the health care and financial areas, as well as other institutions that currently use electronic commerce.

The certificate is designed for professionals returning to upgrade skills or students who are interested in obtaining employment skills in IT security professions. The certificate can be completed as a student progresses through the degree program.

Required Career Courses—35 credits as follows:

LAN-101	Orientation to IT Professions	1
LAN-103	Security Awareness	1
LAN-111	IT Hardware Essentials	3
LAN-112	IT Operating Systems Essentials	3
LAN-121	Managing LAN Hardware	3
LAN-122	Managing Network OS	3
LAN-146	Internetwork Connectivity	3
LAN-153	IT and Data Assurance I	3
LAN-163	IT and Data Assurance II	3
LAN-246	Introduction to Routers	3
LAN-253	Managing Network Security I	3
LAN-263	Managing Network Security II	3
LAN-273	Network Security Design	3

Internet Specialist

This program consists of one degree and three certificates.

A.A.S. Degree—62 credit hours

Curriculum Code 1435

This career path prepares students for entry-level positions as an Internet or Web site specialist in the information technology profession. Common career titles include Web site manager, Web site administrator, WAN specialist, WAN design specialist, WAN engineer, and many others. The Internet Specialist Program prepares students for rewarding careers at the forefront of the information technological revolution.

A first-year, full-time student schedule includes core courses in basic hardware and software, introduction to Internet technologies, Web page design, and networking fundamentals. Second-year students can select specialty tracks in technologies, including Cisco product specialist, Lotus Notes specialist, Microsoft specialist, or Novell specialist. This program helps students prepare for A+, N+, iNET+, CCNA, MCP, and CCNP certification. Graduates of this program possess a wide range of product knowledge as well as hands-on experience in LAN, WAN and enterprise Web site design.

Employment of computing professionals is expected to increase much faster than average as technology becomes more sophisticated and organizations continue to adopt and integrate these technologies. Internet specialists are included among the fastest growing occupations through 2008. Job availabilities will be driven by growth in computer and data processing services, and thousands of additional positions will arise from the need to replace workers who move into managerial positions, other occupations or who leave the labor force.

Required General Education Courses—18 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
	Select 3 credits from Social/Behavioral Sciences: ANT, ECO, GEO, HIS, PSC, PSY, SOC, SSC	3
†	Select 6 credits from Science/Math: BIO, CHM, EAS, GEL, NAT, PHY, PHS, or MTH-098 or above	6
	Select 3 credits from Humanities/Language: ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE	3

Required Career Courses—44 credits as follows:

Core IT Technology—20 credit hours as follows:

LAN-101	Orientation to IT Professions	1
LAN-103	Security Awareness	1
LAN-111	IT Hardware Essentials	3
LAN-112	IT Operating Systems Essentials	3
LAN-121	Managing LAN Hardware	3
LAN-122	Managing Network OS	3
LAN-146	Internetwork Connectivity	3
LAN-246	Introduction to Routers	3

Internet Security Specialty Track—24 credits as follows:

LAN-153	IT and Data Assurance I	3
LAN-251	Managing Network Infrastructure	3
LAN-256	LAN Design	3
LAN-266	WAN Design	3
LAN-269	Building Scalable Networks	3
LAN-270	Building Remote Access Networks	3
LAN-271	Building Switched Networks	3
LAN-272	LAN/WAN Troubleshooting	3

Cisco Network Associate

Certificate—19 credits

Curriculum Code 1447

Required Career Courses—19 credits as follows:

LAN-101	Orientation to IT Professions	1
LAN-121	Managing LAN Hardware	3
LAN-122	Managing Network OS	3
LAN-146	Internetwork Connectivity	3
LAN-246	Introduction to Routers	3
LAN-256	LAN Design	3
LAN-266	WAN Design	3

Cisco Network Professional

Certificate—16 credits

Curriculum Code 1448

Required Career Courses—16 credits as follows:

LAN-101	Orientation to IT Professions	1
LAN-266	WAN Design	3
LAN-269	Building Scalable Networks	3
LAN-270	Building Remote Access Networks	3
LAN-271	Building Switched Networks	3
LAN-272	LAN/WAN Troubleshooting	3

Microsoft Professional

Certificate—23 credits

Curriculum Code 1446

Required Career Courses—23 credits as follows:

LAN-101	Orientation to IT Professions	1
LAN-103	Security Awareness	1
LAN-111	IT Hardware Essentials	3
LAN-112	IT Operating Systems Essentials	3
LAN-121	Managing LAN Hardware	3
LAN-122	Managing Network OS	3
LAN-150	Managing Windows Desktop	3
LAN-230	Managing Windows Servers	3
LAN-251	Managing Network Infrastructure	3

† A minimum level of competency in mathematics is required for graduation for all A.A.S. degrees. This minimum competency may be demonstrated in one of two ways:

1. Placement in MTH-098 or higher; or
2. Successful completion of BUS-120, or MTH-095 or higher, or equivalent course at another college, with a grade of "C" or higher.

A pre- or corequisite may be required for some courses.

Management Information Systems

This program consists of one degree and 11 certificates.

A.A.S. Degree—62 credit hours

Curriculum Code 1206

This program prepares students for pursuit of careers in the information industry. Graduates qualify for management information systems support staff positions such as applications trainers, technical support staff, software support staff, and programming and Web applications trainees.

Students may specialize in various information technology areas, including e-commerce, midrange, Web, or PC applications development.

Students with work experience and advanced skills should contact the internship coordinator for assessment and course substitution information. Students without prerequisite skills are expected to take the necessary additional courses. An important feature of this program is the internship/seminar component that provides on-the-job training and offers the student new to the field an opportunity to work in and evaluate a professional setting. The employer also can evaluate the student for possible full-time employment upon graduation. Students wishing to enroll in the internship/seminar should contact the internship coordinator prior to enrollment.

Employment in information technology careers is expected to grow faster than the average through 2010. Management information systems jobs should be plentiful in information services department and businesses. Information technology skills are in high demand in all industries.

Required General Education Courses—16 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
Select three credits from ANT, ECO, GEO, HIS, PSC, PSY, SOC, SSC, ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE		
BUS-120	Business Mathematics	3
<i>or</i>		
MTH-120	General Education Mathematics	3
Select four credits from BIO, CHM, EAS, GEL, NAT, PHY, PHS		
		4

Required Career Courses—19 credits as follows:

MIS-105	Programming Principles	3
MIS-111	Internet Technologies	3
MIS-121	Networking for Business	3
MIS-146	PC Operating Systems	3
MIS-291	Systems Analysis and Design	3
MIS-295	Internship	3
MIS-296	Seminar	1

Concentrations

Students may select from E-Commerce Development, Midrange Application Development, PC Application Development or Web Development

E-Commerce Development—27 credits as follows:

Required Special Career Courses—24 credits as follows:

IMS-101	Introduction to Computer Systems	3
OSA-257	Database Management	3
MIS-141	Web Page Authoring and Publishing	3
MIS-197	E-Commerce Development	3
MIS-241	Advanced Web Page Authoring	3
MIS-292	SQL/Database Applications	3
MIS-297	Advanced E-Commerce Development	3
MIS-298	E-Commerce Policy and Strategy	3

Electives—Select three credits from the following:

BUS-130	Principles of Marketing	3
MIS-210	Project Management	3
OSA-125	Introduction to Website Design	3
OSA-135	Website Applications	3
OSA-275	PC Applications for Power Users	3

Midrange Application Development—27 credits

Required Special Career Courses—21 credits as follows:

IMS-101	Introduction to Computer Systems	3
MIS-120	RPG Programming I	3
MIS-191	AS/400 Computer Operations	3
MIS-192	AS/400 Facilities	3
MIS-193	CL Programming	3
MIS-220	RPG Programming II	3
MIS-221	AS/400 Interactive Programming	3

Electives—Select six credits from the following:

MIS-139	VB.NET Programming I	3
MIS-160	C++ Programming I	3
MIS-176	Java Programming I	3
MIS-197	E-Commerce Development	3
MIS-210	Project Management	3
MIS-239	VB.NET Programming	3
MIS-261	C++ Programming II	3
MIS-276	Java Programming II	3
MIS-297	Advanced E-Commerce Development	3

A pre- or corequisite may be required for some courses.

C A R E E R P R O G R A M S

PC Application Development—27 credits

Required Special Career Courses—18 credits as follows:

IMS-115	Introduction to PC Applications	3
IMS-215	Advanced PC Applications	
<i>or</i>		
OSA-257	Database Management	3
MIS-292	SQL/Database Applications	3

Choose one track:

Visual Basic.NET Programming Track

MIS-139	VB.NET Programming I	3
MIS-239	VB.NET Programming	3
MIS-285	ASP.NET Web Applications	3
<i>or</i>		
MIS-289	.NET Desktop Application Development	3

or

C++ Programmer Track

MIS-160	C++ Programming I	3
MIS-261	C++ Programming II	3
MIS-264	C++ Software Development	3

or

Java Programmer Track

MIS-176	Java Programming I	3
MIS-276	Java Programming II	3
MIS-286	Java Software Development	3

or

C# Programmer Track

MIS-154	C# Programming I	3
MIS-254	C# Programming II	3
MIS-285	ASP.NET Web Applications	3
<i>or</i>		
MIS-289	.NET Desktop Application Development	3

Elective Courses (Select 9 credit hours—6 hours must be in one programming language that is NOT part of the track you selected above):

MIS-139	VB.NET Programming I	3
MIS-160	C++ Programming I	3
MIS-176	Java Programming I	3
MIS-197	E-Commerce Development	
MIS-210	Project Management	3
MIS-239	VB.NET Programming	3
MIS-254	C# Programming II	3
MIS-261	C++ Programming II	3
MIS-264	C++ Software Development	3
MIS-276	Java Programming II	3
MIS-284	XML.NET Web Services	3
MIS-285	ASP.NET Web Applications	3
MIS-286	Java Software Development	3
MIS-287	Visual Basic for Applications	3
MIS-289	.NET Desktop Application Development	3
MIS-292	SQL/Database Applications	3

NOTE: MIS-287 is recommended elective for students who selected the Visual Basic Track.

Web Development—27 credits

Required Special Career Courses—21 credits as follows:

IMS-115	Introduction to PC Applications	3
OSA-257	Database Management	3
MIS-141	Web Page Authoring and Publishing	3
MIS-176	Java Programming I	3
MIS-241	Advanced Web Page Authoring	3
MIS-276	Java Programming II	3
MIS-292	SQL/Database Applications	3

Electives—Select six credits from the following:

MIS-139	VB.NET Programming I	3
MIS-160	C++ Programming I	3
MIS-210	Project Management	3
MIS-239	VB.NET Programming	3
MIS-261	C++ Programming II	3
MIS-286	Java Software Development	3
OSA-125	Introduction to Website Design	3
OSA-135	Website Applications	3
OSA-275	PC Applications for Power Users	3

AS/400 Specialist

Certificate—34 credit hours

Curriculum Code 1294

This program prepares students to assist in the implementation of integrated business minicomputer systems, including programming, running applications and evaluating.

Required Career Courses—34 credits as follows:

IMS-101	Introduction to Computer Systems	3
LAN-121	LAN Technologies	3
MIS-105	Programming Principles	3
MIS-120	RPG Programming I	3
MIS-146	PC Operating Systems	3
MIS-191	AS/400 Computer Operations	3
MIS-192	AS/400 Facilities	3
MIS-193	CL Programming	3
MIS-220	RPG Programming II	3
MIS-221	AS/400 Interactive Programming	3
MIS-295	Internship	3
MIS-296	Seminar	1

A pre- or corequisite may be required for some courses.

C++ Programmer

Certificate—18 credit hours

Curriculum Code 1459

This program prepares students with programming skills that will, when combined with a degree, provide the background for entry-level or trainee positions or enhance an information technology professional's versatility and career advancement potential.

C++ is the primary language of choice when performance is critical. Designed as a general-purpose, cross-platform language, C++ can be used to write a wide variety of applications for many of today's popular operating systems, including Windows, Unix and Linux. C++ offers the tools necessary to develop object-oriented skills that will be in demand for years. Within this certificate's courses you will learn the latest in software design and development methodologies while gaining hands-on experience with the latest versions of C++.

Required Career Courses—18 credits as follows:

IMS-115	Introduction to PC Applications	3
IMS-215	Advanced PC Applications	
<i>or</i>		
OSA-257	Database Management	3
MIS-105	Programming Principles	3
MIS-160	C++ Programming I	3
MIS-261	C++ Programming II	3
MIS-264	C++ Software Development	3

C# Programmer

Certificate—18 credit hours

Curriculum Code 1466

This program prepares students with programming skills that will, when combined with a degree, provide the background for entry-level or trainee positions or enhance an information technology professional's versatility and career advancement potential.

C# bears syntactic similarities to C++ and Java while utilizing a drag-and-drop development environment more commonly found in Visual Basic. The result is a tool that allows for the rapid development of desktop, PDA, data-driven Web applications using state-of-the-art object-oriented techniques. Within this certificate's courses, you will learn the latest in software design and development methodologies while gaining hands-on experience with the latest versions of Visual C#.

Required Career Courses—18 credits as follows:

IMS-115	Introduction to PC Applications	3
IMS-215	Advanced PC Applications	
<i>or</i>		
OSA-257	Database Management	3
MIS-105	Programming Principles	3
MIS-154	C# Programming I	3
MIS-254	C# Programming II	3
MIS-285	ASP .NET Web Applications	3
<i>or</i>		
MIS-289	.NET Desktop Application Development	3

A pre- or corequisite may be required for some courses.

E-Commerce Generalist

Certificate—27 credit hours

Curriculum Code 1460

This program prepares students to assist in the development and management of electronic commerce Web sites. E-Commerce has become a major objective of most mid-to large-size companies as well as small companies. E-Commerce includes the knowledge of business principles as well as Web development, database design, and infrastructures. Demand for people with e-commerce skills will continue to grow as businesses continue to expand their use of electronic technology.

Required Career Courses—27 credits as follows:

MIS-111	Internet Technologies	3
MIS-141	WebPage Authoring and Publishing	3
MIS-197	E-Commerce Development	3
MIS-241	Advanced Web Page Authoring	3
MIS-291	Systems Analysis and Design	3
MIS-292	SQL/Database Applications	3
MIS-297	Advanced E-Commerce Development	3
MIS-298	E-Commerce Policy and Strategy	3
OSA-257	Database Management	3

Java Programmer

Certificate—18 credit hours

Curriculum Code 1458

This program prepares students with programming skills that will, when combined with a degree, provide the background for entry-level or trainee positions or enhance an information technology professional's versatility and career advancement potential.

Because Java was designed for the Internet, it has been a popular choice for writing programs that are platform independent and safe. Java remains popular for network programming and web development. More recently, object-oriented features in the language have made Java a competitive option for writing stand-alone applications. Within this certificate's courses you will learn the latest in software design and development methodologies while gaining hands-on experience with the latest versions of Java.

Employment in information technology careers is expected to grow faster than the average through 2010. Jobs for Java programmers should be plentiful in information services departments and companies.

Required Career Courses—18 credits as follows:

IMS-115	Introduction to PC Applications	3
IMS-215	Advanced PC Applications	
<i>or</i>		
OSA-257	Database Management	3
MIS-105	Programming Principles	3
MIS-176	Java Programming I	3
MIS-276	Java Programming II	3
MIS-286	Java Software Development	3

RPG Programmer

Certificate—18 credit hours

Curriculum Code 1233

Prepares students to program in RPG/400, a subset of RPG III, which runs on the AS/400.

Required Career Courses—18 credits as follows:

MIS-120	RPG Programming I	3
MIS-191	AS/400 Computer Operations	3
MIS-192	AS/400 Facilities	3
MIS-193	CL Programming	3
MIS-220	RPG Programming II	3
MIS-221	AS/400 Interactive Programming	3

A pre- or corequisite may be required for some courses.

Software Developer

Certificate—36 credit hours

Curriculum Code 1305

This program prepares students with programming skills that will, when combined with a degree and industry experience, provide the background for entry-level or trainee software development positions. Information technology professionals may also pursue this program to enhance their versatility and career advancement potential.

Within this certificate's courses you will gain hands-on experience using at least two programming languages — selecting from C++, Java, and Visual Basic. Software development lifecycle issues — including solution conception, design, implementation, and testing — are addressed with hands-on experiences using the latest hardware and software development tools. Students expand on their breadth of knowledge by selecting from database, web design/development, eCommerce, and Microsoft Office application integration course options.

Employment in information technology careers is expected to grow faster than the average through 2010. Jobs for experienced software developers should be plentiful in information services departments and companies.

Required Career Courses—24 credits as follows:

IMS-115	Introduction to PC Applications	3
IMS-215	Advanced PC Applications	
	or	
OSA-257	Database Management	3
MIS-105	Programming Principles	3
MIS-291	Systems Analysis and Design	3
MIS-292	SQL/Database Applications	3

Choose one track:

<i>Visual Basic Programmer Track (9 credit hours)</i>		
MIS-139	VB.NET Programming I	3
MIS-239	VB.NET Programming	3
MIS-289	.NET Desktop Application Development	3
	or	
<i>C++ Programmer Track (9 credit hours)</i>		
MIS-160	C++ Programming I	3
MIS-261	C++ Programming II	3
MIS-264	C++ Software Development	3
	or	
<i>Java Programmer Track (9 credit hours)</i>		
MIS-176	Java Programming I	3
MIS-276	Java Programming II	3
MIS-286	Java Software Development	3
	or	
<i>C# Programmer Track</i>		
MIS-154	C# Programming I	3
MIS-254	C# Programming II	3
MIS-285	ASP.NET Web Applications	3
	or	
MIS-289	.NET Desktop Application Development	3

Elective Courses—Select 12 credit hours—6 hours must be in one programming language that is NOT part of the track you selected above:

MIS-139	VB.NET Programming I	3
MIS-141	WebPage Authoring and Publishing	3
MIS-154	C# Programming I	3
MIS-160	C++ Programming I	3
MIS-176	Java Programming I	3
MIS-197	E-Commerce Development	3
MIS-210	Project Management	3
MIS-239	VB.NET Programming	3
MIS-241	Advanced WebPage Authoring	3
MIS-254	C# Programming II	3
MIS-261	C++ Programming II	3
MIS-264	C++ Software Development	3
MIS-276	Java Programming II	3
MIS-284	XML.NET Web Services	3
MIS-285	ASP.NET Web Applications	3
MIS-286	Java Software Development	3
MIS-287*	Visual Basic for Applications	3
MIS-289	.NET Desktop Application Development	3
MIS-297	Advanced E-Commerce Development	3

* MIS-287 is a recommended elective for students who selected the Visual Basic track.

Microsoft Application Developer

Certificate—15 credit hours

Curriculum Code 1313

Required Career Courses—15 credits as follows:

Students choose either two semesters of Visual Basic.NET or two semesters of C# programming language for a total of 6 credit hours:

<i>Visual Basic Programmer Track (9 credit hours)</i>		
MIS-139	VB.NET Programming I	3
MIS-239	VB.NET Programming	3
	or	
<i>C# Track</i>		
MIS-154	C# Programming I	3
MIS-254	C# Programming II	3

All student must complete the following 9 credit hours:

MIS-284	XML.NET Web Services	3
MIS-285	ASP.NET Web Applications	3
MIS-289	.NET Desktop Application Development	3

A pre- or corequisite may be required for some courses.

Visual Basic.NET Programmer

Certificate—21 credit hours

Curriculum Code 1457

This program prepares students with programming skills that will, when combined with a degree, provide the background for entry-level or trainee positions or enhance an information technology professional's versatility and career advancement potential.

Visual Basic is considered to be one of the easiest-to-learn programming languages and it boasts the largest community of software developers worldwide. Visual Basic provides developers with a tool they can use to rapidly deliver desktop, PDA, and data-driven web applications using state-of-the-art object-oriented techniques. Within this certificate's courses you will learn the latest in software design and development methodologies while gaining hands-on experience with the latest versions of Visual Basic.

Employment in information technology careers is expected to grow faster than the average through 2010. Jobs for Visual Basic programmers should be plentiful in information services departments and companies.

Required Career Courses—21 credit hours as follows:

IMS-115	Introduction to PC Applications	3
IMS-215	Advanced PC Applications	3
or		
OSA-257	Database Management	3
MIS-105	Programming Principles	3
MIS-139	VB.NET Programming I	3
MIS-239	VB.NET Programming	3
MIS-287	VB for Applications	3
MIS-285	ASP.NET Web Applications	3
or		
MIS-289	.NET Software Development	3

Website Developer

Certificate—30 credit hours

Curriculum Code 1433

This certificate is designed for the experienced computer user who has strong skills in Microsoft Windows navigation and computer applications packages. Students who are interested in beginning a career in Web site development and who do not possess these prerequisite skills should meet with the department chair or coordinator to plan appropriate course selection.

Required Career Courses—30 credits as follows:

MIS-105	Programming Principles	3
MIS-111	Internet Technologies	3
MIS-121	Networking for Business	3
MIS-141	Web Page Authoring and Publishing	3
MIS-241	Advanced Web Page Authoring	3
OSA-135	Website Applications	3
OSA-257	Database Management	3
or		
IMS-215	Advanced PC Applications	
MIS-176	JAVA Programming I	3
MIS-276	JAVA Programming II	3
MIS-286	JAVA Software Development	3

Website Designer

Certificate—27 credit hours

Curriculum Code 1434

This certificate is designed for the computer user who has strong skills in Microsoft Windows navigation and computer applications packages. Students who are interested in beginning a career in Web site design and who do not possess these prerequisite skills should meet with the department chair or coordinator to plan appropriate course selection.

Required Career Courses—27 credits as follows:

MIS-105	Programming Principles	3
MIS-111	Internet Technologies	3
MIS-141	Web Page Authoring and Publishing	3
MIS-241	Advanced Web Page Authoring	3
OSA-125	Introduction to Website Design	3
OSA-135	Website Applications	3
OSA-234	Introduction to PC Graphics	3
OSA-236	PC Graphics Applications	3
OSA-257	Database Management	3

A pre- or corequisite may be required for some courses.

Marketing and Management

This program consists of one degree.

A.A.S. Degree—62 credit hours

Curriculum Code 1238

The marketing and management program is designed to provide students with entry-level employment or advancement within businesses involved in the marketing of goods or services. The two-year program prepares students for career opportunities as store managers, department and division managers, product managers, warehouse managers, and purchasing agents. This list is not inclusive of all occupations available to marketing and management graduates since management positions vary in fields such as product and production planning, advertising, sales, retailing, wholesaling, distribution, consumer research, small business ownership, and general business administration. An important feature of this program is the internship/seminar component that provides on-the-job training and offers the student new to the field an opportunity to work in and evaluate a professional setting. The employer can also evaluate the student for possible full-time employment upon graduation. Currently, one out of every four individuals in the United States is working in a marketing-related vocation.

Employment of marketing and management professionals is expected to increase through 2008. Jobs for retail supervisors and managers without college-level coursework are expected to be very competitive. Some retail companies have begun requiring their sales staff to report directly to upper-management personnel, bypassing the department-level manager. Many job openings will occur as experienced supervisors and managers move into higher levels of management.

Required General Education Courses—19 credits as follows:

BUS-120	Business Mathematics	
<i>or</i>		
MTH-120	General Education Mathematics	
or above	(recommended for transfer students)	3
COM-101	Composition I	3
COM-103	Speech Fundamentals	3
ECO-101	Principles of Macroeconomics	3
Select four credits from BIO, CHM, EAS, GEL, MTH, NAT, PHS, PHY		
		4
Select three credits from ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE		
		3

Required Career Courses—25 credits as follows:

BUS-100	Introduction to Business	3
BUS-110	Legal Environment in Business	
<i>or</i>		
BUS-136	Business Law	3
BUS-130	Principles of Marketing	3
BUS-142	Financial Accounting	4
BUS-226	Business Ethics	3
BUS-231	Principles of Management	3
BUS-233	Internship	3
BUS-235	Personal Development	2
BUS-237	Seminar	1

A pre- or corequisite may be required for some courses.

Electives—Select 18 credits from the following concentrations with at least 12 credits being selected from a single concentration area:

Management

BUS-105	Small Business Management	4
BUS-134	International Business	3
BUS-143	Managerial Accounting	4
BUS-145	Computer Applications in Accounting	3
BUS-170	Introduction to Human Resources	3
BUS-200	Consumer Behavior	3
BUS-215	Employee Training and Development	3
BUS-232	Human Resources Management	3
IMS-115	Introduction to PC Applications	3
OSA-230	Business Presentations	3
PSY-201	Human Relations in Organizations	3

Marketing

BUS-131	Principles of Retailing	3
BUS-133	Salesmanship	3
BUS-134	International Business	3
BUS-143	Managerial Accounting	4
BUS-155	Display and Visual Merchandising	3
BUS-200	Consumer Behavior	3
BUS-230	Advertising	3
IMS-115	Introduction to PC Applications	3
OSA-230	Business Presentations	3
PSY-201	Human Relations in Organizations	3

Massage Therapy

Certificate—31 credit hours

Curriculum Code 1249

The Massage Therapy Certificate trains students in the art of touch and the application of pressure to clients' sore muscles and limbs to induce relaxation, assist in rehabilitation and contribute to their overall physical and emotional well being. The program will institute a code of professional ethics coupled with a foundation of business skills. Additionally, Moraine Valley offers a supervised student clinic that is open to the public and gives students the opportunity to work with a variety of people.

Required Career Courses—31 credits as follows:

** MAS-101	Introduction to Massage	1
MAS-110	Basic Swedish Massage	4
MAS-112	Sports Massage	4
MAS-114	Massage Modalities	4
MAS-118	Business, Ethics and Documentation	4
MAS-120	Massage Lab Practicum	2
PEH-160	Human Movement	3
PEH-171	A Healthy Lifestyle and You	3
REC-101	Introduction to Recreation and Wellness Professions	3
REC-201	Applied Leadership Essentials	3

** *Students will either have a valid CPR/First Aid card at the time of enrollment in MAS-110 or take PEH-170 or a comparable course at another college with a grade of "C" or better.*

A pre- or corequisite may be required for some courses.

Materials Technology

This program consists of one certificate.

Certificate—15 credit hours

Curriculum Code 1421

This program provides additional knowledge concerning materials used in industry. It provides information on the various metals, plastics, ceramics, composites, etc., that the student may deal with on a daily basis. Materials properties, applications and methods of their manufacture are studied, along with the methods used to test their properties and internal structure and integrity. The program augments knowledge obtained in the various metal working and related trade areas, thus enhancing prospects for employment in these areas.

This program is not designed to provide entry-level positions in any one specific area. It is designed to augment the knowledge attained in various chosen career areas, such as those involved in the metal working trades: machinists, machine operators, welders, inspectors and drafters.

Required Career Courses—15 credits as follows:

MET-104	Materials of Industry	2
MET-105	Advanced Materials of Industry	2
MET-201	Destructive Testing	3
MET-202	Characteristics of Metals	2
MET-215	Heat and Surface Treatment	2
NDE-101	Introduction to Nondestructive Evaluation	2
WLD-160	Visual Inspection of Welds	2

A pre- or corequisite may be required for some courses.

Mechanical & Fluid Power Maintenance

This program consists of one certificate.

Certificate—39 credit hours

Curriculum Code 1275

This program prepares students in four areas important to maintenance personnel, including communications, mechanical systems, electrical systems, and fluid power systems. Students will be prepared for entry-level employment in service maintenance or production maintenance fields.

Employment of industrial machinery repairers is expected to grow more slowly than the average for all occupations as more firms introduce automated production equipment. Qualified applicants should find ample employment opportunities as older workers retire, and employment in industrial machinery repair is not usually affected by seasonal changes in production.

Required Career Courses—41 credits as follows:

ELT-101	Electricity and Electronics	3
ELT-201	Industrial Controls	3
IMM-101	Mechanical Systems I	3
IMM-103	Machinery Moving and Set-Up	2
IMM-107	Mechanical Systems II	3
IMM-110	Hydraulics	3
IMM-115	Pneumatics	3
IST-101	Introduction to Machine Tools	3
IST-109	Blueprint Reading for Industry	3
IST-111	Threading, Milling and Grinding	3
MET-104	Materials of Industry	2
MTH-133	Math for Industry	2
WLD-111	Basic Arc/Gas Welding I	3
WLD-112	Basic Arc/Gas Welding II	3

A pre- or corequisite may be required for some courses.

Mechanical Design and Drafting/CAD

This program consists of one degree and six certificates.

A.A.S. Degree—66 credit hours

Curriculum Code 1221

This program prepares students for careers as professional draftsmen, mechanical designers and CAD technicians. Employment opportunities for those completing the program include positions such as drafter, detailer, CAD operator, CAD technician, mechanical design technician, layout designer, and laboratory technician.

Job opportunities for CAD drafters and designers are widespread. Industrial growth and the increasingly complex design problems associated with new products and processes will greatly increase the demand for drafting services. Replacement needs and CAD—and the ease of obtaining computer-generated information—stimulates a demand for more information, so there will continue to be growth in this occupation.

Required General Education Courses—20 to 23 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
Math Option I		
MTH-135	Technical Mathematics	5
and		
MTH-142	Trigonometric Functions	2
or		
MTH Option II		
MTH-150	Analytic Geometry and Calculus I	5
and		
MTH-151	Analytic Geometry and Calculus II	5
PHY-150	Mechanics, Heat and Sound	4
Select three credits from ANT, ECO, GEO, HIS, PSY, PSC, SOC, SSC		3

Required Career Courses—41 credits as follows:

MDT-101	Introduction to Drafting	3
MDT-106	Mechanical Assemblies	2
MDT-110	Mechanical Detailing	3
MDT-115	Geometric Dimensioning & Tolerancing	2
MDT-145	Introduction to Computer-Aided Drafting	3
MDT-160	Introduction to 3-D Modeling	3
MDT-205	Machine Elements	3
MDT-209	Hydraulics and Pneumatics	2
MDT-210	Statics and Strengths of Material	3
MDT-213	Plant Engineering Graphics	3
MDT-220	Tool Drafting	3
MDT-255	Machine Design	3
MDT-278	Design Visualization	3
MET-104	Materials of Industry	2
IST-101	Introduction to Machine Tools	3

Electives—Select 5 credits from the following:

MDT-100	Introduction to Computer Graphics	2
MDT-233	Internship	3
MDT-237	Internship Seminar	1
MDT-260	CAD Management	3
MDT-275	Introduction to Animation	3
MDT-285	Introduction to Parametric Modeling	3
MDT-288	Applied 3D Parametric Modeling	3
MDT-289	3D Parametric Assemblies	2

3-D CAD

Certificate—20 credit hours

Curriculum Code 1439

This program prepares the student for a career as a three-dimensional CAD drafter, designer, or detailer.

Required Career Courses—20 credits as follows:

MDT-145	Introduction to Computer-Aided Drafting	3
MDT-160	Introduction to 3-D Modeling	3
MDT-260	CAD Management	3
MDT-278	Design Visualization	3
MDT-285	Introduction to Parametric Modeling	3
MDT-288	Applied 3-D Parametric Modeling	3
MDT-289	3-D Parametric Assemblies	2

Architectural CAD

Certificate—17 credit hours

Curriculum Code 1436

This program prepares the student for a career in the architecture and civil engineering fields as a CAD specialist. Two-and three-dimensional animated computer images are created, edited, and produced.

Required Career Courses—17 credits as follows:

MDT-145	Introduction to Computer-Aided Drafting	3
MDT-190	Construction Blueprint Reading	2
MDT-260	CAD Management	3
MDT-278	Design Visualization	3
MDT-290	Introduction to Architectural CAD	3
MDT-291	Applied Architectural Facilities	3

A pre- or corequisite may be required for some courses.

CAD Programming/Management

Certificate—18 credit hours

Curriculum Code 1437

This program prepares the student for a career as a CAD programmer and a CAD network manager.

Required Career Courses—12 credits as follows:

MDT-145	Introduction to Computer Aided Drafting	3
MDT-245	Applied CAD	3
MDT-260	CAD Management	3
MIS-105	Programming Principles	3

Electives—Select 6 credit hours from the following:

Visual BASIC Track

MIS-130	Visual BASIC I	3
MIS-239	VB.NET Programming	3
MIS-287	Visual BASIC for Applications	3

C++ Track

MIS-160	C++ Programming I	3
MIS-261	C++ Programming II	3

Computer Animation

Certificate—20 credit hours

Curriculum Code 1438

This program prepares the student for a career in the computer animation, computer graphics and digital imaging fields. Two- and three-dimensional animated computer images are created, edited and produced.

Required Career Courses—11 credits as follows:

MDT-100	Introduction to Computer Graphics	2
MDT-275	Introduction to Animation	3
MDT-276	Applied Animation Techniques	3
MDT-279	Storyboarding	3

Electives—Select 9 credit hours from the following:

Character Animation Track

MDT-277	Computer Character Animation	3
MDT-283	Character Modeling	3
MDT-287	Game Design	3

Technical Animation Track

MDT-278	Design Visualization	3
MDT-284	Dynamic Simulations	3
MDT-285	Introduction to Parametric Modeling	3

Interactive 3D Animation Track

MDT-280	Video Integration	3
MDT-281	Introduction to Flash	3
MDT-282	Advanced Flash for 3D Animation	3

Mechanical Design CAD

Certificate—23 credit hours

Curriculum Code 2102

This program is only open to students who have 30 hours in a drafting program, or two years of industrial drafting or engineering experience, or consent of instructor.

Required Career Courses—23 credits as follows:

MDT-100	Introduction to Computer Graphics	2
MDT-145	Intro. to Computer-Aided Drafting	3
MDT-160	Introduction to 3D Modeling	3
MDT-245	Applied CAD	3
MDT-260	CAD Management	3
MDT-275	Introduction to Animation	3
MDT-278	Design Visualization	3
MDT-285	Introduction to Parametric Modeling	3

Mechanical Design Drafting

Certificate—32 credit hours

Curriculum Code 1220

Prepares students for entry-level positions in mechanical drafting and computer aided design (CAD). Development of drafting/CAD skills and practical applications are stressed.

Required General Education Courses—8 credits as follows:

COM-101	Composition I	3
MTH-135	Technical Mathematics	5

Required Career Courses—32 credits as follows:

MDT-101	Introduction to Drafting	3
MDT-106	Mechanical Assemblies	2
MDT-110	Mechanical Detailing	3
MDT-115	Applied GDT	2
MDT-145	Introduction to CAD	3
MDT-160	Introduction to 3-D Modeling	3
MDT-278	Design Visualization	3
MET-104	Materials of Industry	2
MTO-101	Introduction to Machine Tools	3

A pre- or corequisite may be required for some courses.

Medical Assistant

This program consists of one certificate.

Certificate—41 credit hours

Curriculum Code 1455

This certificate program prepares students to become medical office assistants. A medical office assistant is a professional, multi-skilled person involved in assisting with patient care management. This practitioner performs administrative and/or clinical duties under the direction of a physician.

Responsibilities include conducting patient history interviews, obtaining and recording vital signs, preparing examination and treatment rooms, assisting with examinations and treatments. Additionally, a medical office assistant may operate equipment, give injections or treatment, perform phlebotomy and clinical laboratory procedures, schedule appointments, maintain selected medical records, perform secretarial tasks, complete insurance forms and maintain financial records.

Required General Education Course—5 credits as follows:

BIO-115	Anatomy and Physiology	5
---------	------------------------	---

Required Career Courses—34 credits as follows:

MOA-115	Clinical Laboratory Procedures	4
MOA-130	Law and Ethics in Health Care	2
MOA-140	Medical Office Administration	3
MOA-142	Medical Office Finance Systems	2
MOA-144	Pharmacology—Principles/Applications	2
MOA-147	Medical Assistant Clinical Procedures	6
MOA-155	Medical Assistant Externship	3
MOA-156	Medical Assistant Seminar	1
MRT-110	Medical Terminology	3
MRT-119	Insurance Reimbursement Procedures	1
MRT-130	Computers in Allied Health	1
PHB-110	Principles and Practices of Phlebotomy	6

Electives—Select at least 2 credit hours from the following:

MRT-120	Body Structure and Pharmacology	3
PEH-170	First Aid	3
PEH-171	A Healthy Lifestyle and You	3
PEH-172	Nutrition for Today	3
PHB-112	Phlebotomy Clinical Practice	2
REC-101	Recreation and Wellness Professions	3

A pre- or corequisite may be required for some courses.

Nursing

This program consists of one degree.

A.A.S. Degree—69 credit hours

Curriculum Code 1246

The Nursing (ADN) Program prepares students for nursing careers in hospitals and other health care facilities. Admitted students who wish to earn an Associate in Science degree in addition to an Associate in Applied Science degree should consult with an advisor in the Academic Advising Center.

Program graduates are eligible to write the National Council Licensure Examination for Registered Nurses (NCLEX-RN). To take the NCLEX examination, candidates must satisfy the following requirements:

- apply for licensure in the state or territory in which you wish to be licensed.
- meet all of the board of nursing's eligibility requirements to take the NCLEX exam
- register for the examination

The Department of Professional Regulation in Springfield grants licensure for registered nurses. Upon successful completion of the NCLEX-RN Exam, graduates may apply to the Department of Financial and Professional Regulation for Registered Nurse (RN) licensure. Graduating from an accredited nursing program does not guarantee licensure.

Job prospects in the nursing profession are excellent. Employment of registered nurses is expected to grow faster than the average for all occupations through 2010. Driving this growth are technological/scientific advances in patient care, as well as an aging population. Registered nurses practice in a wide variety of settings, including acute care hospitals, home health, clinics, ambulatory surgi-centers, schools, business, and industry.

Accreditation

Moraine Valley's Nursing Program is accredited by the National League for Nursing Accrediting Commission (NLNAC)†, and approved by the Illinois Department of Professional Regulation, the Illinois Community College Board, the Illinois Board of Higher Education, and the Illinois Department of Vocational Technical Education.

† National League for Nursing Accrediting Commission (NLNAC)
61 Broadway—33rd Floor
New York, NY 10006
Phone (212) 363-5555

Licensure

Graduating from an accredited nursing program does not guarantee licensure. Graduation gives the student the right to apply to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). The Illinois Department of Financial and Professional Regulation (IDFPR) reserves the right to determine who will take the exam. IDFPR grants licensure for registered nurses.

Admission Requirements for Nursing A.A.S.

- Completion of the COMPASS placement test

Minimum academic placement level requirements

Mathematics:

Based on COMPASS placement test results, or ACT tests, or previous college credit with a grade of "C" or better, all within two years of application deadline, applicants:

- Must be qualified to take MTH-101

Composition and Reading:

Based on COMPASS placement test results, or ACT tests, or previous college credit with a grade of "C" or better, all within five years of application deadline, applicants:

- Must be qualified to take COM-101
- Must complete any required reading courses or test above the RDG-091 level

To verify placement level, students may check with the Academic Advising Center.

- Successful completion of COL-101, College: Changes, Challenges, Choices
- One year of high school general biology with lab, or one semester of college biology with lab with a grade of "C" or above
- One year of high school/college-preparatory chemistry with a lab, or a college chemistry course with a lab with a grade of "C" or above
- A minimum overall grade point average of 2.5 on a four-point system. The high school GPA will be used unless 12 hours of college credit applicable to a Moraine Valley degree has been completed.
- Students must be a certified CNA in the State of Illinois.

R.N. Completion Track for L.P.N.s

L.P.N.s with current licensure in the State of Illinois seeking the R.N. Completion Track for L.P.N.s must have successfully completed all the admission requirements plus BIO-180 and PSY-104 (or the equivalent at another college within five years). HSC-100 must be successfully taken as a prerequisite before enrollment in NUR-137.

Fees—Fees associated with specific nursing courses include use of equipment, some supplies and malpractice insurance if it is a clinical nursing course.

See the Nursing career program worksheet available in the Academic Advising Center for more information on approximate annual costs.

A pre- or corequisite may be required for some courses.

Health Physical—Prior to enrollment, admitted students must submit a complete health history and physical form signed by the applicant and physician or nurse practitioner. The health history and physical must be updated every two years. The health physical includes required laboratory tests and immunizations as required by clinical affiliates. This requirement may cost around \$400. A yearly Mantoux TB skin test is required. Questions about the health physical should be directed to the program coordinator of Nursing. Health physical forms may be obtained from the Admissions Office. The student is encouraged to maintain a copy of all health physical information submitted to the program.

See the ADN rules and regulations for specific information on reporting pregnancy, illness, injury, surgery or need for medications.

Re-Application—Applicants not selected for one starting class are responsible for reactivating and updating their application file for subsequent starting classes. Re-applicants must complete a new nursing admission application and submit it to the Admissions Office during the application period as stated in the Admissions and Registration section of this catalog, under Admission to Health Science Programs, page 13.

Readmission—Upon withdrawal or failure to maintain a minimum GPA in the Nursing Program, students seeking readmission must follow the Department of Nursing policies for readmission. The readmission policies are contained in the Nursing rules and regulations that are distributed to every student at orientation and discussed the first day of class.

Students seeking readmission need to:

- Complete and submit a readmission form. (Readmission forms are available from and should be returned to the Admissions Office.)
- Meet conditions for readmission as stated on or with attrition form.
- Make sure health record and CPR status meet program requirements.

Program Requirements

ADN students:

- Must earn a grade of “C” (2.0) or better in BIO-119, BIO-180, BIO-181, and PSY-104.
- Are responsible for transportation to and from clinical affiliates.
- Are responsible for submitting a completed health physical prior to start of semester—see Health Physical section on this page.
- Must provide documentation of yearly Mantoux results.

A pre- or corequisite may be required for some courses.

- Are responsible for complying with drug screens, criminal background check, etc., as required by clinical affiliates. This will be at the student’s expense.
- Are asked to provide proof of comprehensive health and accident insurance.
- Are responsible for all program fees.
- Are responsible for obtaining uniforms.
- Must maintain and report proof of current Health Care Provider CPR certification while in program.
- Are required to adhere to the Code of Student Conduct. See the Student Rights and Responsibilities section of this catalog.

Program Calendar

For students who attend full time, this two-year program starts in either the fall or spring of each year and continues for a total of four consecutive semesters excluding summer. Students may complete general education requirements before enrolling in the program. The required nursing courses must be taken in sequence.

Required General Education Courses—27 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
** BIO-119	Introduction to Microbiology	4
** BIO-180	Human Anatomy and Physiology I	4
** BIO-181	Human Anatomy and Physiology II	4
PSY-104	Life-Span Developmental Psychology	3
	Select three credits from SOC	3
	Select three credits from ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE	3
** <i>BIO-119, 180, 181 must have been completed within five years of entrance into NUR-113 and NUR-114.</i>		

Required Career Courses—42 credits as follows:

** NUR-113	Care of the Adult I	3
** NUR-114	Care of the Adult II	4
NUR-117	Pharmacology	1
** NUR-134	Adult Medical Surgical Nursing	6
NUR-137	Mental Health Nursing	4
NUR-138	Pharmacology II	1
NUR-180	Physical Assessment for Nursing	1
NUR-203	Maternity Nursing	5
NUR-204	Pediatric Nursing	5
NUR-205	Advanced Medical Surgical Nursing	5
NUR-206	Leadership/Management	5
NUR-208	Professional Nursing Issues	2

Students must have completed required course prerequisites, be currently enrolled in required course corequisites, and successfully pass all pre- and corequisites to continue in the ADN Program.

*** LPN receives credit for this course.*

Office Systems and Applications

This program consists of one degree and six certificates.

A.A.S. Degree—64 credit hours

Curriculum Code 1257

This program prepares students for careers in administrative support and first-line supervision. Depending upon a student's area of concentration, graduates will qualify for positions as administrative assistant, executive assistant, legal office assistant, desktop publishing specialist, Web design assistant, office administrator, office supervisor, or technical support (help desk) specialist.

Students completing this program are expected to possess excellent keyboarding, proofreading, and document formatting skills; advanced computer skills; strong communication skills; broad administrative support skills; excellent interpersonal skills; flexibility; and professionalism. Students completing this program may be expected to supervise lower-level clerical staff.

Students with work experience and advanced skills should contact the internship coordinator for assessment and course substitution information. Students without prerequisite skills are expected to take the necessary additional courses. An important feature of this program is the internship/seminar component that provides on-the-job training and offers the student new to the field an opportunity to work in and evaluate a professional setting. The employer also can evaluate the student for possible full-time employment upon graduation. Students wishing to enroll in the internship/seminar should contact the internship coordinator prior to enrollment.

Program prerequisite: keyboarding skill of 26 net words per minute. Students who need to reach this skill level may enroll in OSA 100, Keyboarding I.

Required General Education Courses—16 credits as follows:

BUS-120	Business Mathematics	
or		
MTH-120	General Education Mathematics (recommended for transfer students)	3
COM-101	Composition I	3
COM-103	Speech Fundamentals	3
Select four credits from BIO, CHM, EAS, GEL, NAT, PHS, PHY		4
Select three credits from ANT, ECO, GEO, HIS, PSC, PSY, SOC, SSC, ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE		3

Required Career Courses—30 credits as follows:

IMS-115	Introduction to PC Applications	3
MIS-111	Internet Technologies	3
MIS-146	PC Operating Systems	3
OSA-103	Office Language Skills	3
OSA-122	Electronic Spreadsheets	3
OSA-145	PC Word Processing	3
OSA-230	Business Presentations	3
OSA-249	Accounting for Office Professionals	3
OSA-257	Database Management	3
OSA-258	Internship	3

Concentrations

Students may select Administrative Assistant, Legal Office Assistant, Desktop Publishing Specialist, Web Design Assistant, PC Applications Help Desk Specialist or Office Administrator Concentration.

Administrative Assistant Concentration—18 credits

Required Special Career Courses—15 credits as follows:

OSA-102	Document Formatting	3
* OSA-104	Keyboarding Speed and Accuracy	1
OSA-243	Business Writing	2
OSA-246	PC Applications Integration	3
OSA-250	Records Management	2
OSA-255	Administrative Office Procedures	3
OSA-260	Seminar	1

Electives—Select three credit hours from the following:

BUS-100	Introduction to Business	3
LSC-110	Fundamentals of Meeting Planning	3
MIS-141	Web Page Authoring and Publishing	3
OSA-116	Outlook	1
OSA-232	Desktop Publishing	3
OSA-234	Introduction to PC Graphics	3
OSA-275	PC Applications for Power Users	3

Office Administrator Concentration—18 credits

Required Special Career Courses—15 credits as follows:

BUS-226	Business Ethics	3
BUS-231	Principles of Management	3
OSA-246	PC Applications Integration	3
OSA-255	Administrative Office Procedures	3
PSY-201	Human Relations in Organizations	3

Electives—Select three credit hours from the following:

BUS-100	Introduction to Business	3
LSC-110	Fundamentals of Meeting Planning	3
MIS-141	Web Page Authoring and Publishing	3
OSA-116	Outlook	1
OSA-232	Desktop Publishing	3
OSA-234	Introduction to PC Graphics	3
OSA-275	PC Applications for Power Users	3

* May need to be repeated. Minimum skill level recommended for employment: 50 wpm.

A pre- or corequisite may be required for some courses.

Legal Office Assistant Concentration—18 credits

Required Special Career Courses—15 credits as follows:

BUS-110	Legal Environment	3
OSA-102	Document Formatting	3
* OSA-104	Keyboarding Speed and Accuracy	1
OSA-246	PC Applications Integration	3
OSA-250	Records Management	2
OSA-252	Legal Terminology and Procedures	3

Electives—Select three credit hours from the following:

BUS-136	Business Law	3
OSA-116	Outlook	1
OSA-232	Desktop Publishing	3
OSA-243	Business Writing	2
OSA-260	Seminar	1

Desktop Publishing Specialist Concentration—18 credits

Required Special Career Courses—18 credits as follows:

OSA-125	Introduction to Website Design	3
OSA-232	Desktop Publishing	3
OSA-234	Introduction to PC Graphics	3
OSA-235	Desktop Publishing Applications	3
OSA-236	PC Graphics Applications	3
MIS-141	Web Page Authoring and Publishing	3

Electives—None

Web Design Assistant Concentration—18 credits

Required Special Career Courses—15 credits as follows:

MIS-141	Web Page Authoring and Publishing	3
OSA-125	Introduction to Website Design	3
OSA-135	Website Applications	3
OSA-234	Introduction to PC Graphics	3
OSA-236	PC Graphics Applications	3

Electives—Select three credit hours from the following:

MIS-105	Programming Principles	3
MIS-241	Advanced Web Page Authoring	3
OSA-232	Desktop Publishing	3
OSA-246	PC Applications Integration	3

PC Applications Help Desk Specialist Concentration—18 credits

Required Special Career Courses—18 credits as follows:

LAN-111	IT Hardware Essentials	3
MIS-121	Networking for Business	3
OSA-246	PC Applications Integration	3
OSA-275	PC Applications for Power Users	3
PSY-201	Human Relations in Organizations	3

Electives—Select three credit hours from the following:

BUS-100	Introduction to Business	3
MIS-105	Programming Principles	3
MIS-141	Web Page Authoring and Publishing	3
OSA-116	Outlook	1
OSA-232	Desktop Publishing	3
OSA-234	Introduction to PC Graphics	3
OSA-243	Business Writing	3

Medical Secretary—18 credits

Required Special Career Courses—18 credits as follows:

MRT-105	Beginning Medical Transcription	3
MRT-110	Medical Terminology	3
MRT-111	Health Information Management	4
OSA-102	Document Formatting	3
* OSA-104	Keyboarding Speed and Accuracy	1
OSA-116	Outlook	1
OSA-255	Administrative Office Procedures	3

Electives—None

Administrative Assistant

Certificate—36 credit hours

Curriculum Code 1315

This program prepares students for positions as administrative assistants, executive assistants, and office assistants. Graduates acquire strong skills in computer applications, written communications, and office procedures. Keyboarding, proofreading, document formatting, and language skills are emphasized.

Program prerequisite: keyboarding skill of 26 net words per minute. Students who need to reach this skill level may enroll in OSA-100, Keyboarding I.

Required Career Courses—34 credits as follows:

IMS-115	Introduction to PC Applications	3
MIS 146	PC Operating Systems	3
OSA-102	Document Formatting	3
OSA-103	Office Language Skills	3
* OSA-104	Keyboarding Speed and Accuracy	1
OSA-122	Electronic Spreadsheets	3
OSA-145	PC Word Processing	3
OSA-230	Business Presentations	3
OSA-246	PC Applications Integration	3
OSA-249	Accounting for Office Professionals	3
OSA-255	Administrative Office Procedures	3
OSA-257	Database Management	3

Electives—Select at least 2 credit hours from the following:

BUS-100	Introduction to Business	3
LSC-110	Fundamentals of Meeting Planning	3
MIS-141	Web Page Authoring and Publishing	3
MIS-111	Internet Technologies	3
OSA-116	Outlook	1
OSA-232	Desktop Publishing	3
OSA-234	Introduction to PC Graphics	3
OSA-243	Business Writing	2
OSA-250	Records Management	2
OSA-258	Internship	3
OSA-260	Seminar	1
OSA-275	PC Applications for Power Users	3

* May need to be repeated. Minimum skill level recommended for employment: 50 wpm.

A pre- or corequisite may be required for some courses.

Desktop Publishing and Graphics

Certificate—12 credit hours

Curriculum Code 1312

This certificate equips students with the skills to format type-script and graphic elements using computer software to produce publication-ready material. This program is designed for the experienced computer user who possesses strong skills in Microsoft Windows navigation and computer application packages. It is appropriate for students who have earned a degree previously or who can prove substantial work experience. Students who are interested in beginning a career in graphics or desktop publishing and do not possess these prerequisite skills should meet with the department chair or coordinator to plan appropriate course selections.

Required Career Courses—12 credits as follows:

OSA-232	Desktop Publishing	3
OSA-234	Introduction to PC Graphics	3
OSA-235	Desktop Publishing Applications	3
OSA-236	PC Graphics Applications	3

Legal Office Assistant

Certificate—36 credit hours

Curriculum Code 1316

This program prepares students for positions as administrative assistants in a legal office. Graduates are skilled in general office applications with an emphasis on legal terminology and procedures. Students acquire skills in preparing legal papers and correspondence such as summonses, complaints, motions, and subpoenas and become familiar with legal research. Graduates of this program must possess excellent keyboarding and proofreading skills.

Program prerequisite: keyboarding skill of 26 net words per minute. Students who need to reach this skill level may enroll in OSA-100, Keyboarding I.

Required Career Courses—33 credits as follows:

BUS-110	Legal Environment in Business	3
IMS-115	Introduction to PC Applications	3
MIS-111	Internet Technologies	3
MIS-146	PC Operating Systems	3
OSA-102	Document Formatting	3
OSA-103	Office Language Skills	3
* OSA-104	Keyboarding Speed and Accuracy	1
OSA-145	PC Word Processing	3
OSA-243	Business Writing	2
OSA-246	PC Applications Integration	3
OSA-250	Records Management	2
OSA-252	Legal Terminology and Procedures	3
OSA-260	Seminar	1

Electives—Select at least three credit hours from the following:

BUS-136	Business Law	3
OSA-116	Outlook	1
OSA-122	Electronic Spreadsheets	3
OSA-230	Business Presentations	3
OSA-249	Accounting for Office Professionals	3
OSA-257	Database Management	3
OSA-258	Internship	3

PC Applications Help Desk

Certificate—34 credit hours

Curriculum Code 1311

This program prepares students for entry-level positions in user support for PC applications. Students acquire hardware and software knowledge and customer service skills necessary to troubleshoot and resolve basic PC and applications problems. Students pursuing this program learn to answer questions or resolve computer problems for clients in person, via telephone or from remote location. They may provide assistance concerning the use of computer hardware and software including printing, installing hardware and software, application programs, electronic mail, and operating systems.

Required Career Courses—34 credits as follows:

LAN-111	IT Hardware Essentials	3
IMS-115	Introduction to PC Applications	3
MIS-111	Internet Technologies	3
MIS-121	Networking for Business	3
MIS-146	PC Operating Systems	3
OSA-116	Outlook	1
OSA-122	Electronic Spreadsheets	3
OSA-145	PC Word Processing	3
OSA-230	Business Presentations	3
OSA-246	PC Applications Integration	3
OSA-257	Database Management	3
PSY-201	Human Relations in Organizations	3

* May need to be repeated. Minimum skill level recommended for employment: 50 wpm.

A pre- or corequisite may be required for some courses.

Microsoft Office Specialist

Certificate—22 credit hours

Curriculum Code 1456

This program is appropriate for any individual who wishes to become proficient in microcomputer applications to further advance his or her current position or to open doors to new opportunities in the workplace. This certificate may be applied to the Administrative Assistant certificate, the PC Applications Help Desk certificate, and the A.A.S. degree in Office Systems and Applications. Students pursuing certificates and degrees in business should consider this certificate as well. Courses in this certificate prepare students for Microsoft Office Specialist certification.

For more information, visit www.morainevalley.edu/ims/mos.htm.

Program prerequisites: keyboarding skill of 26 nwpm. Students who need to reach this skill level should enroll in OSA-100, Keyboarding I. Students with little or no knowledge of microcomputers should also enroll in IMS 100, Personal Computer Basics.

Required Career Courses—22 credits as follows:

IMS-115	Instruction to PC Applications	3
MIS-146	PC Operating Systems	3
OSA-116	Outlook	1
OSA-122	Electronic Spreadsheets	3
OSA-145	PC Word Processing	3
OSA-230	Business Presentations	3
OSA-246	PC Applications Integration	3
OSA-257	Database Management	3

Receptionist/Office Assistant

Certificate—19 credit hours

Curriculum Code 1214

This program prepares students for positions as receptionists and office assistants. Students learn proper techniques and procedures for greeting visitors, handling incoming calls, sorting and routing incoming materials, and performing general administrative duties. Filing, document formatting, and language skills are emphasized.

Program prerequisite: keyboarding skill of 26 nwpm. Students who need to reach this skill level may enroll in OSA 100.

Required Career Courses—19 credits as follows:

IMS-100	Personal Computer Basics	1
IMS-115	Introduction to PC Applications	3
MIS-108	Internet Basics	1
OSA-102	Document Formatting	3
OSA-103	Office Language Skills	3
* OSA-104	Keyboarding Speed and Accuracy	1
OSA-116	Outlook	1
OSA-250	Records Management	2
OSA-255	Administrative Office Procedures	3
OSA-260	Seminar	1

A pre- or corequisite may be required for some courses.

Data Entry

Certificate—7 credit hours

Curriculum Code 1317

This program prepares students to utilize a keyboard to enter data from source documents into a computer, with students completing tasks such as entering alphabetic, numeric, or symbolic keystrokes. Students learn to compile, sort, and verify the accuracy of data to be entered. Keyboarding accuracy is stressed.

Required Career Courses—7 credit hours as follows:

IMS-115	Instruction to PC Applications	3
OSA-100	Keyboarding	3
* OSA-104	Keyboarding Speed and Accuracy	1

*May need to be repeated. Minimum skill level recommended for employment: 40 nwpm.

Medical Secretary

Certificate—34 credit hours

Curriculum Code 1318

This program prepares students for administrative assistant positions in medical offices or in health-related industries. Students gain knowledge of administrative and receptionist duties, medical transcription, and data entry. They will be prepared to produce reports, schedule appointments, answer telephones, and interact with vendors and patients. Familiarity with medical terminology, filing procedures, and computer applications is included.

Program prerequisite: keyboarding skill of 26 nwpm. Students who need to reach this skill level may enroll in OSA-100.

Required Career Courses—34 credit hours as follows:

IMS-115	Instruction to PC Applications	3
MRT-105	Beginning Medical Transcription	3
MRT-110	Medical Terminology	3
MRT-111	Health Information Management	4
OSA-102	Document Formatting	3
OSA-103	Office Language Skills	3
* OSA-104	Keyboarding Speed and Accuracy	1
OSA-116	Outlook	1
OSA-122	Electronic Spreadsheets	3
OSA-145	PC Word Processing	3
OSA-230	Business Presentations	3
OSA-255	Administrative Office Procedures	3
OSA-260	Seminar	1

* May need to be repeated. Minimum skill level recommended for employment: 50 wpm.

Paraprofessional Educator

This program consists of one degree and one certificate.

A.A.S. Degree—62 credit hours

Curriculum Code 1470

This program can prepare you for a career as a paraprofessional educator (teacher's aide) in regular and special education classes in elementary and secondary schools and in social service agencies. Moraine Valley's program provides you with a strong foundation for a career in education through classroom work and observation in the field. Employment of paraprofessionals is expected to grow.

Required General Education Courses—19 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
PSY-101	Introduction to Psychology	3
	Choose 3 credits from Social Science general education list	3
	Choose 3 credits from Humanities/Fine Arts general education list	3
	<i>Recommended that students choose a Non-Western or Third World Cultures course</i>	
	Choose a laboratory science course	4

Required Career Courses—28 credits as follows:

EDU-100	Introduction to Education	3
EDU-102	Introduction to Paraprofessional Educator	3
EDU-103	Observation/Clinical Experience	1
EDU-104	Principles of Reading	3
EDU-110	Technology for Educators	3
EDU-111	Students with Disabilities in School	3
EDU/LIT-205	Literature for Children Through Young Adult	3
PSY-104	Life-Span Developmental Psychology	3
MTH-102	Mathematics for Paraprofessionals	
	<i>or</i>	
MTH-121	Math for Teachers I	3
PSY-215	Educational Psychology	3

Electives—Select 15 credits from the following:

ADC-205	Substance Abuse	3
ART-110	Art Appreciation	3
CCA-101	Introduction to Early Childhood Education	3
CCA-105	Health, Safety and Nutrition—Young Child	
	<i>or</i>	
PEH-171	A Healthy Lifestyle and You	3
CCA-106	Creative Activities	3
COL-101	College: Changes, Challenges, Choices	1
COM-102	Composition II	3
CRJ-107	Juvenile Delinquency and Procedures	3
* EDU-105	Classroom Management	3
EDU-233	Paraprofessional Educator Internship	3
EDU-237	Paraprofessional Educator Seminar	1
	Select 4-8 credits in a foreign language sequence.	
IMS-100	Personal Computer Basics	1
MTH-122	Math for Teachers II	3
MUS-107	Music Appreciation	3
PEH-181	Fundamentals of Rhythmical Movement	2
PSY-205	Abnormal Psychology	3
	Science elective to complete sequence	4
SOC-102	Marriage and the Family	3

* Recommended

Paraprofessional Educator

Certificate—31 credit hours

Curriculum Code 1270

This program prepares students for careers as teacher's aides in regular and special education classes in elementary and secondary schools, and in social agencies.

Employment of teacher aides is expected to grow faster than the average for all occupations through the year 2008. Many jobs will become available as the result of workers transferring to other occupations or leaving the labor force, as well as increasing student enrollments. An increasing number of teacher aides have been hired to assist teachers, and this trend should continue, with many working in special education and English as a second language.

Required General Education Courses—6 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3

Required Career Courses—25 credits as follows:

EDU-100	Introduction to Education	3
EDU-102	Intro to Paraprofessional Educator	3
EDU-103	Observation/Clinical Experience	1
EDU-104	Principles of Reading	3
EDU-105	Classroom Management	3
EDU-110	Technology for Educators	3
EDU-111	Students with Disabilities in School	3
PSY-104	Life-Span Developmental Psychology	3
MTH-102	Mathematics for Paraprofessionals	
	<i>or</i>	
MTH-121	Math for Teachers I	3

A pre- or corequisite may be required for some courses.

Phlebotomy (Blood Collection)

This program consists of one certificate.

Certificate—8 credit hours

Curriculum Code 1306

Laboratory scientists, technologists and technicians require blood specimens that have been obtained promptly, efficiently and safely by qualified phlebotomists. The phlebotomist is an integral member of the laboratory team. This individual must be well trained in all aspects of specimen collection and processing. The phlebotomist must also be able to maintain high standards of professionalism with clients or patients. To ensure quality training is available to persons interested in this field of work, Moraine Valley has developed a training program in phlebotomy. This certificate program presents the basics of phlebotomy in two courses consisting of eight credit hours.

Employment opportunities for phlebotomists are widespread. The growth is driven by the increased medical needs of an aging population and more diagnostic testing. Locally, the labor market is growing, primarily due to the increase in home health care services and employment opportunities with contract laboratory organizations.

Accreditation/Approval

The Phlebotomy Program curriculum is approved by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS). Moraine Valley's Phlebotomy Program is one of four programs in the nation to earn NAACLS charter approval.

Certification

Program graduates are eligible to take the phlebotomy certification examination of their choice.

Program Requirements

- Students must achieve a minimum passing grade of "C" (2.0) in both lecture and laboratory portions of Principles and Practice of Phlebotomy (PHB-110).
- Students must submit a completed health history and physical form signed by a physician prior to clinical assignment.
- Students are responsible for transportation to and from clinical affiliates.
- Students are responsible for securing their own uniform for clinical rotations.
- A complete high school transcript showing date of graduation or a GED certificate must be submitted to the coordinator prior to completion of the program.
- A liability insurance fee is required.
- The college requires that students have minimal health insurance coverage.

A pre- or corequisite may be required for some courses.

Program Calendar

Students may complete the program in any two consecutive semesters. Students may opt to complete their clinical rotations at any time within one year of their completion of PHB-110.

Required Career Courses—eight credits as follows:

PHB-110	Principles and Practice of Phlebotomy	6
PHB-112	Phlebotomy Clinical Practice	2

Polysomnography Technologist

This program consists of one certificate.

Certificate—24 credit hours

Curriculum Code 1441

This certificate program prepares graduates for careers in sleep disorders. Polysomnographic technologists are specialists who work in sleep disorder centers. Technologists operate, monitor and troubleshoot computerized sleep equipment, collecting and analyzing physiologic patient data. PSG technicians also work closely with physicians and other sleep specialists participating in patient education and treatment plan coordination. The curriculum includes cardiopulmonary anatomy and physiology, normal and abnormal sleep, and diagnostic and therapeutic techniques performed by polysomnographic technologists. Most PSG positions are on a 10- or 12-hour midnight schedule.

Admissions Requirements for Polysomnography Technologist:

One year of high school algebra or Moraine Valley course MTH-095 or higher, or an equivalent course at another college with a grade of “C” or better.

One year of high school biology with a lab, or one semester of college-level biology with a lab with a grade of “C” or better (such as BIO-111 or BIO-115)

A minimum grade point average of 2.5 on a four-point scale. A person with a GPA between 2.0 and 2.5 with a strong science background will be considered on a space-available basis. The high school GPA will be used unless 12 hours of college credit can be applied.

Fees—Fees associated with the polysomnography program include use of equipment, some supplies and malpractice insurance for the clinical course. Additional expenses include the cost of a lab coat, identification badge, and program patch.

Health Physical—Prior to clinical placement, admitted students must submit a complete health history and physical form signed by the applicant and physician. The health physical includes laboratory tests and immunizations required by clinical affiliates. Questions about the health physical should be directed to the program coordinator. Health physical forms may be obtained from the Admissions Office. The student is encouraged to maintain a copy of all health physical information submitted to the program.

Additional Requirements—A current health care provider level CPR card from the American Health Association is required for clinical placement. A criminal background check and drug screen may be required by the clinical affiliate prior to clinical placement.

Re-Application—Applicants not selected for one starting class are responsible for reactivating and updating their application file for subsequent starting classes. Re-applicants must complete a new polysomnography admission application and submit to the Admissions Office during the application period as stated in the Admissions and Registration section of this catalog.

Required Career Courses—24 credits as follows:

BIO-115	Anatomy and Physiology	5
MRT-110	Medical Terminology	3
MRT-130	Computers in Allied Health	1
PSG-105	Polysomnography Patient Care I	3
PSG-110	Cardiopulmonary Physiology	3
PSG-115	Polysomnography Patient Care II	4
PSG-120	Polysomnography Clinical Application	4
RES-200	EKG Application and Theory	1

*Note: PSG-105 and 110 are corequisites
PSG-115 and 120 are corequisites*

A pre- or corequisite may be required for some courses.

Private Protective Services

This program consists of one certificate.

Certificate—30 credit hours

Curriculum Code 1307

This certificate program prepares students for entry-level positions in private security

Job openings in loss prevention and security guarding are expected to be plentiful through 2008, primarily due to high turnover. Many opportunities are expected for persons seeking full-time employment, as well as those seeking part-time or second jobs. Some competition is expected for in-house security guard positions, and job growth is expected to be concentrated among contract security guard agencies because engaging the services of a security guard firm is easier and less costly. Employment potential for Illinois is large and stable.

Required General Education Courses—six credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3

Required Career Courses—13 credits as follows:

PEH-170	First Aid	3
SLP-100	Unarmed Security Guard Training	1
SLP-101	Introduction to Security	3
SLP-106	Crisis Management	3
SLP-107	Security Procedures	3

Concentrations

Students may select an entry-level officer, supervisory, or life safety concentration.

Entry-Level Officer—Select 11 credits from the following:

ADC-230	Special Topics	1
CRJ-104	Investigation and Criminal Evidence	3
CRJ-206	Substantive Criminal Law	3
SLP-103	Armed Security Guard Training	1
SLP-104	Firearms I	2
SLP-108	Applied Security Operations	3
SLP-109	Private Alarm Training	1
SLP-114	Hospital Security	3
SLP-201	Specialized Security Problems	3
SLP-206	Security and the Law	3
SLP-210	Special Topics in Security	1-3
SLP-219	Contemporary Issues: Security	2

Optional Courses:

SLP-233	Internship	3
SLP-237	Seminar	1

Supervisory—Select 11 credits from the following:

ADC-230	Special Topics	1
BUS-142	Financial Accounting	4
BUS-231	Principles of Management	3
IMS-101	Introduction to Computers	3
PHI-111	Critical Thinking	3
PSY-201	Human Relations in Organizations	3
SLP-210	Special Topics in Security	1-3
SLP-219	Contemporary Issues: Security	2

Life Safety—Select 11 credits from the following:

EMS-100	First Responder	2
EMS-101	Emergency Medical Technician	6
FIS-103	Fire Prevention Principles I	3
FIS-204	Hazardous Materials First Responder	3

A pre- or corequisite may be required for some courses.

Psychiatric Rehabilitation Technician

This program consists of one certificate.

Certificate—16 credit hours

Curriculum Code 1445

The Psychiatric Rehabilitation certificate program (PRCP) is a training program addressing the needs of the entire range of entry-level jobs in the mental health service delivery system for individuals who are not credentialed in one of the traditional mental-health related fields. PRCP is designed to provide individuals with necessary background and skills needed to work with individuals with severe mental and/or drug, alcohol, and abuse problems. The certificate can also provide needed in-service training for those who are already employed in mental health positions. Each course emphasizes a philosophy of consumer empowerment and rehabilitation, and focuses on the practical skills that paraprofessionals need to do their jobs. The certificate is available for students to pursue on-line as well as in the traditional classroom format.

Required Career Courses—16 credits as follows:

PSR-120	Survey of Psychiatric Rehabilitation	3
PSR-125	Psychiatric Rehabilitation Skills	3
PSR-130	Health Skills for Psychiatric Rehabilitation	3
PSR-135	Vocational Rehabilitation and Community Skills	3
PSR-220	Psychiatric Rehab Internship I	1
PSR-225	Psychiatric Rehabilitation Internship II	1
PSR-230	Psychiatric Rehab Internship III	1
PSR-235	Psychiatric Rehab Internship IV	1

*Note: PSR-120/PSR-220 are corequisites
 PSR-125/PSR-225 are corequisites
 PSR-130/PSR-230 are corequisites
 PSR-135/PSR-235 are corequisites*

A pre- or corequisite may be required for some courses.

Radiologic Technology

This program consists of one degree.

A.A.S. Degree—67 credit hours

Curriculum Code 1240

Prepares graduates for professional careers in the medical health field. Graduates are eligible for employment in hospitals, clinics and physicians' offices. The program includes instruction in radiologic technique theory, patient positioning for diagnostic procedures and progressive clinical experience.

Admitted students who wish to earn an Associate in Science degree in addition to an Associate in Applied Science degree should consult with an advisor in the Academic Advising Center.

Employment of radiologic technologists is expected to grow as fast as the average for all occupations through 2008, as the health care industry grows and because of the vast clinical potential of diagnostic imaging and therapeutic technology. However, while a significant increase in radiologic technologist employment is anticipated, job seekers are likely to face competition from many other qualified applicants for most openings through 2006.

Accreditation

Accredited by the Joint Review Committee on Education in Radiologic Technology.

Admission Requirements

See Admission to Health Science Programs in the Admission and Registration section of this catalog, page 13.

Health Physical/Re-Application—Prior to enrollment, admitted students must submit a completed health history and physical form signed by a physician.

Applicants not selected for one starting class are individually responsible for reactivating and updating their application file for subsequent starting classes. Re-applicants must complete a new application form and submit it to the Admissions Office during the applicable time period.

Transfer Students—Placement is considered on an individual basis.

Certification

Program graduates are eligible to take the national examination of the American Registry of Radiologic Technologists.

Program Requirements

- Students must earn a grade of "C" (2.0) or better in each required career course (theory and clinical).
- Students are responsible for transportation to and from clinical affiliates.
- Students are responsible for securing uniforms.
- A liability insurance fee is required.

A pre- or corequisite may be required for some courses.

- The college requires that students have minimal health insurance coverage.

Program Calendar

For students who attend full time, this 26-month program starts in June of each year and includes two academic years and three summer sessions. Students who attend part-time may complete their general education courses prior to program enrollment. The required biology and mathematics courses must be completed within five years of program admission. Exceptions may be granted on an individual basis upon approval of the program coordinator. The required career courses must be taken in the sequence shown in the next section.

Required General Education Courses—21 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
Select three credits from PSY-101, PSY-104, PSY-201		3
Select a minimum of two credits from ANT, ECO, GEO, HIS, PSC, PSY, SOC, SSC		2
BIO-115 or BIO-180 and BIO-181		5
MTH-109		2
Select three credits from ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE		3

Required Career Courses in Sequence—46 credits as follows:

MRT-110	Medical Terminology	3
MRT-130	Computers for Allied Health	1
PHB-105	Phlebotomy for Health Care Providers	1
RAD-127	Introduction to Radiologic Technology	1
RAD-129	Radiation Protection	1
RAD-130	Principles of Radiographic Exposure	3
RAD-131	Principles of Radiographic Positioning I	3
RAD-132	Principles of Radiographic Positioning II	3
RAD-133	Principles of Radiologic Technology	2
RAD-136	Clinical Education I	2
RAD-138	Clinical Education II	2
RAD-139	Clinical Education III	2
RAD-140	Radiographic Processing	1
RAD-141	Pediatric Radiography	1
RAD-240	Radiologic Physics	4
RAD-241	Advanced Radiologic Technology I	3
RAD-243	Application of Radiography to Pathology	1
RAD-244	Radiobiology	2
RAD-245	Advanced Clinical Education I	2
RAD-246	Advanced Clinical Education II	2
RAD-247	Advanced Clinical Education III	2
RAD-248	Departmental Administration	1
RAD-250	Radiographic Equipment and Imaging Modalities	3

Recreation Management

This program consists of one degree.

A.A.S. Degree—64 credit hours

Curriculum Code 1261

Prepares graduates for professional careers in the recreation industry. Graduates are eligible for employment in park districts, corporate recreation, commercial recreation, and employee recreation. The program includes instruction in facility management, program planning, budgeting, computer skills, and public relations. Graduates may apply for Illinois Parks and Recreation Association certification.

Employment of recreation leaders is expected to grow as fast as the average for all occupations through the year 2008 as growing numbers of people possess both the time and money to purchase leisure services. Growth in these jobs will stem from an increased interest in fitness and health, and the rising demand for recreational opportunities for older adults in senior centers and retirement communities.

Required General Education Courses—25 credits as follows:

BIO-111	General Biology I	4
COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3
MTH-120	General Education Mathematics	3
PSY-101	Introduction to Psychology	3
SOC-101	General Sociology	3
Select three credits from ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE		3

Required Career Courses—30 credits as follows:

IMS-115	Introduction to PC Applications	3
REC-101	Recreation and Wellness Professions	3
REC-102	Leisure and Aging	3
REC-120	Recreation Programming	3
REC-124	Facility Management	3
REC-180	Perceptual Motor Development	3
REC-182	Recreation for Special Populations	3
REC-201	Activity Leadership	3
REC-205	Professional Issues	2
REC-233	Recreation Management Practicum	3
REC-237	Recreation Management Seminar	1

Electives—Select nine credits from the following:

ART-107	Arts and Crafts	3
BUS-110	Legal Environment in Business	3
BUS-231	Business Management	3
CCA-106	Creative Activities	3
COM-201	Business and Technical Writing	3
IMS-101	Introduction to Computer Systems	3
LSC-109	Tour/Itinerary Planning	3
LSC-110	Fundamentals of Meeting Planning	3
PEH-170	First Aid	3
PEH-190	Outdoor Recreation and Nature Study	3
PSY-201	Human Relations in Organizations	3
RTM-101	Introduction to Hospitality Industry	3
SLP-106	Crisis Management	3
THE-150	Creative Dramatics	3

A pre- or corequisite may be required for some courses.

Recreation Therapy

This program consists of one degree.

A.A.S. Degree—62 credit hours

Curriculum Code 1259

Prepares graduates for professional careers in recreation therapy. Graduates are eligible for employment in physical rehabilitation centers, medical rehabilitation centers, hospitals, long-term care, skilled care, adult day care, alcohol and drug treatment centers, special recreation associations, and mental health agencies. The program includes instruction in program planning, disability information, leadership techniques, and public relation skills.

Employment of recreation therapists is expected to grow because of anticipated expansion of long-term care, physical and psychiatric rehabilitation, and services for the disabled. Hospitals will provide a large number of recreation therapy jobs, with additional jobs provided by long-term rehabilitation and psychiatric hospitals. The rapidly growing number of older persons is expected to spur job growth for activity directors in nursing homes, retirement communities, adult day care programs and social service agencies. Continued growth is expected in community residential facilities, park districts and day care programs for people with disabilities.

Required General Education Courses—26 credits as follows:

BIO-115	Anatomy and Physiology	5
COM-101	Composition I	3
COM-102	Composition II	3
COM-103	Speech Fundamentals	3
PSY-101	Introduction to Psychology	3
SOC-101	General Sociology	3
MTH-120	General Education Mathematics	3
Select three credits from ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE		3

Required Career Courses—27 credits as follows:

REC-101	Recreation and Wellness Professions	3
REC-102	Leisure and Aging	3
THR-150	Recreation Therapy Techniques I	3
THR-152	Recreation Therapy Techniques II	3
REC-180	Perceptual Motor Development	3
REC-182	Recreation for Special Populations	3
REC-201	Activity Leadership	3
REC-205	Professional Issues	2
THR-233	Recreation Therapy Practicum	3
THR-237	Recreation Therapy Seminar	1

Electives—Select nine credits from the following:

Electives to enhance skills identified to be important in the field.

ADC-101	Introduction to Addictions Counseling	3
ADC-205	Substance Abuse	3
CRJ-107	Juvenile Delinquency and Procedures	3
MRT-110	Medical Terminology	3
PEH-160	Human Movement	3
PEH-170	First Aid	3
PEH-171	A Healthy Lifestyle and You	3
PEH-190	Outdoor Recreation and Nature Study	3
PSR-120	Survey of Psychiatric Rehabilitation	3
PSR-125	Psychiatric Rehabilitation Skills	3
PSR-130	Health Skills Psychiatric Rehabilitation	3

Electives to ease transfer for those interested students.

PSY-104	Life-Span Developmental Psychology	3
PSY-105	Child Psychology	3
PSY-106	Adolescent Psychology	3
PSY-205	Abnormal Psychology	3
PSY-210	Adult Psychology	3
SPA-101	Spanish I	4
SPA-102	Spanish II	4

A pre- or corequisite may be required for some courses.

Respiratory Therapy Technology

This program consists of one degree.

A.A.S. Degree—74 credit hours

Curriculum Code 1241

Prepares students as critical-care specialists to assist a primary-care physician in managing serious heart and lung disorders. Qualified respiratory therapists are responsible for administering medical gases, managing electronic monitoring equipment, controlling life-support systems, and handling various medical emergencies. Related responsibilities may include diagnostic testing of breathing disorders, rehabilitation of patients with long-standing pulmonary disease, and asthma education.

Admitted students who wish to earn an Associate in Science degree in addition to an Associate in Applied Science degree should consult with the Allied Health and Nursing Program advisor in the Academic Advising Center.

Job opportunities are expected to remain good. Employment of respiratory therapists is expected to increase much faster than average because of substantial growth of middle-aged and elderly populations. Locally, the labor market should grow much faster than average for licensed therapists due to changes in Illinois licensing law. It is expected that entry-level licensed therapists will be in high demand due to the legislative changes.

Accreditation—Accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) and the Joint Review Committee for Respiratory Therapy Education. Sponsored by the American Association of Respiratory Therapy, American College of Chest Physicians, American Society of Anesthesiologists, and American Thoracic Society.

Admission Requirements—See Admission to Health Science Programs in the Admission and Registration section of this catalog, page 13.

Health Physical—Prior to clinical placement, admitted students must submit a complete health history and physical form signed by the applicant and physician. The health physical includes laboratory tests and immunizations required by clinical affiliates. Questions about the health physical should be directed to the program coordinator. Health physical forms may be obtained from the Admissions Office. The student is encouraged to maintain a copy of all health physical information submitted to the program.

Re-Application—Applicants not selected for one starting class are individually responsible for reactivating and updating their application file for subsequent starting classes. Re-applicants must complete a new application form and submit it to the Admissions Office during the applicable time period.

Readmission—Upon withdrawal or failure to maintain a minimum grade of “C” in any required course in the Respiratory Therapy Program, students must receive permission from program faculty before they may be considered for readmission.

They must also meet any current requirements for readmission contained in the Program Policy Guide issued to students upon beginning the program. If all stipulations are met, readmission is still contingent on space-available considerations.

Certification

Graduates of the Respiratory Therapy Program are qualified to take the Registry Examination administered by the National Board of Respiratory Care (NBRC) upon successful completion of the NBRC entry-level exam.

Program Requirements

- Students must earn a grade of “C” (2.0) or better in each required career course (theory and clinical).
- Students are responsible for transportation to and from clinical affiliates.
- Students are responsible for securing uniforms.
- A liability insurance fee is required.
- The college requires that students have minimal health insurance coverage.

Additional Requirements—A current health care provider level CPR card from the American Heart Association is required for clinical placement. A criminal background check and drug screen may be required by the clinical affiliate prior to clinical placement.

Program Calendar

For students who attend full time, the two-year program starts in the fall term and includes four semesters and one summer term. Part-time students may complete general education requirements prior to program enrollment. The required biology, chemistry and mathematics courses must be completed within five years of program admission. Exceptions may be granted on an individual basis by the program coordinator. The required career courses must be taken in sequence.

Required General Education Courses—29 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
BIO-180	Human Anatomy and Physiology I	4
BIO-181	Human Anatomy and Physiology II	4
MTH-109	Math for Allied Health	2
CHM-111	Fundamentals of Chemistry	4
Select three credits from ART, FRE, GER, HUM, JPN, LIT,		
MUS, PHI, SPA, THE		3
PSY-104	Life-Span Developmental Psychology	3
PSY-201	Human Relations in Organizations	3

A pre- or corequisite may be required for some courses.

Required Career Courses in Sequence—44 credits as follows:

MRT-110	Medical Terminology	3
RES-137	Microorganisms and Disease Prevention	1
RES-141	Respiratory Therapy Procedures I	7
RES-142	Respiratory Therapy Procedures II	7
RES-145	Respiratory Therapy Patient Care	2
RES-154	Clinical Practice I	2
RES-157	Clinical Practice II	6
RES-158	Advanced Physiology and Clinical Application	2
RES-250	Clinical Practice III	4
RES-251	Clinical Practice IV	4
RES-254	Respiratory Therapy Procedures III	3
RES-255	Respiratory Therapy Procedures IV	3

Required Elective Career Courses—Choose one of the following:

PHB-105	Phlebotomy for Health Care Providers	1
RES-200	EKG Application and Theory	1

A pre- or corequisite may be required for some courses.

Restaurant/Hotel Management

This program consists of one degree and two certificates.

A.A.S. Degree—66 credit hours

Curriculum Code 1256

The Restaurant/Hotel Management curriculum applies small-business management training to the hospitality industry in general, and the restaurant and hotel industry in particular. Management operations taught include personnel, inventory control, accounting, menu planning, food preparation, marketing, layout and design, front desk procedures, and catering.

Employment of restaurant and food service managers is expected to increase as fast as the average for all occupations through the year 2008. In addition to growing demand for managers, the need to replace managers who transfer to other occupations or stop working for a variety of reasons will create many new jobs. Job opportunities are expected to be best for persons with associate's or bachelor's degrees in restaurant and institutional food service management.

Required General Education Courses—22 credits as follows:

BUS-120	Business Mathematics (MTH-098 or above can be substituted. BUS-120 is a course for students not intending to transfer to a four-year school.)	3
COM-101	Composition I	3
COM-103	Speech Fundamentals	3
ECO-101	Principles of Macroeconomics	
<i>or</i>		
ECO-102	Principles of Microeconomics	3
Select three credits from GEO-101, 102; PSY-101, 104; SOC-101; SSC-101		
Select three credits from ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE		
Select four credits from BIO, CHM, EAS, GEL, NAT, PHS, PHY, or MTH-098 or above		

Required Career Courses—36 credits as follows:

BUS-142	Financial Accounting	4
IMS-115	Introduction to PC Applications	3
RTM-100	Food Service Sanitation	2
RTM-101	Introduction to Hospitality Industry	3
RTM-102	Quantity Food Production I	4
RTM-202	Quantity Food Production II	4
RTM-205	Beverage Management	3
RTM-206	Menu Writing and Marketing	3
RTM-207	Food, Beverage and Equipment Purchasing	3
RTM-220	Concepts of Hospitality Cost Control	3
** RTM-230	Hospitality Portfolio	1
RTM-231	Hospitality Supervision	3

Required Special Career Courses—Select eight credits from the following:

RTM-203	Garde Manger	4
RTM-204	Quantity Food Production III	4
RTM-208	Design and Maintenance of Food Service Facilities	3
RTM-209	Baking/Pastry I	4
RTM-210	Nutrition for Food Service Managers	3
RTM-211	Baking/Pastry II	4
RTM-222	Supervisory Housekeeping	3
RTM-223	Convention Services	3
RTM-225	Catering, Banquet and Specialty Services	3
RTM-227	Front Office Operations	3
RTM-233	Hospitality Internship	3

Beverage Management

Certificate—18 credit hours

Curriculum Code 1414

This intensive program prepares students for entry-level positions in the beverage area of restaurants or hotels.

Required Career Courses—18 credits as follows:

RTM-100	Food Service Sanitation	2
RTM-205	Beverage Management	3
RTM-206	Menu Writing and Marketing	3
RTM-207	Food, Beverage and Equipment Purchasing	3
RTM-220	Concepts of Hospitality Cost Control	3
RTM-230	Hospitality Portfolio	1
RMT-231	Hospitality Supervision	3

Restaurant/Hotel Management

Certificate—35 credit hours

Curriculum Code 1254

Prepares students for entry-level positions in the hospitality industry.

Required Career Courses—29 credits as follows:

COM-101	Composition I	3
RTM-100	Food Service Sanitation	2
RTM-101	Introduction to Hospitality Industry	3
RTM-102	Quantity Food Production I	4
RTM-202	Quantity Food Production II	4
RTM-205	Beverage Management	3
RTM-206	Menu Writing and Marketing	3
RTM-207	Food, Beverage and Equipment Purchasing	3
RTM-220	Concepts of Hospitality Cost Control	3
RTM-230	Hospitality Portfolio	1

Electives—Select six credits from the following:

RTM-222	Supervisory Housekeeping	3
RTM-223	Convention Management and Service	3
RTM-225	Catering, Banquet and Specialty Services	3
RTM-227	Front Office Operations	3
** RTM-231	Hospitality Supervision	3
RTM-233	Hospitality Internship	3

** Required to satisfy the National Restaurant Association's (NRA) Management Development Diploma Program

A pre- or corequisite may be required for some courses.

Small Business Management

This program consists of one degree.

A.A.S. Degree—63 credit hours

Curriculum Code 1411

This program is designed to provide students with the specific skills and abilities to operate a new business, or to improve operations in an existing small business. An important feature of this program is the internship/seminar component that provides on-the-job training and offers the student new to the field an opportunity to work in and evaluate a professional setting. The employer also can evaluate the student for possible full-time employment upon graduation.

Small business managers are employed in a variety of industries and capacities nationwide. Due to the nature of small businesses, starting salaries vary greatly.

Required General Education Courses—19 credits as follows:

BUS-120	Business Mathematics	
<i>or</i>		
MTH-120	General Education Mathematics	
	(recommended for transfer students)	3
COM-101	Composition I	3
COM-103	Speech Fundamentals	3
ECO-101	Principles of Macroeconomics	3
Four credits from BIO, CHM, EAS, GEL, NAT,		
	PHS, PHY, or MTH-098 or above	4
Three credits from ART, FRE, GER, HUM, JPN, LIT,		
	MUS, PHI, SPA, THE	3

Required Career Courses—38 credits as follows:

BUS-100	Introduction to Business	3
BUS-105	Small Business Management	4
BUS-110	Legal Environment in Business	
<i>or</i>		
BUS-136	Business Law	3
BUS-130	Principles of Marketing	3
BUS-142	Financial Accounting	4
BUS-145	Computer Applications in Accounting	
<i>or</i>		
OSA-122	Electronic Spreadsheets	3
BUS-170	Introduction to Human Resources	3
BUS-226	Business Ethics	3
BUS-231	Principles of Management	3
BUS-233	Internship	3
BUS-235	Personal Development	2
BUS-237	Seminar	1
IMS-115	Introduction to PC Applications	3

Electives—Select six credits from the following:

BUS-131	Principles of Retailing	3
BUS-133	Salesmanship	3
BUS-134	International Business	3
BUS-143	Managerial Accounting	4
BUS-148	Introduction to Finance	3
BUS-155	Display and Visual Merchandising	3
BUS-200	Consumer Behavior	3
BUS-215	Employee Training and Development	3
BUS-230	Advertising	3
BUS-232	Human Resources Management	3
MIS-111	Internet Technologies	3
MIS-210	Project Management	3
OSA-230	Business Presentations	3
PSY-201	Human Relations in Organizations	3

A pre- or corequisite may be required for some courses.

Travel Business Management

This program consists of one degree and two certificates.

A.A.S. Degree—62 credit hours

Curriculum Code 1288

The primary goal of this program is to give students an opportunity to develop the professional skills and expertise necessary to pursue a career in the travel industry.

Required General Education Courses—21 credits as follows:

COM-101	Composition I	3
COM-103	Speech Fundamentals	3
Select six credits from ANT, ECO, GEO, HIS, PSC, PSY, SOC, SSC		6
Select six credits from ART, FRE, GER, HUM, JPN, LIT, MUS, PHI, SPA, THE		6
†	Select three credits from BIO, BUS-120, CHM, EAS, GEL, NAT, PHS, PHY, MTH-120 or above	3

Required Career Courses—17 credits as follows:

IMS-115	Introduction to PC Applications	3
LSC-106	Introduction to Planning	3
LSC-130	Airline Ticketing I	3
LSC-133	Client Communications	2
LSC-140	Airline Computing—SABRE	
<i>or</i>		
LSC-141	Airline Computing—APOLLO	3
LSC-214	Destination Planning—North America	3

Business Electives—Select a minimum of nine credits from the following:

BUS-100	Introduction to Business	3
BUS-130	Principles of Marketing	3
BUS-133	Salesmanship	3
BUS-134	International Business	3
BUS-231	Principles of Management	3

Program Electives—Select a minimum of 15 hours from the following:

BUS-107	Basic Bookkeeping	2
LSC-108	International Travel	3
LSC-109	Tour/Itinerary Planning	2
LSC-110	Fundamentals of Meeting Planning	3
LSC-122	Special Event Management	3
LSC-131	Airline Ticketing II	2
LSC-140	Airline Computing—SABRE	
<i>or</i>		
LSC-141	Airline Computing—APOLLO	3
LSC-210	Travel Agency Management	2
LSC-225	Cruising: A-Z	2
**	LSC-234 Internship—Travel	3
**	LSC-238 Seminar—Travel	1
OSA-100	Keyboarding I	1-3
REC-101	Recreation and Wellness Professions	3

Meeting Planner

Certificate—30 credit hours

Curriculum Code 1465

This program prepares the student for a career in the meeting planning/special events industry.

Required Career Courses—30 credits as follows:

BUS-100	Introduction to Business	3
BUS-120	Business Math	3
COM-101	Composition I	3
COM-103	Speech Fundamentals	3
IMS-115	Introduction to PC Applications	3
LSC-106	Introduction to Travel Planning	3
LSC-110	Fundamentals of Meeting Planning	3
LSC-122	Special Event Management	3
LSC-133	Client Communications	2
LSC-214	Destination Planning—North America	3
OSA-100	Keyboarding I	1

† A minimum level of competency in mathematics is required for graduation for all A.A.S. degrees. This minimum competency may be demonstrated in one of two ways:

1. Placement in MTH-098 or higher; or
2. Successful completion of BUS-120, or MTH-095 or higher, or equivalent course at another college, with a grade of "C" or higher.

** LSC-234 and 238 must be taken together. Students should contact the program coordinator one semester prior to enrollment.

A pre- or corequisite may be required for some courses.

Travel-Tourism

Certificate—26 credit hours

Curriculum Code 1289

This program provides entry-level technical knowledge, skills and attitudes necessary for employment in the travel-tourism industry.

Required Career Courses—21 credits as follows:

LSC-106	Introduction to Travel Planning	3
LSC-108	International Travel	3
LSC-130	Airline Ticketing I	3
LSC-131	Airline Ticketing II	2
LSC-133	Client Communications	2
LSC-140	Airline Computing—SABRE	
<i>or</i>		
LSC-141	Airline Computing—APOLLO	3
LSC-214	Destination Planning—North America	3
LSC-225	Cruising: A-Z	2

Electives—Select five credits from the following:

IMS-115	Introduction to PC Applications	3
LSC-109	Tour and Itinerary Planning	2
LSC-110	Fundamentals of Meeting Planning	3
LSC-122	Special Events Management	3
LSC-140	Airline Computing—SABRE	
<i>or</i>		
LSC-141	Airline Computing—APOLLO	3
LSC-210	Travel Agency Management	2
** LSC-234	Internship—Travel	3
** LSC-238	Seminar—Travel	1
OSA-100	Keyboarding I	1-3
PEH-170	First Aid	3
REC-101	Recreation and Wellness Professions	3
RTM-223	Convention Management and Service	3
RTM-227	Front Desk Procedures	3

** LSC-234 and 238 must be taken together. Students should contact the program coordinator one semester prior to enrollment.

A pre- or corequisite may be required for some courses.

Welding, Advanced

This program consists of six certificates.

Certificate—33 credit hours

Curriculum Code 1229

This program prepares students for employment in the welding field. Students gain training and practice in arc/gas, SMAW, MIG, TIG, and brazing. Metallurgy, print interpretation, electrical welding circuits, and related safety procedures are introduced. Advanced training in pipe welding using the shielded metal arc process or advanced training in industrial problems are options.

Excellent opportunities are available for welders with the right skills set. Knowledgeable, well-trained and conscientious welders can find positions working with new higher-strength materials requiring special welding procedures. Trained welders are required due to new government regulations and personal safety requirements that dictate stricter codes, and more products have emerged requiring certified and qualified welders.

Required General Education Courses—three credits as follows:

** MTH	Elective	3
--------	----------	---

Required Career Courses—26 credits as follows:

WLD-104	Electrical Welding Circuits	2
WLD-105	Reading Welding Blueprints	3
WLD-111	Basic Arc/Gas Welding I	3
WLD-112	Basic Arc/Gas Welding II	3
WLD-113	Basic Welding Metallurgy	3
WLD-121	Advanced SMAW and Cutting I	3
WLD-122	Advanced SMAW and Cutting II	3
WLD-123	MIG, TIG and Brazing I	3
WLD-124	MIG, TIG and Brazing II	3

Career Program Option—Minimum of four credits chosen from one of the following options:

Option I

WLD-137	Individual Welding Problems I	2
WLD-138	Individual Welding Problems II	2

Option II

WLD-137	Individual Welding Problems I	2
WLD-160	Visual Inspection of Welds	2

Option III

WLD-140	Basic Pipe Welding I	3
WLD-141	Basic Pipe Welding II	3

** MTH-090 will satisfy this requirement. Higher-level MTH course may be substituted. Course work below the 100 level does not earn college credit.

Welding, Combination

Certificate—26 credit hours

Curriculum Code 1230

This program prepares the student for employment in welding by continuing education in the oxy-fuel and shielded metal arc welding processes with an introduction to electrical welding circuits and basic skills required for gas metal arc (MIG), gas tungsten arc (TIG), flux-cored arc, submerged arc welding processes, and related safety procedures.

Required General Education Courses—three credits as follows:

** MTH	Elective	3
--------	----------	---

Required Career Courses—23 credits as follows:

WLD-104	Electrical Welding Circuits	2
WLD-105	Reading Welding Blueprints	3
WLD-111	Basic Arc/Gas Welding I	3
* WLD-112	Basic Arc/Gas Welding II	3
* WLD-121	Advanced SMAW and Cutting I	3
* WLD-122	Advanced SMAW and Cutting II	3
* WLD-123	MIG, TIG and Brazing I	3
* WLD-124	MIG, TIG and Brazing II	3

** MTH-090 will satisfy this requirement. Higher-level MTH course may be substituted. Course work below the 100 level does not earn college credit.

Individualized Welding

Certificate—8 credit hours

Curriculum Code 1530

This program prepares the student for a career as an entry-level welder with specific skills required for an individual's preference.

Required Career Courses—8 credits as follows:

WLD-111	Basic Arc/Gas Welding I	3
WLD-112	Basic Arc/Gas Welding II	3
WLD-137	Individual Welding Problems I	2

Multi-Process Welding

Certificate—9 credit hours

Curriculum Code 1532

This program prepares the student for a career as an entry-level welder with basic knowledge of several types of welding techniques.

Required Career Courses—9 credits as follows:

WLD-111	Basic Arc/Gas Welding I	3
WLD-123	Mig, Tig and Brazing I	3
WLD-124	Mig, Tig and Brazing II	3

A pre- or corequisite may be required for some courses.

Pipe Welding

Certificate—18 credit hours

Curriculum Code 1531

This program prepares the student for a career as an entry-level welder with specific pipe welding skills required for the pipe welders union.

Required Career Courses—18 credits as follows:

WLD-111	Basic Arc/Gas Welding I	3
WLD-112	Basic Arc/Gas Welding II	3
WLD-121	Advanced SMAW and Cutting I	3
WLD-122	Advanced SMAW and Cutting II	3
WLD-140	Basic Pipe Welding I	3
WLD-141	Basic Pipe Welding II	3

Shielded Metal Arc Welding

Certificate—9 credit hours

Curriculum Code 1529

This program prepares the student for a career as a basic stick welder. It will give a student one step up on entering the welding field.

Required Career Courses—9 credits as follows:

WLD-111	Basic Arc/Gas Welding I	3
WLD-112	Basic Arc/Gas Welding II	3
WLD-121	Advanced SMAW and Cutting I	3

A pre- or corequisite may be required for some courses.

Cooperative Programs

Moraine Valley has cooperative agreements with 10 suburban community college districts that enable Moraine Valley district residents to enroll in occupational programs not currently offered by Moraine Valley at in-district tuition rates for that college.

Student who live outside Moraine Valley's district and wish to enroll in an eligible program at Moraine Valley should contact their home college to obtain necessary authorization.

Moraine Valley district residents who wish to enroll at a cooperating community college should contact the office of Enrollment Services at **(708) 974-5346**, C113.

General education and related technical courses in these cooperative programs can be taken at Moraine Valley or at the cooperating college. Specialized career courses must be taken at the cooperating college.

Moraine Valley students can enroll in any program at the following colleges at the in-district rate if the program is not offered at Moraine Valley. For more information about cooperative agreements, check with the office of Enrollment Services at **(708) 974-5346**, C113.

Cooperating Colleges

Heartland Community College

1500 Raab Rd.
Normal, IL 61761
(309) 268-8000

Illinois Valley Community College

815 N. Orlando Smith Ave.
Oglesby, IL 61348-9692
(815) 224-2720

Joliet Junior College

1215 Houbolt Ave.
Joliet, IL 60431-8938
(815) 729-9020

Kankakee Community College

P.O. Box 888
Kankakee, IL 60901-0888
(815) 933-0345

Kishwaukee College

21193 Malta Rd.
Malta, IL 60150-9699
(815) 825-2086

Morton College

3801 S. Central Ave.
Cicero, IL 60804-4398
(708) 656-8000

Prairie State College

202 S. Halsted St.
Chicago Heights, IL 60411-8226
(708) 756-3516

Richland Community College

One College Park
Decatur, IL 62521
(217) 875-7200

South Suburban College

15800 S. State St.
South Holland, IL 60473-1270
(708) 596-2000

Waubonsee Community College

Route 47 at Waubonsee Drive
Sugar Grove, IL 60554-9454
(630) 466-7900

A pre- or corequisite may be required for some courses.

Tech Prep

Tech Prep is a program of study which begins in high school and continues at Moraine Valley. The college and the Moraine Area Career System (MACS) have established articulation agreements through which college credit is granted for proficiency in high school Tech Prep courses. To be eligible, a student must:

1. Be a graduate of a MACS high school including schools in the following districts: 217, 218, 220, 229, 230 & 231.
2. Receive a grade of "B" or better in the Tech Prep course.
3. Complete the college application process at Moraine Valley.
4. Submit a transcript confirming high school graduation to the MACS office.
5. Enroll at the college (either full or part time) as a certificate or degree-seeking student within two years of graduating from high school.

The following chart shows high school courses currently articulated to Moraine Valley courses, including corresponding credit hours and the approved programs associated with articulated courses.

PLEASE NOTE: Articulation requirements/agreements and course titles may change without notice. Moraine Valley and MACS are in the process of transitioning from articulated credit for courses to a dual enrollment system beginning in fall semester 2005. Because some credit may be articulated and some may be dual credit during the transition, contact the MACS office or visit the Web site at macs-tech-prep.com.

Suzanne Kendryna
Assistant Director
Moraine Area Career System (MACS)
4625 W. 107th Street
Oak Lawn, IL 60453
(708) 422-6230
kendryna@macs-tech-prep.com
macs-tech-prep.com

A pre- or corequisite may be required for some courses.

C A R E E R P R O G R A M S

MORaine VALLEY COMMUNITY COLLEGE & MACS TECH PREP ARTICULATED COURSES

Regional H.S. Course Title(s)	Approved High Schools	MVCC Course Prefix and Number	Credit Hours	Approved Tech Prep Degree/Program
Auto III (1); Auto Mechanics (2, 3, 4); Auto II (5); Vocational Auto Mechanics (6); Auto Mechanics I & II and Auto Brakes & Suspension (7, 8, 9); Power Mechanics (10)	All sites	AUT-112	4	Automotive Technology A.A.S.
Intro to Business I & II (1); Intro Business, Marketing, Sales & Management (2, 3, 4,); Intro to Business (5); Sales & Marketing (6); General Business, Marketing & Business, Principle Management (7, 8, 9); Intro to Business or Marketing/ Entrepreneurship (10)	All sites except Oak Lawn	BUS-100	3	Business Administration A.A.S.; Human Resources Management A.A.S.; Marketing and Management A.A.S.;
Accounting I & II (1); Accounting/Bookkeeping (2, 3, 4); Accounting I & II (5); Honors Accounting (7, 8, 9); Accounting I & II	All sites except Oak Lawn	BUS-142	4	Business Administration A.A.S.; Human Resources Management A.A.S.; Marketing and Management A.A.S.; Small Business Management A.A.S.; Culinary Arts Management A.A.S.; Restaurant and Hotel Management A.A.S.
Child Development & Child Care Aide (1); Child Development Lab (2, 3, 4); Child Care (5); Child Development Lab (6); Early Childhood Education (7, 8, 9)	All but 10	CCA-102	3	Child Care A.A.S.
Child Care II	5	CCA-106	3	Child Care A.A.S.
Electronics I & II (1); Electricity/Electronics (2, 3, 4); Electronics I (5); Electricity & Electronics (6); Electronics 1 & 2 (7, 8, 9); Electronics (10)	All sites	ELT-101	3	Computer/Electronic Controls Tech A.A.S.; Computer and Local Area Network Tech A.A.S.; Internet Specialist A.A.S.; Integrated Systems Technology A.A.S.
Electronics III & IV (1); Independent Study in Electronics (2, 3, 4,)	1-4	ELT-102	3	Computer/Electronic Controls Tech A.A.S.; Integrated Systems Technology A.A.S.
Word Processing Apps, Spreadsheet Apps, Data Base Apps & Business Presentations (1); Computer Applications I & II (2, 3, 4); Business Computer Applications I & II (5); Technical Applications 1 & 2 (6); Computer Applications & Information Management (7, 8, 9); Microcomputer Apps I (10)	All Sites	IMS-115	3	Office Systems and Applications A.A.S.; Culinary Arts Management A.A.S.; Business Administration A.A.S.; Human Resource Management A.A.S.; Marketing and Management A.A.S.; Restaurant/Hotel Management A.A.S.; Small Business Management A.A.S.; Management Information A.A.S.
Computer Servicing I (1); Computer Servicing (2, 3, 4); Electronics II (5); A+ Computer Repair (6); Computer Maintenance Technology (7, 8, 9);	All except Evergreen Park	LAN-111	3	Computer/Electronics Control Tech (1281); Computer and Local Area Network Tech (1416); IT Security Specialist (1420); Internet Specialist (1435); Integrated Systems Technology (<i>Pending final approval</i>)

A pre- or corequisite may be required for some courses.

C A R E E R P R O G R A M S

Regional H.S. Course Title(s)	Approved High Schools	MVCC Course Prefix and Number	Credit Hours	Approved Tech Prep Degree/Program
Computer Servicing I (1); Computer Servicing (2, 3, 4); Electronics II (5); A+ Computer Repair (6)	Argo, Eisenhower, Richards, Shepard, Reavis, and Oak Lawn	LAN-112	3	Computer/Electronics Control Tech (1281); Computer and Local Area Network Tech (1416); IT Security Specialist (1420); Internet Specialist (1435); Integrated Systems Technology (<i>Pending final approval</i>)
Computer Servicing II (1); Computer Servicing II (2, 3, 4)	Argo, Eisenhower, Richards, and Shepard	LAN-121	3	Computer/Electronics Control Tech (1281); Computer and Local Area Network Tech (1416); IT Security Specialist (1420); Internet Specialist (1435); Integrated Systems Technology (<i>Pending final approval</i>)
Computer Servicing II (1); Computer Servicing II (2, 3, 4)	Argo, Eisenhower, Richards, and Shepard	LAN-122	3	Computer/Electronics Control Tech (1281); Computer and Local Area Network Tech (1416); IT Security Specialist (1420); Internet Specialist (1435); Integrated Systems Technology (<i>Pending final approval</i>)
Metals III (1); Metals Technology (10); Production Technology and Production Technology Honors (Oak Forest High School)	1, 10 and Oak Forest	IST-101		Integrated Systems Technology A.A.S.; Mechanical Design and Drafting/CAD; Computer Electronics Control Tech A.A.S.
Computer Networking (2, 3, 4,); Computer Systems (5); Network Academy (6); Computer Networking I (7,8,9)	All but 1 & 10	LAN-146	3	Business Administration Associate (1202); Computer/Electronics Control Tech (1281); Computer and Local Area Network Tech (1416); IT Security Specialist (1420); Internet Specialist (1435); Integrated Systems Technology (<i>Pending Final Approval</i>)
Computer Networking (2, 3, 4); Computer Systems (5); Network Academy (6); Computer Networking II (7, 8, 9)	All but 1 & 10	LAN-246	3	Computer and Local Area Network Tech A.A.S.; Internet Specialist A.A.S.; Computer Electronics Control Tech A.A.S.; IT Security Specialist A.A.S.; Integrated Systems Technology A.A.S.
Drafting I/CAD Drafting II/CAD (1); Architectural Engineering Drafting (2, 3, 4); Drafting I (5); CAD I—Computer Aided Design (6); Technical Drawing with CADD & Advanced CADD (7, 8, 9); CAD I (10)	All sites	MDT-101	3	Mechanical Design & Drafting A.A.S.; Computer/Electronics Tech A.A.S.; Integrated Systems Technology A.A.S.
DraftingIII/CAD (1); Computer Aided Graphics (2, 3 ,4); Machine Drafting (5); Mechanical Drafting w/ CADD and/or Architectural CADD (7, 8, 9); CAD II (10)	All sites	MDT-145	3	Mechanical Design & Drafting A.A.S.

A pre- or corequisite may be required for some courses.

C A R E E R P R O G R A M S

Regional H.S. Course Title(s)	Approved High Schools	MVCC Course Prefix and Number	Credit Hours	Approved Tech Prep Degree/Program
Computer Programming in Business (2,3,4)	2, 3, & 4	MIS-105	3	Computer/Electronics Control Tech A.A.S.; Integrated Systems Technology A.A.S.; Management Information Systems A.A.S.; Office Systems and Applications A.A.S.
Introduction to Internet Technology (1, 10), Internet Technology and Web Design (4)	1, 2, 3, 4, & 10	MIS-111	3	Business Administration Associate A.A.S.; Computer/Electronics Control Tech A.A.S.; Human Resources Management A.A.S.; Integrated Systems Technology A.A.S.; Internet Specialist A.A.S.; Management Information Systems A.A.S.; Office Systems and Applications A.A.S.; Small Business Management A.A.S.
Web Page Authoring and Publishing (1)	1	MIS-141	3	Integrated Systems Technology A.A.S.; Management Information Systems A.A.S.; Office Systems and Applications A.A.S.
Keyboarding II (1); Keyboarding & Document Processing II (2, 3, 4); Office Systems (5); Word Applications/Keyboarding (7, 8, 9); Word Processing (10)	All but 6 & 10	OSA-102	3	Office Systems and Applications A.A.S.
Word Processing Applications (1); Computer Applications I (2, 3, 4); Business Computer Applications I (5); Computer Applications I & II (6); Computer Applications (7, 8, 9); Advanced Microcomputer Applications (10)	All sites	OSA-145	3	Office Systems and Applications A.A.S.
Accounting or Accounting I (for all schools)	1, 5, 6, 7, 8, 9 & 10	OSA-249	3	Office Systems and Applications A.A.S.
Food Service Technology (1); Advanced Foods and Nutrition (2, 3, 4); Food Service I & II (5); Food Service (6); Food Service and Technology (7, 8, 9)	All but 10	RTM-102	3	Culinary Arts Management A.A.S.; Restaurant/Hotel Management A.A.S.
Welding III (1)	1	WLD-111	3	Welding Advanced and Welding Combination Certificates

Key to High Schools

1 = Argo Community High School	6 = Oak Lawn Community High School
2 = Eisenhower High School	7 = Andrew High School
3 = Richards High School	8 = Sandburg High School
4 = Shepard High School	9 = Stagg High School
5 = Reavis High School	10 = Evergreen Park Community High School

Key to Districts

217= Argo
218= Eisenhower, Richards, Shepard
220= Reavis
229= Oak Lawn
230= Andrew, Stagg, Sandburg
231= Evergreen Park

A pre- or corequisite may be required for some courses.