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HOME

On behalf of the President, faculty and staff, welcome to Truckee Meadows Community College. Whether you are attending classes at one of our four community locations, on-line, or at your local high school, we believe you will find everything you need for learning and career success here.

Our academic faculty and staff are committed to providing you with high quality learning experiences that are engaging, relevant and that encourage innovative thinking. The Student Services & Diversity team will help you get involved and build strong personal connections because we want every person to feel valued and supported. And our amazing Student Government Association (SGA) ensures that you have a wide variety of co-curricular opportunities to engage in - each fostering academic growth, leadership development and personal enrichment. Whatever your interest, there is a way to get involved!

At TMCC, our goal is to engage all of our students through activities, events and experiences that promote a ***healthy mind***, ***healthy body,*** and ***healthy environment*** .

TMCC is proud of the new Sports & Fitness Center that opened in Spring 2020 at the Dandini campus. All TMCC students have access to this facility – just provide your enrollment verification and one of our talented staff members will help you get started. And if you love sports, consider getting involved with our Mighty Lizards soccer team. Whether participating as a student athlete or a spectator, you will love attending games on our new field that overlooks the Reno/Sparks area. **Vamos Verdes!**

At TMCC, we are proud of our campus environment and we continue to update our physical spaces to help foster a welcoming, inclusive culture. Each location features modern facilities with collaborative spaces designed to encourage communication, collegiality and creativity. Thanks to a partnership with NV Energy, we are 100% powered by renewable energy in each of our four community locations (Dandini, Meadowood, Edison and Redfield). To get involved in other environmental initiatives, visit the Sustainability Office in the Diversity and International Student Center (DISCO). While you're there, hang out with other students, staff and faculty in the lounge, use a private prayer/meditation room or charge your mobile devices. This is also a great place to engage with our growing number of international students!

We are so excited that you have chosen to be part of the TMCC community. Whether you are attending TMCC to prepare for a job, upskill in your current career, earn a certificate, associate's or bachelor's degree, transfer to a four-year program, or explore a lifelong learning opportunity – TMCC can help you reach your goals!

ADMISSION

Admission to the College

TMCC follows the Community College Admission – General Policy outlined in the NSHE Board of Regents Handbook, Title 4, Chapter 16, Section 18 (http://system.nevada.edu/tasks/sites/Nshe/assets/File/BoardOfRegents/Handbook/T4CH16StudentAdmissionRegistrationGradesandExaminations(1).pdf). Students wishing to enroll at TMCC must complete an Application for Admission, which includes a one-time $20 non-refundable fee (even if classes are full or you dropped or canceled your classes), and follow the Steps to Enroll (http://www.tmcc.edu/steps-to-enroll/).

- New Degree-Seeking Student – You are seeking a degree and have never been to college, including TMCC.
- New Transfer Student – You have never been to TMCC, but have completed credits at another college or university.
- Returning Student – You are a previous TMCC student who stopped taking classes for at least two years and are returning.
- Non Degree-Seeking Student – You are not seeking a degree but are interested in taking classes for personal enrichment or career skills enhancement; you will not be eligible for financial aid, veterans education benefits, nor some scholarships.
- Military/Veteran Student – You are a new or returning TMCC student, currently or previously active in the armed forces.
- High School Student – You are currently enrolled in high school and wish to enroll in one of TMCC's signature programs for high school students.
- International Student – You are a new student from any country besides the United States and will have an F1 visa. International Students with F1 visas who are on TMCC I-20s must satisfy the conditions outlined in the NSHE Board of Regents Handbook, Title 4, Chapter 16, Section 19 (http://system.nevada.edu/tasks/sites/Nshe/assets/File/BoardOfRegents/Handbook/T4CH16StudentAdmissionRegistrationGradesandExaminations(1).pdf).

Degree-Seeking Status

To be admitted to TMCC as a degree-seeking student, students must meet one of the following criteria: be a graduate of a high school or its equivalent (certificate of attendance is not equivalent to high school graduation); or be a qualified international student.

Students who do not meet the above criteria will be admitted, but they will be assigned the status of non-degree seeking. Students who are non-degree seeking are not eligible to receive financial aid nor some scholarships.

Continuous Enrollment in Math and English Courses

Please consult Board of Regents Handbook, Title 4, Chapter 16, Section 1 (http://system.nevada.edu/tasks/sites/Nshe/assets/File/BoardOfRegents/Handbook/T4CH16StudentAdmissionRegistrationGradesandExaminations(1).pdf) for the most current information. Contact Academic Advisement (https://www.tmcc.edu/advisement/contact/) for degree- or certificate-specific allowable Math and English classes.

Students Who Do Not Qualify for Degree-Seeking Status

Students who are not high school graduates or its equivalent or international students who score below ENG 96 and MATH 95 in the ACCUPLACER, will remain admitted as non-degree seeking. These students will be referred to:

- Tutoring and Learning Center (https://www.tmcc.edu/tutoring/)
- Adult Basic Education (http://www.tmcc.edu/abe/)
- English Language Learners Program (http://www.tmcc.edu/abe/ellesl-program/)

Changing From Non Degree-Seeking to Degree-Seeking

To qualify for degree-seeking status, students must:

- Provide proof of satisfactory completion of 6 credits of college-level courses equivalent to general education as established in the Board of Regents Handbook Title 4, Chapter 16, Section 25 (http://system.nevada.edu/tasks/sites/Nshe/assets/File/BoardOfRegents/Handbook/T4CH16StudentAdmissionRegistrationGradesandExaminations(1).pdf); or
- Take the ACCUPLACER placement test and score a minimum course placement of ENG 96 (http://catalog.tmcc.edu/coursesaz/eng/).
- Request and present official ACT or SAT transcripts. Transcripts must show a minimum course placement of ENG 101 and MATH 120; or
- Take one of the three state approved HSE exams and present evidence of official HSE transcript showing successful completion.

Time Limitation for Degree-Seeking Undeclared/Undecided

Students are limited to "Degree-Seeking Undeclared/ Undecided" for two semesters, after which they must declare a degree or certificate. Fall, Spring, and Summer each count as one semester. Those who do not declare a degree or certificate will be placed into non-degree status. Students who are non-degree seeking are not eligible to receive financial aid, veterans education benefits, and some scholarships.

ENROLLMENT / REGISTRATION

Course Registration and Enrollment

Adding a Class

Any person wishing to enroll for courses taught by the College must register during the scheduled registration periods using my.tmcc.edu. Each semester, the College publishes a class schedule with detailed information on courses offerings, registration procedures and dates, and add/drop periods. Registration periods are assigned to students based on the number of completed credits.

Students may add classes through my.tmcc.edu during the published registration periods. After the registration period, students may continue to add classes until the 100% refund period, but instructor permission may be required. After the 100% refund period and until the 50% refund period, a student must have instructor and department chair or coordinator permission to enroll. Registration after the 50% refund period requires approval of the department chair or coordinator and the academic dean.

Students who add classes or register late become immediately responsible for these class fees. Refunds are based on the times the class has met and not student attendance. See the Refund Policy (https://www.tmcc.edu/admissions/policies/refund-policy/) for more information. It is important for students to verify the accuracy of their enrollment schedules and fees any time a change is made.

Attendance

Because instructors consider class attendance an integral part of the learning experience, students are required to attend the first class of each course in which they register and adhere to the attendance policy established by the course instructor and stated in the course syllabus. **It is the student's responsibility to withdraw from classes they are unable to attend.** During the 100% refund period, an instructor may, but is not required to, drop a student for nonattendance and/or not meeting the prerequisites for a class. For policy governing non-attendance for religious obligations, please refer to Religious Holiday Observations (p. 346).

Date of Matriculation

A student's date of matriculation is the date of the first day of instruction in the semester or term in which enrollment first occurs. Registration in continuing education courses, which are not state funded, will not cause out-of-state tuition to be assessed, nor will enrollment in these courses be included in the date of matriculation for evaluation of residence.

Concurrent Enrollment

Veterans, international students and financial aid students who are concurrently enrolled at TMCC and any other post-secondary institution must notify the appropriate office which school is the parent institution and provide verification of fees paid and credits earned at the other institution.

Semester System

Units earned at TMCC are awarded on the basis of semester units. A regular Fall or Spring semester consists of 15 weeks. Summer and Winter sessions are offered in condensed timeframes but maintain a regular semester's number of instructional hours and workload.

Credit/Unit Load

All classes taken for credit constitute the total credit load for each student. The maximum number of units a student may carry without the approval of an academic advisor is 18 units during the Fall/Spring terms and 14 units during Summer term (seven units per Summer session). A student wishing to carry more than 18 units in Fall/Spring and 14 units during Summer term must have a grade point average of 3.0 or higher, have completed one semester at or above full time enrollment (12 or more units) and get approval from an Academic Advisor.

Withdrawing from Class

Refunds for withdrawing from classes are based on the times the class has met and not on attendance. If a student drops during the 100% refund period, no grade will appear on the student's record. Also, during the 100% refund period an instructor may drop a student for non-attendance and/or not meeting prerequisites. In this case, no grade will appear on the student's record.

After the 100% and 50% (if applicable) refund periods, a student may choose to withdraw up to the midpoint (60%) of a course. During that period, a 'W' is assigned to the course and no refund is permitted. After the midpoint of the class has passed, students may not drop a class. There may be conditions under which a student will be administratively withdrawn from a course. Date of last attendance will be recorded in MyTMCC (http://my.tmcc.edu/). See the Refund Policy (http://www.tmcc.edu/admissions/policies/refund-policy/) for additional information.

Auditing a Class

A student who wishes to enroll for no credit may register as an auditor. An auditor pays regular fees and thereby has access to the classroom and course materials. A student who audits a course will not receive a grade or credit for that course. Students may change from credit to audit or audit to credit by completing the Audit Form (http://www.tmcc.edu/admissions/downloads/) online and must do so by the last day to withdraw from a class.

Cancellation of Classes

The College reserves the right to cancel any class. Students will automatically receive a full refund for a canceled class.

Enrollment Status

Enrollment Verification

Truckee Meadows Community College has authorized the National Student Clearinghouse to act as our agent for all verifications of student enrollment. Please visit the Clearinghouse (http://www.studentclearinghouse.org/) or contact them by phone at 703-742-4200.

Full-time, Part-time students

The enrollment status of students is determined by the number of units, excluding workforce development and continuing education units, in which they officially enroll each semester.

Full-time	12 units or more
Three-quarter time	9 to 11 units
Half-time	6 to 8 units
Less than half-time	Fewer than 6 units

Students who receive Veterans assistance and/or financial aid must refer to Satisfactory Academic Progress Policy (p. 349) and Progression Standards for Students Receiving Veterans Education Benefits (p. 339) for the specific federal enrollment requirements students must maintain to remain eligible to receive benefits.

Student Classification

Freshman	A student who has earned fewer than 30 units
Sophomore	A student who has earned 30 to 59 units.
Junior	A student who has earned 60 to 89 units.
Senior	A student who has earned 90 or more units.
New student	A student who has never attended an institution of higher education
New transfer	A student who has not previously attended TMCC but has attended other institutions of higher education.
Continuing student	A student who has previously attended TMCC.

Developmental/Remedial Credit

NSHE Policy on Developmental/Remedial Credit

Per the Board of Regents Handbook, Title 4, Chapter 16, Section 1 NSHE Co-Requisite and College-Ready Gateway Policy

Initial Placement of Students into English and Mathematics Courses:

Exemption from Remedial Instruction. Degree-seeking students who meet or exceed the minimum English or mathematics scores on any one of the college readiness assessments listed below must be placed into a college-level course in that subject and are exempt from being placed into any form of remedial instruction in that subject provided that the student:

Was continuously enrolled in an English course and a mathematics course in his or her senior year of high school unless an exception is approved by an NSHE institution; and

Enrolls in an NSHE institution after high school in any term(summer/fall/winter/spring) during the academic year following high school graduation. *(Title 4, Chapter 16, Section 1.2a)*

Placement of Students without an Exemption from Remedial Instruction. For degree-seeking students who have not met the English or mathematics college readiness assessment score on one of the tests...institutions must develop an assessment and placement policy that ensures students who place at high school or above levels have an opportunity to enroll in and complete gateway college courses in mathematics and English within one academic year. *(Title 4, Chapter 16, Section 1.2b)*

To promote completion of gateway courses within the first academic year, all degree-seeking students must be continuously enrolled in appropriate mathematics and English courses until the institutional core curriculum mathematics and English requirements are completed. Institutions may authorize exceptions to this requirement if the exception does not affect the student's ability to complete the gateway course within the first academic year *(Title 4, Chapter 16, Section 1.3)*

Important: If students do not complete required developmental/remedial coursework before completing 30 units they must pay for the remedial classes on their own. Financial Aid cannot fund developmental/remedial courses once the student has attempted 30 units.

Developmental Courses

Beginning Fall 2020 students will be able to enroll directly into college-level English (ENG 101) and Mathematics MATH 120). Students not meeting minimum requirements for enrollment will be able to enroll into support classes (ENG 100, MATH 20/120) that upon successful completion will be equivalent to the college-level courses. Consult English Department (https://www.tmcc.edu/english/) and Math Department (https://www.tmcc.edu/math/) web pages for more information.

TMCC offers the following developmental courses. Course descriptions may be found in the appropriate section of the catalog. *Note: With the implementation of NSHE Exemption from Remedial Instruction, CTM 85,86,87 and MATH 96 will not be offered after Summer 2021.*

Code	Title	Units
English		
ENG 96	Integrated Reading, Writing, and Inquiry	
English as a Second Language		
ENG 81C	ESL Reading/Writing	
ENG 88	ESL Grammar	
Mathematics		
MATH 96	Intermediate Algebra	

Students placing into ENG 101/ENG 113 or above but who place below standard in arithmetic must take the prescribed sequence of developmental math courses until completed. Likewise, students placing into MATH 120 or above but who place below standard in reading must take the prescribed sequence of developmental English courses until completed.

Online Developmental Course Registration Policies

Online Developmental English

Registration for online ENG 96 requires an ACCUPLACER score of 76-85.

Online Developmental Math

Registration for online developmental math classes is limited to students who meet the following two requirements:

1. The student has a grade of A or B in the prerequisite class, or a qualifying ACCUPLACER math, ACT math or SAT math score, taken within the past two years.
2. The student has a minimum ACCUPLACER Reading score of 86, or SAT Reading and Writing score of at least 440, or ACT Reading and

Writing scores of at least 18, or a C or higher in ENG 96 (taken within the past two years.)

Satisfactory/Unsatisfactory Registration Option

Any student may choose to take any course on an S/U basis, but no course taken for a satisfactory/ unsatisfactory grade (except those offered S/U ONLY) may be used to satisfy any TMCC general education or core requirements.

A maximum of six elective units graded S/U may be used to satisfy credit requirements for any degree or certificate earned at TMCC.

The Satisfactory/Unsatisfactory change form is available at Admissions and Records Documents and Forms. (http://www.tmcc.edu/admissions/downloads/)

Courses only offered on an S/U basis will be approved by the College and published as such in the class schedule. Examples of these courses include those in which experience, not mastery is evaluated (field trips, physical education) or in which prerequisites disallow novices from enrolling (advanced field study or practicum).

Math/English Placement Testing

Initial Placement of Students into Math and English Courses

Degree-seeking students who meet or exceed the minimum English or mathematics scores on any one of the college readiness assessments listed below must be placed into a college-level course in that subject and are exempt from being placed into any form of remedial instruction in that subject provided that the student:

1. Was continuously enrolled in an English course and a mathematics course in his or her senior year of high school unless an exception is approved on a case by case basis by an NSHE institution; and
2. Enrolls in an NSHE institution after high school in any term (summer/fall/winter/spring) during the academic year following high school graduation.

English College Readiness Assessments

Test	Minimum Score
ACT English	18
SAT Critical Reading	440
Smarter Balanced	2583 (Achievement Level 3)
PARCC	Level 4 Score

Math College Readiness Assessments

Test	Minimum Score
ACT Mathematics	22
SAT Mathematics	500
Smarter Balanced	2626 (Achievement Level 3)
PARCC	Level 4 Score

For more information, please see the Board of Regents Handbook, Title 4, Chapter 16, Section 1 (http://system.nevada.edu/tasks/sites/Nshe/assets/File/BoardOfRegents/Handbook/T4CH16StudentAdmissionRegistrationGradesandExaminations(1).pdf).

ACCUPLACER

Students planning to enroll in math and/or English classes at TMCC and who do not have current ACT/SAT test scores (less than two years old) should take the ACCUPLACER placement exam unless they meet the Alternate Pathways requirements described below. Many courses at TMCC require specific ACCUPLACER math and/or English scores as prerequisites for registration. Students may waive the ACCUPLACER requirement with ACT and/or SAT scores that are less than two years old. Official ACT and/or SAT scores must be submitted to the Admissions and Records Office.

Students must have an active admission application and valid government-issued photo identification to take the ACCUPLACER exam at TMCC. ACCUPLACER testing is offered at Testing Services on a walk-in basis.

ACCUPLACER test scores take up to three business days to post to student accounts. Students will not be able to register for classes that have ACCUPLACER scores as prerequisites until scores are posted.

Alternate Pathways

If you do not believe your ACT or SAT scores reflect your abilities, you have several options if you graduated from high school within the last two years and have transcripts.

To use high school transcripts to place in Math and English, students would need to submit official transcripts to the TMCC Admissions & Records office. You must be a recent (2 years or less) high school graduate and you must meet the GPA and grade requirements below:

- . If you have an overall High School Unweighted GPA of 3.0 or above
- or if you have a GPA of 3.0 or above in your Senior English classes you may enroll in ENG 101, Recommended READ 135 or ENG 113, Recommended Non-Native READ 135.
- or if you have an AP English course grade “B” or better you may enroll in ENG 101, Recommended READ 135 or ENG 113, Recommended READ 135.
- Recent high school graduates with an overall unweighted GPA of 3.0 and complete Intermediate Algebra with a grade of B or higher may enroll in MATH 120 or MATH 126.

Accommodations for Documented Disabilities

If you are a student with a documented disability and would like to receive accommodations for the ACCUPLACER/Placement test, please schedule an appointment with the Disability Resource Center (DRC) to present your documentation before you take the ACCUPLACER/Placement test. Under the Americans with Disability Act (ADA), any student who needs accommodations which require special testing environments should be scheduled well in advance of the start of the term; requests within three weeks prior to the start of the term may not be possible to schedule.

Course Placement Scores

The highest valid score within the past twenty-four month period will determine course placement for students. TMCC’s English and Math Departments determine the ACCUPLACER cut score information for new and continuing students. Please see the respective English Department

(http://www.tmcc.edu/english/placement-and-test-prep/) and Math Department (http://www.tmcc.edu/math/placement-and-test-prep/) web pages for course placement scores and policies. TMCC reserves the right to change course placement scores.

Transfer to TMCC

Transferring in Credit

TMCC accepts credit/units from a variety of training and educational programs toward an associate degree and/or certificate of achievement.

The maximum number of units allowed for transfer from all sources is 45 units per degree. The maximum number of units possible in each category is:

- From other colleges and universities: 45 units
- From credit by examination: 30 units
- From nontraditional sources: 15 units or a maximum of 25% of the total units required for the degree

Transcripts received from other colleges or universities must come directly from that school to the Admissions and Records Office to be classified as official transcripts. TMCC accepts official transcripts from students provided the envelope is not open. All other transcripts will be considered unofficial and will not be evaluated. For the full policy, see the Transfer Credit Policy on the Evaluation of Previous Training and Education (p. 355) section of this College Catalog.

Credit by Exam

TMCC accepts the following examinations for students attempting to earn college-level credit. Please refer to the section on Transfer Credit Policy on the Evaluation of Previous Training and Education (p. 355) and Credit by Examination Procedures (http://www.tmcc.edu/admissions/downloads/credit-by-exam/) for more detail.

- ACT-PEP (Proficiency Examination Program)
- CBAPE (Advanced Placement)
- CLEP (College Level Examination Program)
- DANTES (Defense Activities for Nontraditional Education Support)-Subject Standardized Tests
- Department Examinations
- International Baccalaureate (IB)

Departmental Exams

A currently admitted student may petition for a departmental examination in certain courses approved by the College. Credit by Examination Procedure (http://www.tmcc.edu/admissions/downloads/credit-by-exam/) is detailed in the Admissions and Records website.The credit by examination petition may be obtained from the Admissions and Records Office. The student must complete the petition and return it with the necessary fee. It will be approved or disapproved in accordance with the policies listed in Transfer Credit Policy on the Evaluation of Previous Training and Education (p. 355). Upon approval by the Admissions and Records Office, the petition will be forwarded to the department in charge of administering the examination. The examination is prepared by the department of the College responsible for instruction of the course. The examination will be comprehensive in nature, covering all the basic skills required of a student completing the course in the regular manner. Lists of courses (http://www.tmcc.edu/admissions/downloads/credit-by-exam/) approved for department examinations and related fees are available in the Admissions and Records Office.

TUITION AND FEES

Tuition and Fees

Fees, Tuition and Other Charges Subject to Change Without Further Notice

Fees and tuition are set by the Nevada System of Higher Education Board of Regents (https://nshe.nevada.edu/leadership-policy/board-of-regents/procedures-guidelines-manual/) and are subject to change at any time before the commencement of classes. Fee changes that occur less than 30 days before the commencement of classes will not be subject to late fee penalties. The below table 1.1 sets forth the fees for the 2020-2021 Academic Year. Table 1.2 sets forth the registration fees and tuition for the next 4 years in accordance with the NSHE Predictable Pricing Program. (https://nshe.nevada.edu/wp-content/uploads/file/BoardOfRegents/PGManual/chapters//Chapter%2007%20-%20Fees%20and%20Tuition.pdf)

2020-2021 Tuition and Fee Schedule

Note: Effective June 12, 2020, the Board Of Regents approved a surcharge of $3 per credit to begin in the Fall 2020 semester.

Table 1.1: The following fees are in effect for the 2020-2021 school year.
Note: Auditors pay the same per-credit fees.

All Students	
Summer 2021 Registration Fee	$112.75/credit
Application fee (non-refundable)	$20.00
Health and Sports Fee	$5.00/credit
Student Association Fee	$1.00/credit
Technology Fee	$8.50/credit
In-state Students	
Registration Fee - Lower Division (Fall and Spring)	$106.75/credit
Registration Fee - Upper Division (Fall and Spring)	$175/credit
Western Undergraduate Education (WUE) Students	
Registration and Tuition - Lower Division (Fall and Spring)	$160.13/credit
Registration and Tuition - Upper Division (Fall and Spring)	$262.50/credit
Out-of-State Students in fewer than 7 Units	
Registration Fee and Tuition - Lower Division (Fall and Spring)	$224.25/credit
Registration Fee and Tuition - Upper Division (Fall and Spring)	$367.50/credit
Out-of-State Students in 7 or more Units	
Registration Fee - Lower Division (Fall and Spring)	$106.75/credit plus tuition
Registration Fee - Upper Division (Fall and Spring)	$175/credit plus tuition
Tuition (Fall and Spring)	$3738.50/semester
Out-of-State Distance Education Students	
Registration Fee - Lower Division (Fall and Spring)	$160.25/credit
Registration Fee - Upper Division (Fall and Spring)	$262.50/credit
International Students	
Additional International Student Fee	$120.00/semester
Additional International Application Fee	$25.00 at time applying

NSHE Predictable Pricing Program 4 year Fee Schedule

Table 1.2

Year	Registration Fees (upper-division)	Registration Fees(lower-division)	Full-time* Non-resident Tuition	Part-time* Non-resident Tuition (upper-division)	Part-time* non-resident Tuition (lower-dvision)	Non-resident Tuition* Distance Education (upper-division)	Non-resident Tuition* Distance Education (lower-division)
2020-2021	$175 per credit	$106.75 per credit	$7,477 per year	$192.50 per credit	$117.50 per credit	$87.50 per credit	$53.50 per credit
2021-2022	$180 per credit	$109.75 per credit	$7,686 per year	$198 per credit	$120.75 per credit	$90 per credit	$54.75 per credit
2022-2023	$185 per credit	$112.75 per credit	$7,901 per year	$203.50 per credit	$124 per credit	$92.50 per credit	$56.50 per credit
2023-2024	$189.75 per credit	$115.50 per credit	$8,099 per year	$208.50 per credit	$127.25 per credit	$94.75 per credit	$57.75 per credit

Books and Supplies: plan on spending an additional $600-$700 per semester.

Parking: at TMCC, parking is free.

Detailed Fee Information

Resident Fees

$106.75 per credit for lower division, and $175 per credit for upper-division, plus a $8.50 per credit technology fee, a $1 per credit student association fee, and a $5 health and sports fee. Except for early and priority registration, fees are generally due two days, after you register. Check the TMCC Dates and Deadlines Calendar (http://www.tmcc.edu/admissions/dates-and-deadlines/) for the early and priority registration fee payment deadline. Students are responsible for either paying for or dropping from each class in which they are registered. A student's enrollment may be canceled from all classes if payment is not received by the published deadline. Students remain responsible for charges on classes that they do not drop and no longer want to take. Fees are assessed on a per-credit basis. Audited classes cost the same as credit classes. TMCC EPIC (http://www.tmcc.edu/wdce/) classes are self-supporting, so charges vary accordingly.

Residency for Tuition Purposes

Pursuant to the passage of Senate Bill 32 (Chapter 374, Statutes of Nevada 2005), as of July 1, 2005, a financially independent student must be a bonafide resident of the State of Nevada for at least 12 months prior to matriculation to qualify for in-state tuition. Further, for a dependent student to qualify for in-state tuition, the student's family must be a Nevada resident. Please contact the Admissions and Records Office (http://www.tmcc.edu/admissions/) (http://www.tmcc.edu/admissions/)for further details.

Nonresident Tuition

Students classified as nonresident students taking seven or more units shall pay non-resident tuition ($3738.50/semester) plus the per credit registration fees. The total number of credits, taken either for grade or audit, will be calculated in determining assessment of nonresident tuition. Registration in Summer courses, which are not state-funded, shall not cause nonresident tuition to be assessed. In conformity with Sections 10.020 and 396.540, in the Nevada Revised Statutes, students who register for courses with TMCC as Nevada residents must provide proof of residency. Residency requirements can be obtained from the Admissions and Records Office (http://www.tmcc.edu/admissions/). The regulations for determining residency and tuition charges are described in the Board of Regents Handbook, Title 4, Chapter 15, Section 3 printed in Regulations for Determining Residency and Tuition Charges of this College Catalog.

Application Fee

A $20.00 one-time, non-refundable fee is charged to first-time TMCC students only. This fee is assessed when a student enrolls or attempts to enroll in a class or course at TMCC. This fee cannot be refunded, even if the class or course is canceled by the institution.

Health and Sport Fee

A $5.00 per credit fee shall be charged to all students. This fee supports the Health and Sports facility and the operation of competitive athletic teams at Truckee Meadows Community College.

Student Association Fee

A $1.00 per credit fee shall be charged to all students.

Excess Credit Fee

An Excess Credit Fee shall be charged to a student who has attempted credits equal to 150 percent of the credits required for the student's program of study. The amount of this additional fee is equal to 50 percent of the per credit registration fee. Attempted credits include all graded courses on a student's transcript, including but not limited to the grades of F and W (withdrawal) and repeated courses.

The fee will be charged, for example, after 90 credits have been attempted towards a 60-credit associate's degree or 45 credits towards a 30-credit certificate program.

Exceptions may apply on a case-by-case basis. The fee will be charged in all terms after passing the threshold number of credits until a degree is awarded to the student. Appeal procedures and other exceptions to this fee are outlined in the TMCC College Catalog.

See Also: NSHE Excess Credit Fee Appeal form (https://nshe.nevada.edu/info-center/nshe-forms/) | Policies and Procedures: Tuition Charges, Definitions, Excess Credit Fee

Western Undergraduate Exchange (WUE)

The Western Undergraduate Exchange (http://wue.wiche.edu/) (WUE) is a program of the Western Interstate Commission for Higher Education (http://www.wiche.edu/) (WICHE). Through WUE, students in western states may enroll in many two-year and four-year college programs at a reduced tuition level: 150 percent of the institution's regular resident tuition. To be eligible for WUE, students must be a resident of a WICHE State. Some colleges and universities have additional criteria. For further information about specific programs in WUE, contact the Admissions and Records Office (http://www.tmcc.edu/admissions/).

Distance Education/Out-of-State Tuition

Students who physically reside outside the state of Nevada and who take *online classes only* may be eligible for a special distance education rate. To apply, students should submit the Request for Distance Education Special Tuition Rate form (http://www.tmcc.edu/admissions/downloads/) to the Admissions and Records Office.

Lab and Special Fees

Some classes have additional lab fees or costs for supplies; refer to the class schedule (http://schedule.tmcc.edu/) for details. These fees are added to the per-credit class fees.

Technology Fee

Fees printed in the class schedule include the $8.50 per credit technology fee approved by the NSHE Board of Regents (http://system.nevada.edu/Nshe/index.cfm/administration/board-of-regents/).

Payment

For information regarding your student fees or to enroll in a payment plan, please visit your MyTMCC ***(***http://my.tmcc.edu/***) account.***

Payment Information

Students who register during the Early Registration Period must pay their fees by the published due date. If a student enrolls after the Early Registration Period, payment is due within two days of registering. Any student with past due fees, that is not awaiting anticipated aid, may be subject to a full enrollment cancellation for the registered semester.

TMCC Payment Plan

TMCC offers 3-, and 4-, part payment plans to any student with a minimum balance of $200 of eligible charges; these plans apply only to current semester charges. Payment plans are available during the Spring and Fall semester. Students who fail to pay their installment due for the published due date may be subject to a full enrollment cancellation for the registered semester. All missed payments after the semesters published due date may be subject to a $10 late fee per missed payment.

Payment plans are not available for the Summer semester. Summer fees are due in full by the published deadline.

Unpaid Fees and Delinquent Accounts

All fees must be paid by the published due date. Any student with past due fees may be subject to a full enrollment cancellation for the registered semester. Any remaining balance due may be subject to a maximum late fee of $100 per semester. Students having a past due balance with any NSHE institution will be ineligible to receive their certificate, diploma, transcripts, or register for classes. Delinquent accounts may be forwarded to an outside collection agency.

Federal/State/Employer Paid Programs

Students must submit all third-party authorizations no less than 10 days before the published due date each semester

Ways to Pay

Please make all checks payable to 'Board of Regents'. TMCC accepts Visa, MasterCard, American Express, and Discover both online and in person.

- Online-Students can make their payment with an electronic check, a debit card, or a credit card.
- In person-Students can stop by Red Mountain 318 to pay with cash, check, or a debit or credit card. TMCC is unable to accept card payments after 4 pm. A valid photo ID is required with all debt or credit card transactions.
- By mail-Students can mail checks to:

  Accounting Services/Cashier's Office
  Truckee Meadows Community College
  7000 Dandini Blvd, RDMT 318
  Reno, Nevada 89512

- Avoid the lines, use the TMCC Cashier drop box located on the Dandini Campus (http://www.tmcc.edu/about/college-locations/), just outside of the Cashier's Office. Checks only, please.

Please contact **studentaccounts@tmcc.edu** with any questions regarding student fees or tuition. To pay fees online, please log in to your MyTMCC (http://my.tmcc.edu/).

Returned Checks

All returned checks, e-checks and credit/debit card chargebacks may be subject to a $25.00 returned item fee per payment.

Refunds

Refund Policy

Special note: Please be advised, that the mode of delivery for Fall 2020 courses you previously enrolled in may change due to COVID-19. TMCC puts the health and safety of its students, faculty, and staff above everything else.

Students who do not attend or stop attending their classes and fail to withdraw through MyTMCC (http://my.tmcc.edu/) within the refund periods will be held responsible for all tuition and fees. Refunds for withdrawing from classes are based on the number of times that the class has met and not the number of times that a student has attended.

Instructor withdrawals do not remove charges.

Withdrawals during the 100% refund period remove the class and grade from transcripts.

Withdrawals that result in any monies still owed will result in classes remaining on transcripts and a grade of W.

Refund Periods

Fall/Spring Terms - Regular/Dynamic Extensive (DYE)

- 100% refund if the class is dropped through MyTMCC (http://my.tmcc.edu/)by 11:59 p.m. on the Sunday after the first official start date of the class.
- 50% refund if the class is dropped through MyTMCC (http://my.tmcc.edu/) by 11:59 p.m. on the Sunday of the third week from the official start date of the class.

Fall/Spring Terms - Dynamic (DYN)

- 100% refund if the class is dropped through MyTMCC (http://my.tmcc.edu/) by 11:59 p.m. on the first official start date that the class meets.
- 50% refund if the class is dropped through MyTMCC (http://my.tmcc.edu/) by 11:59 p.m. in the first 20% of the class period starting from the first official start date of the class.

Fall/Winter/Spring Terms - Dynamic Intensive (DYI)

- 100% refund if the class is dropped through MyTMCC (http://my.tmcc.edu/) by 11:59 p.m. the day before the first official start date of the class.

Summer Courses (Lasting Five Weeks)

- 100% refund if the class is dropped through MyTMCC (http://my.tmcc.edu/) by 11:59 p.m. on the first official start date of the class.
- 50% refund if the class is dropped through MyTMCC (http://my.tmcc.edu/) by 11:59 p.m. in the first 20% of the class period starting from the first official start date of the class.

Canceled Courses

No action is required by the student. Students will receive a 100% refund.

Refund for dropped classes are automatically issued after the third week of instruction. Students are urged to enroll in our direct deposit process.

Refunds related to credit card payments

Payments made online are refunded back to the credit card that was used to make the payment, Payments made at the Cashier's Office will be issued through a direct deposit if a student has set this up in MyTMCC (http://my.tmcc.edu/), otherwise, a check is issued. All check refunds are mailed to the student's current on-file address.

Refunds for Exceptional Circumstances

Students are responsible for either paying for or officially withdrawing online from, each class in which they register, even if they do not attend. If a student fails to withdraw online during the full-refund period, they will be responsible for all tuition and fees.

In the case of an exceptional circumstance, upon presentation of documentation and approval of the president or the president's designee, a refund of the registration fees and nonresident tuition for a semester may be given upon official withdrawal made at any time during the semester in the following instances:

1. Deployment of the student in the United States Armed Forces or Nevada National Guard;
2. An incapacitating illness or injury which prevents the student from returning to school;
3. Death or incapacitation resulting from an illness or injury of the student, or spouse, child, parent, or legal guardian of the student that prevents the student from returning to school for the remainder of the semester;
4. Verifiable error on the part of the institution;
5. Involuntary job transfer outside the service area of the institution as documented by employer, or;
6. Other exceptional circumstances beyond the control of the institution or the student.

Refunds are made to the student or to the contributing party in proportion to the payment of original fees made by each.

Students may apply for an exception to the refund policy within a semester, whether or not they have dropped the class(s) online.

Students may apply for an exception to the refund policy within 90 days after the end of a semester provided they have dropped the class(s) online.

FINANCIAL AID

Financial Aid Eligibility and Application

Although the student and the student's family have the primary responsibility for financing the costs of education, there is some aid available through TMCC for those families who cannot meet the total costs. This aid is available in the form of grants, loans, scholarships, student employment or a combination of these. These programs are regulated by federal (Title IV), state and campus guidelines.

Eligibility

Most of the financial aid guidelines specify eligibility requirements, which include, but are not limited to the following:

- Be a citizen, permanent resident or other eligible non-citizen of the United States, as documented by the Department of Homeland Security.
- Have earned a high school diploma or passed a state-approved high school equivalency exam.
- Be accepted to or registered in a financial aid-eligible degree, emphasis, or certificate program at the TMCC Admissions and Records Office.
- Not be in default or owe a repayment on any Title IV loans or grants.
- Be enrolled in classes that will apply to the declared degree, emphasis, or certificate requirements (not to include Workforce Development and Community Education classes).
- Certify that you have not been convicted of violating any federal or state drug possession or sale laws, while receiving Title IV funding.
- Provide any other documents, as required.

Note: Adjusted Diplomas and Certificates of Attendance are not considered equivalent and students are advised to take a high school equivalency exam.

Students who do not specifically meet any of the eligibility requirements may still be eligible for some types of aid and should see a financial aid coordinator to discuss their special circumstances.

Financial Aid Application Priority Deadlines

Financial Aid

To receive consideration for all Title IV and other financial aid funds students should apply as soon as possible beginning October 1 of the year prior to the year in which they plan to attend. Most awards are made on a first-come, first-served basis. Students must have a completed file and be eligible by July 1 for Fall, December 1 for Spring, or April 15 for Summer, in order for financial aid to disburse in time to pay fees.

Otherwise, financial aid awards may arrive after classes begin and students will be responsible for paying their own fees and buying their own books and supplies. If payment is not made by the date fees are due, the student will be dropped from all their classes. If a student is determined to be eligible after these dates and is enrolled, they will receive their financial aid award as a reimbursement.

Scholarships

Many scholarships (http://www.tmcc.edu/financialaid/types/scholarships/) are available to students. The TMCC Foundation General scholarship application (https://tmcc.academicworks.com/) has an annual due date of March 1.

Student Employment

Student employment and work-study positions are posted all year at studentjobs.tmcc.edu (http://studentjobs.tmcc.edu/), but are filled according to job and fund availability and the qualifications of the applicant.

Financial Aid Application Process

Please refer to the Applying for Financial Aid (http://www.tmcc.edu/financialaid/applying/steps-to-apply/) webpage.

Types of Financial Aid, Scholarships, and Student Employment

Please refer to the Financial Aid Website for more information on:

Grants (http://www.tmcc.edu/financialaid/types/grants/)
Loans (http://www.tmcc.edu/financialaid/types/loans/)
Work Study (http://www.tmcc.edu/financialaid/types/workstudy/)
Scholarships (http://www.tmcc.edu/financialaid/types/scholarships/)
Student Employment (http://www.tmcc.edu/financialaid/student-employment/types-of-student-employment/)

Academic Progress Standards for Financial Aid Students

Federal and State regulations require all financial aid recipients to meet established progress standards. For complete details, please review the Financial Aid Academic Progress Policy (http://www.tmcc.edu/financialaid/eligibility/academic-progress-policy/).

Financial Aid Refund Policy

Students receiving aid may have their financial aid adjusted if they withdraw, stop attending or receive outside financial assistance. This can result in an overpayment and may require students to repay all or a portion of their financial aid funds. For more information, please visit the Financial Aid website (http://www.tmcc.edu/financialaid/).

Financial Aid Student Rights and Responsibilities

Financial Aid Student Rights

Students have an equal opportunity to receive financial aid. After submitting a proper application, students are entitled to expect an equitable determination for eligibility of available funds. Each student's application is individually reviewed using the same evaluation criteria.

Students have the right to have access to information about all types of aid available at TMCC and their minimum requirements for eligibility, as well as other important Consumer Information Disclosures. (http://www.tmcc.edu/financialaid/consumer-information/disclosures/)

Students have a right to information regarding repayment schedules and interest rates for loans. This information is available in financial

aid publications, but it is still important for students to read their own promissory notes carefully before signing.

Students have the right to appeal decisions made by the Financial Aid Office to the Financial Aid Appeals Committee.

Financial Aid Student Responsibilities

Students receiving financial aid from TMCC are required to accept certain responsibilities in order to receive their aid packages and/or maintain eligibility for continued aid awards. Students must check their To Do lists and Financial Aid status in MyTMCC (http://my.tmcc.edu/) on a regular basis, as well as checking their TMCC email (http://www.tmcc.edu/email/) regularly.

Enrollment

Students must be enrolled in a degree, emphasis, or certificate program. Any changes may result in the loss of eligibility and a delay in aid received. EPIC classes are not considered part of the credit load nor the completion rate.

Important Federal Regulation

Federal regulations mandate that funds only pay for classes that are required for a student's declared program(s) of study. You will only receive financial aid for classes that are required for your degree program. You may still enroll in any class you want; however, your financial aid funding will be reduced to cover only those classes that are counted in your Academic Requirements report. If you receive a financial aid refund, you may authorize it be used to pay for additional classes not required for your degree.

FULL TIME	If a student's award is based on full-time enrollment, the student must maintain 12 or more units.
3/4 TIME	If a student's award is based on three-quarter-time enrollment, the student must maintain 9-11 units.
1/2 TIME	If a student's award is based on half-time enrollment, the student must maintain 6-8 units.
LESS THAN 1/2 TIME	If a student's award is based on less than half-time enrollment, the student must maintain 1-5 units.

See the Satisfactory Academic Progress Policy (https://www.tmcc.edu/financial-aid/eligibility/academic-progress-policy/) for a complete, detailed explanation of satisfactory academic progress.

Change of Status

Students are required to notify the TMCC Financial Aid Office in writing of any event that may alter their financial status such as a change of residency, receipt of additional educational benefits or acceptance of a scholarship. If it is determined that a student received money that exceeded his/her eligibility, the student is liable for repayment of the over-awarded amount.

Federal regulations do not allow students to receive federal financial aid from two schools at the same time. For additional information please visit Financial Aid's website.

Students should contact the Admissions and Records Office to report any changes in name or degree, emphasis, or certificate. Address changes can be made on my.tmcc.edu. This will ensure that the student receives all correspondence from the College and meets financial aid requirements.

Students are limited to "Degree-Seeking Undeclared" for two semesters, after which they must declare a degree or certificate. Fall, Spring and Summer each count as one semester. Those who do not declare a degree or certificate will be placed into Non-Degree status. Students who are non-degree seeking are not eligible to receive financial aid, veterans education benefits, and some scholarships. Students who are unsure of their career path should contact Career Services in the Counseling Center for assistance at 775-673-7060.

Proper Use of Funds

Financial aid funds are to be used for education-related expenses only. Direct educational costs are tuition, fees, books and supplies. Indirect educational costs include expenses for room and board, transportation and other applicable living expenses incurred while attending TMCC.

GENERAL INFORMATION

- About Truckee Meadows Community College (p. 20)
- Academic Calendar (p. 21)
- Accreditation (p. 21)
- Educational Programs Inspiring the Community (https://www.tmcc.edu/educational-programs-inspiring-community/)
- Family Education Rights and Privacy Act (FERPA) (p. 19)
- Notice of Nondiscrimination (p. 21)
- Student Responsibilities (p. 19)
- TMCC High School (http://catalog.tmcc.edu/general-information/tmcc-high-school/)

Family Education Rights and Privacy Act (FERPA)

In accordance with institutional policy and the U.S. Family Education Rights and Privacy Act of 1974 (FERPA), Truckee Meadows Community College vigorously protects the privacy of student education records. The institution does not release private records of individual students, such as grades and class schedules, without prior written consent of the student or as specifically authorized by FERPA. Some of the exceptions to the prior written consent exceptions are reviewed below and are also found in the Statement of Policy in Accordance with FERPA (p. 350).

As permitted under federal law, the sole exception to the above practice is the release of "directory" information considered to be public in nature and not generally deemed to be an invasion of privacy. At Truckee Meadows Community College the following categories are defined as "directory" information: student name, participation in officially recognized activities and sports, address, telephone number, weight and height of members of athletic teams, most recent educational agency or institution attended, email address(s), semesters of enrollment, full-time/part-time status, degree(s) awarded, emphasis field(s), certificate field(s), honors and awards, and date(s) of graduation.

- Administrative offices will use photographs as an additional safeguard in verifying a student's identity.
- Faculty and staff members will have access to student photos for class rosters, testing, and academic advising.
- Student photos CANNOT be released to third parties without consent of the student. Photos are for internal use only by College Officials.

Students have the right to request non-disclosure of directory information. If they do not restrict release of this information, it is probable that the information will be released and disclosed. Truckee Meadows Community College uses directory information for non-commercial, educational purposes, such as to mail notices to students about changes in policies, services or opportunities. Directory information may also be provided by commercial purposes to businesses affiliated with the institution, honor societies, the alumni association and foundation, or other individuals for purposes that may be beneficial to students. The institution exercises discretion in responding to requests for directory information and may or may not provide such information when requested, depending on the intended purpose of the request. The institution does not sell or rent student information for a fee.

It is important to consider carefully the potential consequences of restricting the release of directory information. If a student restricts release for non-commercial educational purposes, the institution will be unable to place the student's name in publications such as honors and graduation programs; to confirm graduation and dates of attendance to potential employers; to verify enrollment with organizations such as insurance companies; or to send notifications about specialized scholarships without the express written authorization of the student.

If, after due consideration, a student wishes to restrict the release of directory information, they may access the FERPA restriction component of MyTMCC (http://my.tmcc.edu/), navigate to Demographic Data > Security > Edit FERPA / DIRECTORY Restrictions, and select from the following choices:

- Do not disclose my information for commercial purposes.
- Do not disclose my information for non-commercial, education purposes.
- Do not disclose my information for both commercial and non-commercial purposes.

Students may also print this page, sign and return to the Admissions and Records Office.

Signature: _____
Date:_____

Printed name: _____

Student Responsibilities

Student Responsibilities

- Read and understand the contents of the College Catalog.
- Become familiar with College policies and procedures.
- Be aware of College deadlines, including dates for registration, fee payments, dropping classes and registration changes.
- Keep the College informed of changes in name, address, phone number, enrollment changes, which could affect financial aid awards and/or any other circumstances which could affect satisfactory progress toward a degree/emphasis/certificate. See Change of Student Information.
- Attend class and complete all assignments in accordance with the expectations established by the instructor and behave in a manner which contributes to a positive learning environment for all in the classroom and on the campus. See Rules and Disciplinary Procedures for Students (p. 346) or contact the student conduct officer to address any conduct concerns.
- Use the College Catalog program worksheet to plan which courses to take each semester and utilize the Academic Advisor Report (AAR) in MyTMCC to track your program progress.
- Schedule an appointment with a faculty member in your chosen program of study or an academic advisor to discuss your time line and pathway to program completion.
- Physically or learning disabled students may call 775-673-7277 to receive a copy of this course catalog in a more accessible form.

Change of Student Information

While it is critical that all students keep the Admissions and Records office apprised of any changes, it is required of students who receive federal financial aid or Veterans benefits to keep name, address and degree, emphasis or certificate information current. Failure to do so may affect eligibility for continued benefits. Changes in degree, emphasis or certificate also affect advisement and course catalog choice for

graduation. When the Admissions and Records office becomes aware of an incorrect address, a registration hold is placed until the address is corrected. Contact the Admissions and Records office to remove address holds.

- Request to change personal Identification data: Students can process a change of name by completing the NSHE form (https://nshe.nevada.edu/info-center/nshe-forms/) and bringing legal documentation supporting the name change to the Admissions and Records office.
- A change of address can be made through MyTMCC (http://my.tmcc.edu/), or in person at the Admissions and Records office.
- Students may submit the Degree, Emphasis or Certificate Change form (http://www.tmcc.edu/admissions/downloads/) on line or in person to the Admissions and Records office.

Disclaimer

The TMCC Course Catalog describes anticipated programs, courses and requirements. These are subject to modification at any time to accommodate changes in college resources or educational plans. The course catalog does not constitute a contractual commitment that the College will offer all the courses or programs described. The College reserves the right to eliminate, cancel, reduce or phase out courses, programs and requirements for financial, curricular or programmatic reasons. The College also reserves the right to limit enrollment in specific programs and courses, to change fees during the student's period of study and to require a student to withdraw from the institution for cause at any time.

About Truckee Meadows Community College

About TMCC

Truckee Meadows Community College (http://www.tmcc.edu/about/) is a public, 2-year institution located in Reno, Nevada. The College serves more than 25,000 students each year in credit and non-credit programs at four college sites and more than 30 community locations.

NSHE Board of Regents

TMCC is part of the Nevada System of Higher Education (https://nshe.nevada.edu/) (NSHE) and governed by the Board of Regents (https://nshe.nevada.edu/leadership-policy/board-of-regents/current-regents/). The Chancellor (https://nshe.nevada.edu/leadership-policy/chancellor/) is appointed by the Board to serve as the NSHE's chief executive officer.

Dr. Thom Reilly, Chancellor
Jason Geddes, Ph.D. Chairman
Mark W. Doubrava, Vice Chairman
Carol Del Carlo
Dr. Patrick R. Carter
Amy J. Carvalho
Trevor Hayes
Lisa Levine
Cathy McAdoo
Donald Sylvantee McMichael Sr.
John T. Moran
Kevin J. Page
Laura E. Perkins
Rick Trachok

College Officers

Dr. Karin Hilgersom, Ph. D.	President
Dr. Marie Murgolo-Poore, Ph.D.	Vice President of Academic Affiars
Jim New	Vice President of Finance and Administrative Services
Ms. Estella LeVario-Gutierrez, M.S.	Vice President of Student Services and Diversity
Ms. Elena Bubnova	Associate Vice President of Research, Marketing and Web Services

Institutional Vision, Mission, Values and Core Themes

Vision

Truckee Meadows Community College creates the future by changing lives.

Mission

Truckee Meadows Community College promotes student success, academic excellence and access to lifelong learning by supporting high-quality education and services within our diverse community.

Values

The values upon which Truckee Meadows Community College bases its mission and vision statements are the principles, standards, and qualities the College considers worthwhile and desirable. Truckee Meadows Community College is committed to:

- Student access and success
- Excellence in teaching and learning
- Evidence of student progress through assessment of student outcomes
- Nurturing a climate of innovative and creative thought
- Collaborative decision making
- Community development through partnerships and services
- Ethical practices and integrity
- Respect, compassion, and equality for all persons
- Responsible and sustainable use of resources
- Fostering attitudes that exemplify responsible participation in a democratic society
- A healthy environment and a healthy college community

Core Themes

- Core Theme I: Student Success
- Core Theme II: Academic Excellence
- Core Theme III: Access to Lifelong Learning
- Core Theme IV: Stewardship of Resources

Accreditation

Truckee Meadows Community College is accredited by the Northwest Commission on Colleges and Universities.

Accreditation of an institution of higher education by the Northwest Commission on Colleges and Universities indicates that it meets or exceeds criteria for the assessment of institutional quality evaluated through a peer review process. An accredited college or university is one which has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation.

Accreditation by the Northwest Commission on Colleges and Universities is not partial but applies to the institution as a whole. As such, it is not a guarantee of every course or program offered, or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution.

Inquiries regarding an institution's accredited status by the Northwest Commission on Colleges and Universities should be directed to the administrative staff of the institution. Individuals may also contact:

Northwest Commission on Colleges and Universities
8060 165th Avenue N.E., Suite 100
Redmond, WA 98052
(425) 558-4224
www.nwccu.org (http://www.nwccu.org/)

Notice of Non-Discrimination

TMCC is in compliance with Executive Order 11246, Title VII Civil Rights Act (1964) as amended by the Equal Employment Opportunity Act of 1972; Title IX Regulation Implementing Education Amendments of 1972; Section 504, Rehabilitation Act of 1973, the Americans with Disabilities Act, the 1991 Civil Rights Act and all other federal, state and Nevada System of Higher Education rules, laws, regulations and policies.

All matters of alleged discrimination under the previously cited laws, regulations and policies should be referred to the Title IX and Section 504 Director. (http://titleix.tmcc.edu)

More information is available in the Policies and Regulations section regarding:

- NSHE Policy Against Discrimination and Sexual Harassment; Complaint Procedure (p. 325)
- Title IX (http://www.tmcc.edu/human-resources/discrimination-harassment/titleix/)

Equal Employment Opportunity and Affirmative Action Statement

TMCC is an EEO/AA (equal employment opportunity/affirmative action) institution and does not discriminate on the basis of sex, age, race, color, religion, physical or mental disability, creed, national origin, veteran status, sexual orientation, genetic information, gender identity, or gender expression in the programs or activities which it operates. All operating policies of the College pertaining to, but not limited to, the instructional programs, student services programs, learning resources services and the employment of all professional, classified and student employees direct such nondiscrimination.

Academic Calendar

This calendar is subject to change. For the most current calendar please visit the VPAA (http://www.tmcc.edu/vpaa/) Website and navigate to the Academic Calendar.

Fall Semester 2020	
Faculty Contract Start Date - Academic Semester Begins	August 13, 2020
Instruction Begins	August 24, 2020
Labor Day (Holiday)	September 5 - September 7, 2020
Nevada Day (Holiday)	October 30, 2020
Veterans Day (Holiday)	November 11, 2020
Campus Closed	Nov. 11, 2020
Thanksgiving Break (Holiday)	November 26 - November 29, 2020
Instruction Ends	December 12, 2020
Final Grades Due - Fall Semester Ends	December 15, 2020
Faculty Contract End Date[2]	December 15, 2020
Number Instructional Days[1]	75
Number Academic Days[1]	84
Christmas Day (Holiday)	December 25, 2020
Winter Session 2020/2021	December 21, 2020- January 14, 2021
Final Grades Due	January 19, 2021
Spring Semester 2021	
Academic Semester Begins	January 11, 2021
Martin Luther King, Jr. Day (Holiday)	January 18, 2021
Instruction Begins	January 25, 2021
Presidents Day (Holiday)	February 15, 2021
Spring Break	March 13-19, 2021
Instruction Ends	May 15, 2021
Final Grades Due	May 18, 2021

Graduation - Spring Semester Ends	May 21, 2021
Faculty Contract End Date[2]	May 21, 2021
Number of Instructional Days[1]	74
Number of Academic Days[1]	88
Memorial Day (Holiday)	May 29 - May 31, 2021
Summer Session 2021	
First Term	June 1 - July 02, 2021
Independence Day (Holiday)	July 4, 2021
Grades Due First Term	July 6, 2021
Second Term	July 6 - August 6, 2021
Grades Due Second Term	August 10, 2021

[1] Does not include Saturdays, Sundays or Holidays

[2] Friday is the last instruction day for faculty who are not teaching Saturday courses.

GRADES

Grading Scale

The following grades and marks are used at TMCC:

Due to unanticipated COVID-19 related restrictions through the Summer 2020 class schedule, NSHE Board of Regents *(Title 4, Chapter 17, Section 37)* authorized the ability for students to change letter grades to S/U. After Summer 2020 grades post students have until 11:59 p.m., Friday, August 21, 2020 to petition, through Academic Advisement, for a grade change (https://www.tmcc.edu/advisement/downloads/su-grade-change-request/). Students must be aware of the effect such a change might have on their degree program.

Grade	Grade Point Value
A SUPERIOR	4.0
A-	3.7
B+	3.3
B ABOVE AVERAGE	3.0
B	2.7
C+	2.3
C AVERAGE	2.0
C-	1.7
D+	1.3
D BELOW AVERAGE	1.0
D-	0.7
F FAILURE	0.0

The grade point value associated with each grade denotes how many points are accumulated for each credit earned with that grade. The grade point average is determined by dividing the sum of the grade points earned by the total number of units earned with a regular letter grade.

Individual faculty members choose whether to use the “plus” and “minus” grades. Students are informed of the instructor’s choice of grading scale at the beginning of the class in the course syllabus. Students may not appeal the format an instructor chooses. The following marks are also part of the grading system, but carry no grade point value.

P (Pass)	Developmental/remedial, credit-by-exam courses, or nontraditional credit only
S (Satisfactory)	C or above
U (Unsatisfactory)	D or below
I (Incomplete)	
IP (In Progress)	
AD (Audit)	
W (Withdraw)	Student withdraws by the midpoint of the course. Date of last attendance is recorded in MyTMCC.
NR (Not Reported)	Assigned by Registrar pending submission of final grade by instructor.
R (Replaced)	Individual course grade replaced under academic forgiveness. Will not calculate into GPA.

Grade Reports, Incomplete Grades and Grade Appeals

Grade Reports

Students can access grades and print a copy of their grade report at my.tmcc.edu (http://my.tmcc.edu) approximately one week after the end of term. To receive a complete summary of their academic history, students should request an official transcript.

Incomplete Grades

A temporary grade of Incomplete (I) may be granted to a student at the end of the semester if the student is performing passing work in the course, and there are extenuating circumstances (beyond the student’s control) that prevent the student from completing the course requirements by the end of the instructional period. Non-attendance, poor performance or requests to repeat the course are unacceptable reasons for issuance of the “I” grade. A class with an “I” grade cannot be used as a prerequisite for another class. A conference between the instructor and the student should be held prior to the due date for grades at the end of the semester and a detailed statement describing the work to be completed must be signed by the instructor and the student, and department chair or dean. Students have until the last day of the next regular semester to complete all agreed upon work for a course in which they receive an Incomplete. (Summer and Winter sessions are not defined as a semester for this purpose.) Failure to do so will result in the Incomplete grade being changed to an ‘F’ grade. Students must make arrangements with the instructor who originally issued the incomplete or, if the instructor is not available, the department chair or dean to complete the requirements.

Location: Vice President of Academic Affairs Office, Sierra Building 200 I

Phone: 775-673-7090
Fax: 775-674-7691
Website: http://tmcc.edu/vpaa (http://tmcc.edu/vpaa/)

Every student has a right to receive a grade assigned upon a fair and unprejudiced evaluation based on a method that is neither arbitrary nor capricious; and the purpose of the Grade Appeal Policy (http://www.tmcc.edu/vpaa/policies-and-procedures/grade-appeal/) is to provide the student with a safeguard against receiving an unfair final grade, while respecting the academic responsibility of the instructor. Thus, this policy recognizes that:

- Instructors have the right to assign a grade based on any method that is professionally acceptable, submitted in writing to all students, and applied equally.

A grade appeal shall be confined to charges of unfair action toward an individual student and may not involve a challenge of an instructor’s grading standard.

This policy does not cover instances where students have been assigned grades based on academic dishonesty or academic misconduct. For grade appeals alleging discrimination, harassment or retaliation in violation of TMCC’s Sexual Harassment Policy (p. 325), please contact the Equity and Inclusion Office (http://tmcc.edu/diversity/).

A student who wishes to appeal the grade must do so within 90 days of the official ending date of class. The academic dean's decision on a grade appeal is final.

Satisfactory Academic Progress

Students progressing towards a degree, emphasis, or certificate at Truckee Meadows Community College must maintain a minimum cumulative grade point average of 2.0, which is equivalent to an average grade of C, to be considered making satisfactory academic progress and remain in "good standing." Students who meet the satisfactory academic progress requirements are considered to be in "good standing" status.

This policy applies to all degree-seeking or certificate-seeking students. Additional progress standards for veterans, scholarship awardees and financial aid recipients are also applied as appropriate.

See the Satisfactory Academic Progress Policy (p. 349) or Vice President for Academic Affairs (http://www.tmcc.edu/vpaa/) to review the policy in its entirety.

Course Retake and Grade Replacement

Course Retake

Students have the right to retake any course as long as current prerequisites and departmental and program requirements are satisfied, and have only the highest grade used in the computation of their total grade point average. Students will not receive duplicate credit for retaken courses. Students who are receiving financial aid or Veterans benefits should consult with the appropriate office from which they are receiving aid before retaking a course. Students should contact the appropriate department or program for prerequisite and other course requirements.

For financial aid, students may repeat a course no more than one time, after which they may not receive funding for that class.

Grade Replacement

A student who has repeated a course may petition to have the higher grade remain on his/her transcript and have the lower grade changed to an "R" to indicate the course was retaken. Both the original and repeated course must be completed at TMCC. Students may replace up to 12 units of coursework. A 'W' is considered an action, not a grade, and cannot be replaced by an 'R.' A student's academic standing (Dean's list, probation, suspension, etc.) cannot be retroactively changed by retaking courses. Students may not apply for grade replacement for courses in which they received a sanction for academic dishonesty.

Procedures: A student must submit a Grade Replacement Request for Repeated Courses to the Admissions and Records Office after completing the repeated course and the new grade has posted. Additional information is available from the Admissions and Records Office.

Students must submit a completed Grade Replacement Request Form (http://www.tmcc.edu/admissions/downloads/) online to the Admissions and Records Office; or, the form can be printed and submitted via fax, as a scanned document sent via an email, or in person.

Academic Forgiveness

Students may petition, one time only, to have up to two consecutive semesters worth of units adjusted on their academic record. The names of the courses will remain on the transcript, grades will be converted to "W" and a notation will be placed on the record indicating that a petition was filed and academic forgiveness granted for the semester(s) indicated. Selected grades for the semester(s) will be converted and the forgiven coursework will not calculate into the TMCC GPA.

Procedure

To receive academic forgiveness one year needs to have passed following the semester(s) forgiven. A minimum of 15 units need to be completed with a cumulative minimum GPA of 2.2 in the interim. Transfer work can be considered and official transcripts must be submitted.

Students must complete the Academic Forgiveness form (http://www.tmcc.edu/admissions/downloads/). The completed form must be submitted to the Admissions and Records Office in person, by fax, or as a scanned document sent via e-mail.

GRADUATION

Graduation Information

For the most current graduation information see the Admissions and Records website. (https://www.tmcc.edu/admissions/graduation-commencement/graduation-information/)

Graduation Candidates

The Admissions and Records Office will automatically review your progress toward the completion of your degree for the degree that you have currently declared. We highly recommended that you meet with an Academic Advisor prior to your last semester in order to review your records and ensure all graduation requirements will be met.

You will receive an email approximately 4–6 weeks after the beginning of the semester indicating your eligibility to graduate. You will have the opportunity to "opt out" of the auto-grad process if you do NOT wish to receive your degree in the current semester. If you do not receive the auto-grad email and feel that you should be eligible to graduate with your declared degree, please contact Academic Advisement (https://www.tmcc.edu/advisement/contact/) to request a Grad Check appointment.

Graduation Applicants

The following information is only for students who wish to apply for graduation for a degree other than what he/she is declared, OR for students completing in the Summer Semester.

Students who would like to apply to graduate with a degree that is NOT their declared degree, and/or students who will complete the requirements to receive a degree in the Summer Semester, may submit a separate application for graduation (https://www.tmcc.edu/admissions/graduation-commencement/steps-to-graduate/) for each degree or certificate of achievement they may earn. Students may earn multiple degrees/certificates subsequently or simultaneously, provided that they satisfy the requirements for each degree.

Summer Graduation Applicants: Students who will complete their requirements to graduate and receive their degrees in the Summer session, MUST complete the online graduation application by the April 1 deadline if you want your name and degree information included in the Commencement program.

Graduation Requirements

Students must satisfy all of the following requirements to earn a degree or certificate of achievement at TMCC:

1. Be a Graduation Candidate (auto-graduation application) or a Graduation Applicant (submit a separate, completed Application for Graduation (http://www.tmcc.edu/admissions/graduation-commencement/steps-to-graduate/) to the Admissions and Records Office for each degree or certificate of achievement earned). Priority Deadline dates for filing these applications are:

Fall Semester	November 1
Spring Semester	April 1
Summer Session	June 1

*If the first of the month falls on a weekend, the deadline will be the following Monday. Applications for Spring and Summer must be received by **April 1** in order for graduates' names to be printed in the Commencement program.*

2. Complete 15 semester, degree-applicable units 'in residence' for Associate degrees and Certificates of Achievement or complete 32 semester, degree applicable unites 'in residence' for Bachelor degrees. This means that a student must complete a minimum of 15 or 32 degree-applicable units in person or through Web College at TMCC. Units awarded for challenge examinations, military training, continuing education units, proprietary schools, Peace Officers Standard Training, American Institute of Banking, and Advanced American Red Cross are not considered 'in residence' units.

3. Truckee Meadows Community College graduation GPA: In order to graduate, students are required to have a minimum cumulative GPA of 2.0 at TMCC. Grade-point averages earned at other post-secondary institutions are not reflected in the TMCC cumulative GPA. Specific degree programs may require higher GPA and other post-secondary grades; students should consult with their advisor if they have questions.

4. Meet all financial and library obligations to the Nevada System of Higher Education. If a student has any outstanding debt, they may pay it at the Cashier's Office (http://www.tmcc.edu/accounting-services/). Library obligations can be cleared through the Elizabeth Sturm Library (http://www.tmcc.edu/library/).

5. Complete the curriculum requirements for the degree, emphasis, or certificate according to their Choice of Catalog for Graduation (Matriculation, Degree Declaration, First Offered, Graduation).

Choice of Catalog for Graduation

Students may graduate under one of the following catalogs:

- **Matriculation:** The catalog in effect the year that a student initially attends a class at TMCC. Educational Programs Inspiring the community (EPIC), and Career and Technical Education (CTE) College Credit classes do not apply towards initial attendance/enrollment.
- **Degree Declaration:** The catalog in effect the year a student officially declares a degree, emphasis or certificate with the Admissions and Records Office.
- **First Offered:** If a degree, emphasis or certificate is offered for the first time after a student has matriculated, they may follow the catalog requirements for the year the degree is first offered.
- **Graduation:** The catalog in effect the year that a student will graduate. Nursing, Radiologic Technician, Dental Assisting, Dental Hygiene and Veterinary Nursing programs require students to graduate under the course catalog year they were accepted into the program. If students interrupt their college studies for more than two consecutive semesters, including Summer session, the College encourages them to meet the requirements of the course catalog year under which they will complete the requirements for the degree, emphasis, or certificate.

The catalog selected may not be more than 6 years old for Certificates of Achievement or Associates degrees and 10 years old for Bachelor's degrees. Students may not use a combination of course catalogs for graduation. Summer session is included in the previous course catalog year, i.e., Summer 2021 would be under the 2020-2021 course catalog. For specific details, please see a TMCC Academic Advisor. (https://www.tmcc.edu/advisement/)

Transferring in Units Towards Graduation

Students wishing to apply units earned at other institutions must submit an official transcript showing the posted grades to the Admissions and Records Office and complete the Credit Evaluation for Transfer Student (http://www.tmcc.edu/advisement/downloads/credit-evaluation-for-transfer-students/) form. Transcripts showing courses 'in progress' may not be used towards graduation. For additional information and transfer credit unit limits refer to the 'Transfer Credit Policy on the Evaluation of Previous Training and Education' section of the catalog.

Skills Certificates

Students do not need to complete a graduation application to receive a 'Skills Certificate'. The Skills Certificate designation will automatically appear on your transcript, below the semester that you completed the requirements to receive it. Diplomas are not generated for Skills Certificates earned and students are not eligible to participate in the Commencement Ceremony.

Commencement

All graduating students are encouraged to participate in Commencement, which is held at the close of the Spring semester each year. At that time, all degrees and certificates of achievement are conferred upon the Fall, Spring and Summer graduates for the year. Diplomas are not handed out at Commencement. Please see the Commencement (http://www.tmcc.edu/admissions/graduation-commencement/commencement-information/) website for additional information.

TMCC is pleased to provide the following information regarding our institution's graduation/completion and transfer-out rates. The information is provided in compliance with the Higher Education Act of 1965, as amended. The rates reflect the graduation, completion and transfer-out status of students who enrolled during the Fall 2012 semester and for whom 150% of the normal time-to-completion has elapsed.

During the fall semester of 2012, 540 first-time, full-time, certificate or degree-seeking students entered TMCC. After 6 years, 30% of these students had graduated from our institution or completed their programs and 14% had transferred to other higher education institutions.

Questions related to this report should be directed to:

Institutional Research Office
775-673-8239

While reviewing this information, please bear in mind:

· Graduation and transfer-out rates are based on 6 years of attendance that equates to 150% of our longest program.

· Graduation (and transfer-out) rates do not include students who left the school to serve in the armed forces, on official church missions, or in the foreign service of the federal government. Students who died or were totally and permanently disabled are also excluded.

· The majority of TMCC's students are not full-time (In Fall 2018, only 28% enrolled in 12 or more units per semester), and graduation is not the only measure of success for all of our students.

TMCC ACADEMIC DIVISIONS

Please visit the division websites for the most up to date and accurate information on educational programs and opportunities.

Business and Social Science Division (http://www.tmcc.edu/business/)

Amy Williams
Dean
775-824-3831

Liberal Arts Division (http://www.tmcc.edu/vpaa/academic-divisions/liberal-arts-division/)

Dr. Paul Allen
Dean
775-674-7937

Sciences Division (http://www.tmcc.edu/vpaa/academic-divisions/sciences-division/)

Dr. Julie Ellsworth
Dean
775-674-7552

Technical Sciences Division (http://www.tmcc.edu/vpaa/academic-divisions/technical-sciences-division/)

Barbara Walden
Interim Dean
775-856-5307

Overview of Degrees and Certificates Offered

Bachelor's

The Bachelor of Applied Science and Bachelor of Science degree programs are included under the accreditation of Truckee Meadows Community College. Bachelor degrees are designed to grow professional skills and respond to the demand for highly technical professionals in the workplace. BAS and BS degrees contain a minimum of 40 upper-division units, and 32 units must be earned at TMCC.

Associate of Arts and Associate of Science

Associate of Arts (AA) and Associate of Science (AS) degrees are designed for students who plan to transfer to a four-year college or university for a baccalaureate degree. Satisfactory completion of an AA or AS guarantees fulfillment of lower-division General Education requirements at UNR, UNLV, or NSC. Students planning to transfer should refer to the catalog of the institution they plan to transfer to or an applicable transfer agreement.

Students may choose from the following options:

- The Associate of Arts or Associate of Science General degrees uses approved curriculum to fulfill General Education, Diversity, U.S./Nevada Constitutions, Foreign Language (AA only), additional Science (AS only) and Elective requirements. Students in a general AA or AS track should work closely with Academic Advising to choose at least 15 units in a field of study which aligns with a designated major at a four-year institution.
- An AA or AS degree in a particular discipline, such as the Associate of Arts - Fine Arts or the Associate of Science - Chemistry, which has specific degree requirements and may require specific courses to fulfill General Education, Diversity, U.S./Nevada Constitutions, and/or Electives.

Associate of Applied Science

The Associate of Applied Science (AAS) is a non-transfer degree designed for students who seek employment and/or certification following completion.

Certificate of Achievement

The Certificate of Achievement is a non-transferable certificate within an AAS degree program.

Associate of General Studies

The Associate of General Studies (AGS) is a non-transfer degree designed for students who desire a well-rounded education.

Certificate of Achievement General Studies

The Certificate of Achievement-General Studies (AGS) is a non-transferable certificate within the AGS degree.

Skills Certificate

Skills certificates may be designed as stackable credentials within existing associate degree tracks and are intended to provide training for entry level positions or career advancement. They are shorter and narrower in focus than certificates of achievement and do not have a General Education component. Skill certificates prepare students to take state, national and/or industry-recognized certification or licensing examinations. Please note that while skills certificate programs provide this instruction and training, TMCC does not guarantee that a student will pass the intended certification or licensing exam.

DEGREES AND CERTIFICATES

Degrees and Certificates

Apprenticeships

Degrees

- Apprenticeship Program, AAS (p. 28)

Certificates of Achievement

- Apprenticeship (p. 29)

Skills Certificates

- Apprenticeship (p. 30)

Apprenticeship, AAS

Qualifying apprenticeship programs of four or more years may lead to an Associate of Applied Science in apprenticeship. The student that completes an apprenticeship will have the skills, knowledge and abilities to work at a journey person level in one of the associated building or utility trades. Individuals must apply and be accepted to a qualifying apprenticeship program to pursue this degree.

Qualifying Apprenticeship Programs

Department	Phone
Field Ironworkers, JATC	916-428-7420
Northern Nevada Carpenters, JATC	702-452-5099
Northern Nevada Electrical, JATC	775-358-4301
Northern Nevada Operating Engineers, JATC	775-575-2729
Northern Nevada Painters and Decorators	
Northern Nevada Plasterers & Cement Masons, JATC	775-359-4241
Northern Nevada Plumbers, Pipefitters & HVAC, JATC	775-359-2229
Northern Nevada Sheet Metal Workers, JATC	775-331-6393
NV Energy Gas Utility	775-359-4241

Outcomes

Students completing the degree will:

- Demonstrate a comprehensive understanding of principles, skills, and applications of the specific trade to work safely and efficiently in the industry.
- Perform tasks in accordance with local and national regulations.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		**[21]**
Diversity [2]		*[3]*
Communications/English [1]		*6*
Fine Arts/Humanities/Social Science [1]		*3*
Human Relations [1]		*[3]*
	Embedded in apprenticeship units	
Mathematics (Quantitative Reasoning)		*[3]*
	Embedded in apprenticeship units	
Science		*3*
	Required	
Embedded in apprenticeship units for the following programs:		
	• Northern Nevada Electrical, JATC	
	• Northern Nevada Plumbers and Pipefitters,ATC	
	• Northern Nevada Operating Engineers, JATC	
	Apprentices in all other programs must complete a Science General Education course [1]	
U.S. and Nevada Constitutions [1]		*3*
Emphasis Requirements		
All emphasis requirements will be fulfilled by the approved apprenticeship course		40
	Carpenters: CPT	
	Cement Masons: PLCM	
	Electrical: ELEC	
	Ironworkers: IRW	
	Natural Gas Utilities: NGPF, NGPO, NGSM	
Operating Engineers: OPE		
	Painters and Decorators: PTD	
	Plasterers: PLST	
	Plumbers and Pipefitters: PPF	
	Refrigeration (HVAC): RS	
	Sheet Metal: SMTL	
Elective Requirements		
Any remaining apprenticeship class(es) from the same program as emphasis.		
Select 5-8 units from the following:		5-8
	Any AAD, AC, ADT, BI, CADD, CE, CONS, ENGR, ENRG, MT, OSH or WELD class(es)	
Total Units		60

[1] See approved General Education list for the AAS Degree (p. 201)

[2] Course may also count toward degree requirements. Please consult with Academic Advisement.

[3] Students in apprenticeships with embedded qualifying Science curriculum must complete at least 8 units.

Apprenticeship, Certificate of Achievement

Qualifying apprenticeship programs for the certificate of achievement consist of two or more years of training. The student who completes this field of study will have the skills, knowledge and abilities to work in one of the building or utility trades and will be provided with basic technical-trade knowledge and manual skills required in the field. Besides general education requirements, the student will complete skill-specific courses and on-the-job training. Students must apply and be accepted into one of the qualified apprenticeship programs.

Qualifying Apprenticeship Programs

Department	Phone
Northern Nevada Electrical Workers, JATC	775-358-4301
Field Ironworkers, JATC	916-428-7420
International Union of Painters & Allied Trades, JATC	775-323-0567
Northern Nevada Bricklayers/ Tilesetters, JATC	702-876-6563
Northern Nevada Carpenters, JATC	702-452-5099
Northern Nevada Electrical, JATC	775-358-4301
Northern Nevada Operating Engineers, JATC	775-575-2729
Northern Nevada Plasterers & Cement Masons, JATC	775-359-4241
Northern Nevada Plumbers, Pipefitters & HVAC, JATC	775-359-2229
Northern Nevada Sheet Metal Workers, JATC	775-331-6393
NV Energy Gas Utility	775-834-7018

Certificate Outcomes

Students completing the certificate will:

- Demonstrate a comprehensive understanding of principles, skills, and applications of the specific trade to work safely and efficiently in the industry.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Human Relations		*[3]*
	Embedded in apprenticeship curriculum.	
Mathematics		*[3]*
	Embedded in apprenticeship curriculum.	
Certificate Requirements		
All Certificate requirements will be fulfilled by approved apprenticeship courses.		24
	Bricklayers: BRL	
	Carpenters: CPT	
	Cement Masons: PLCM	
	Electricians: ELEC	
	Iron Workers: IRW	
	Natural Gas Utilities: NGPF, NGPO, NGSM	
Operating Engineers: POE		
	Painters and Decorators: PTD	
	Plasterers: PLST	
	Plumbers and Pipefitters: PPF	
	Refrigeration (HVAC): RS	
	Sheet Metal: SMTL	
Elective Requirements		
Select at least 3 units from any remaining apprenticeship class(es) from the same program as emphasis.		1-3
	Any AAD, AC, ADT, BI, CADD, CE, CONS, ENGR, ENRG, MT, OSH or WELD class(es)	
Total Units		30

Course sequences are established separately for each qualified apprenticeship program. Please see your apprenticeship coordinator for the required sequence.

1st semester	**Units**
Approved Apprenticeship class [2]	5-8
Communications [1]	3
Semester Total	8
2nd semester	
Approved Apprenticeship class [2]	5-8
Elective [2]	3
Semester Total	8
3rd semester	
Approved Apprenticeship class [2]	5-8
Elective [2]	3
Semester Total	8
4th semester	
Approved Apprenticeship class [2]	5-8
Semester Total	5
5th semester	
Approved Apprenticeship class (if necessary)	5-8
Semester Total	1
6th semester	
Approved Apprenticeship class (if necessary)	5-8
Semester Total	0
Total Units	30

[1] See approved General Education list for the AAS Degree. (p. 201)
[2] See program recommendations or requirements.

For additional information, please contact the apprenticeship training office at 775-856-5302, or your qualifying sponsoring indentured apprenticeship training program.

Apprenticeship, Skills Certificates

Qualifying Apprenticeship Programs

Department	Phone
Northern Nevada Electrical Workers, JATC	775-358-4301
Field Ironworkers, JATC	916-428-7420
International Union of Painters & Allied Trades, JATC	775-323-0567
Northern Nevada Bricklayers/ Tilesetters, JATC	702-876-6563
Northern Nevada Carpenters, JATC	702-452-5099
Northern Nevada Electrical, JATC	775-358-4301
Northern Nevada Operating Engineers, JATC	775-575-2729
Northern Nevada Plasterers & Cement Masons, JATC	775-359-4241
Northern Nevada Plumbers, Pipefitters & HVAC, JATC	775-359-2229
Northern Nevada Sheet Metal Workers, JATC	775-331-6393

Code	Title	Units
Skills Certificate Requirements		
All Skills Certificate requirements will be fulfilled by approved apprenticeship courses.		variable
Bricklayers: BRL		
Carpenters: CPT		
Cement Masons: PLCM		
Electricians: ELEC		
Iron Workers: IRW		
Natural Gas Utilities: NGPF, NGPO, NGSM		
Operating Engineers: POE		
Painters and Decorators: PTD		
Plasterers: PLST		
Plumbers and Pipefitters: PPF		
Refrigeration (HVAC): RS		
Sheet Metal: SMTL		

Course sequences are established separately for each qualified apprenticeship program. Please see your apprenticeship coordinator for the required sequence.

For additional information, please contact the apprenticeship training office at 775-856-5302, or your qualifying sponsoring indentured apprenticeship training program.

Transfer Degrees

The Associate of Arts or Associate of Science General degree uses approved curriculum to fulfill General Education, Diversity, U.S./Nevada Constitutions, Foreign Language (AA only), additional Science (AS only) and Elective requirements. Students in a general AA or AS track should work closely with Academic Advising to choose at least 15 units in a field of study which aligns with a designated major at a four-year institution.

Degrees

- Associate of Arts (p. 30)
- Associate of Science (p. 31)

Associate of Arts Degree

General

This program can be completed 100% online.
AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- **Great Basin College**
- **University of Nevada, Reno**

The Associate of Arts degree is designed for students who plan to transfer to a four-year college or university for a baccalaureate degree. Satisfactory completion of the degree guarantees fulfillment of lower-division general education requirements at UNR, UNLV, or NSC. Students who intend to transfer to other institutions should consult an advisor or follow the catalog of the transfer institution.

Outcomes

Students completing the degree will:

- Be prepared to transfer to college and university baccalaureate programs with junior standing.
- Complete TMCC's general education transfer requirements.
- Acquire the knowledge, skills, and values consistent with a liberal arts education.
- Acquire the knowledge of the subject matter appropriate to their academic emphasis.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements [2]		
English		*3-6*
Including ENG 102 or ENG 114 [1]		

Fine Arts	*3*
Humanities	*3*
Mathematics	*3*
Science (Lab Required)	*6*
Social Science	*3*
Additional College Requirements	
Diversity [4]	*[3]*
Foreign Language [3]	*0-14*
U.S. and Nevada Constitutions	*[3]*
Elective Requirements [5]	**22-36**
Total Units	60

1 If you place into ENG 102 or ENG 114, the additional 3 required units will become elective credit.

2 See the approved General Education (p. 197) page for a complete of courses.

3 **Options to Complete the Foreign Language Requirement:**
- Complete a fourth-semester transferable college course in a foreign language.
- Complete a fourth-semester transferable college course in American Sign Language (AM).
- Demonstrate proficiency through placement examination or other means. Students interested in taking a placement examination should contact the TMCC testing center (http://testing.tmcc.edu) at 775-673-8241 for information.
- Complete four years of high school foreign language.

Students who have proficiency in a foreign language that is equivalent to that of students who have completed four semesters of college-level foreign language may be eligible to waive this requirement. Students will be required to provide appropriate documentation to the department to support this claim. Contact the Humanities department at 775-674-7945 or TMCC Academic Advising at 775-673-7062 for information.
Additional elective units may be necessary to meet the total degree requirements.

4 May also be used to satisfy another General Education, Degree/Emphasis, or Elective requirement.

5 Any approved university transfer course will fulfill the elective units. Check TMCC course descriptions for transfer status to a baccalaureate degree of arts within the universities in the Nevada System of Higher Education (NSHE).

Note: If you know your major, print the NSHE Transfer Agreements online. Major requirements will satisfy elective units.

Meadowood Center Morning Program. See Academic Advising for the course schedule.

1st semester		**Units**
MATH 126	Pre-Calculus I	3
ENG 101	Composition I	3
THTR 210	Theatre: a Cultural Context	3
PSY 101	General Psychology	3
SPAN 111	First Year Spanish I	4
	Semester Total	16
2nd semester		
PSC 101	Introduction to American Politics	3
ENG 102	Composition II	3
HIST 208	World History I	3
SPAN 112	First Year Spanish II	4
Science Options: NUTR 121, or BIOL 100, or ANTH 102 & ANTH 110L		3-4
	Semester Total	16
3rd semester		
Electives: Choose electives that will apply toward your bachelor's degree		9
Science options: NUTR 121, or BIOL 100, or ANTH 102 & ANTH 110L		3-4
	Semester Total	13
4th semester		
Electives: Choose Electives that will apply toward your bachelor's degree		12
SPAN 212	Second Year Spanish II	3
	Semester Total	15
	Total Units	60

Meadowood Center Evening Program. See Academic Advising for the course schedule.

1st semester		**Units**
MATH 126	Pre-Calculus I	3
SPAN 111	First Year Spanish I	4
ENG 101	Composition I	3
HIST 208	World History I	3
ANTH 201	Peoples and Cultures of the World	3
	Semester Total	16
2nd semester		
ENG 102	Composition II	3
SPAN 112	First Year Spanish II	4
Science options: NUTR 121, or BIOL 100, or ENV 101		3
PSC 101	Introduction to American Politics	3
THTR 210	Theatre: a Cultural Context	3
	Semester Total	16
3rd semester		
Wednesday, 7-9:50 options: NUTR 121, or BIOL 100, or ENV 101		3
SPAN 211	Second Year Spanish I	3
Electives: Choose Electives that will apply toward your bachelor's degree		9
	Semester Total	15
4th semester		
SPAN 212	Second Year Spanish II (Hybrid)	3
Electives: Choose electives that apply toward your bachelor's degree.		10
	Semester Total	13
	Total Units	60

Associate of Science Degree Transfer

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://

www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- Great Basin College
- University of Nevada, Reno

This program can be completed 100% online.
The Associate of Science (AS) degree is designed for students who plan to transfer to a four-year college or university for a baccalaureate degree. Satisfactory completion of the degree guarantees fulfillment of lower-division general education requirements at UNR, UNLV, or NSC. Students who intend to transfer to other institutions should consult an advisor or follow the catalog of the transfer institution. Courses with a "C" or "D" designator or courses with a number less than 100 are not applicable toward either degree. Check TMCC course descriptions for transfer status to a baccalaureate degree of science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the degree will:

- Be prepared to transfer to college and university baccalaureate programs with junior standing.
- Complete TMCC's general education transfer requirements.
- Acquire the knowledge, skills, and values consistent with a science, technology, engineering, or math education.
- Acquire the knowledge of the subject matter appropriate to their academic emphasis.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements [2]		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Humanities		*3*
Mathematics		*3*
Science (Lab Required)		*6*
Social Science		*3*
Additional College Requirements		
Diversity [3]		*[3]*
Science [4]		*6*
U.S. and Nevada Constitutions		*[3]*
Elective Requirements [5]		**24-30**
Total Units		60

[1] If you place into ENG 102 or ENG 114, the additional 3 required units will become elective credit.

[2] See the approved General Education (p. 197) page for a complete list of courses.

[3] May also be used to satisfy another General Education, Degree/Emphasis, or Elective requirement.

[4] Any transferable science course.

[5] Any approved university transfer course will fulfill the elective units. Check TMCC course descriptions for transfer status to a baccalaureate degree of arts within the universities in the Nevada System of Higher Education (NSHE).

Note: If you know your major, print the NSHE Transfer Agreements online. Major requirements will satisfy elective units.

For a detailed program sequence, please contact the academic advisement office at 775-673-7062.

Meadowood Center Morning Program

1st semester		**Units**
ANTH 102 & ANTH 110L	Introduction to Physical Anthropology and Physical Anthropology Laboratory	4
ENG 101	Composition I	3
MATH 126	Pre-Calculus I	3
PSY 101	General Psychology	3
THTR 210	Theatre: a Cultural Context	3
	Semester Total	16
2nd semester		
ENG 102	Composition II	3
Elective		3
HIST 208	World History I	3
NUTR 121, or BIOL 100, or ENV 101		3
PSC 101	Introduction to American Politics	3
	Semester Total	15
3rd semester		
Electives		11-12
NUTR 121, or BIOL 100, or ENV 101		3
	Semester Total	14
4th semester		
Electives		12
NUTR 121, or BIOL 100, or ENV 101		3
	Semester Total	15
	Total Units	60

Meadowood Center Evening Program.

1st semester		**Units**
ENG 101	Composition I	3
BIOL 100	General Biology for Non-Majors	3
MATH 126	Pre-Calculus I	3
HIST 208	World History I	3
ANTH 201	Peoples and Cultures of the World	3
	Semester Total	15
2nd semester		
ENG 102	Composition II	3

NUTR 121	Human Nutrition	3
PSC 101	Introduction to American Politics	3
THTR 210	Theatre: a Cultural Context	3
Elective: Choose elective that applies toward your Bachelor's degree.		3
	Semester Total	15
3rd semester		
ENV 101	Introduction to Environmental Science	3
Electives: Choose electives that apply toward your Bachelor's degree.		12
	Semester Total	15
4th semester		
Science		4
Electives: Choose Electives that apply toward your Bachelor's degree.		11
	Semester Total	15
	Total Units	60

Biology

Degrees

- Biology, AS (p. 33)

Biology, AS

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- Great Basin College
- University of Nevada, Reno

The Associate of Science, Biology is a two-year transferable program. The curriculum includes a core of courses in the biological and physical sciences and mathematics. All courses recommended will partially satisfy the bachelor of science in biology at the University of Nevada, Reno.

Outcomes

Students completing the emphasis will:

- Apply principles of mathematics and physical sciences to laboratory practices and/or biological processes.
- Explain concepts and theories in molecular structure and function, cellular processes, and genetics.
- Demonstrate knowledge of the structural and physiological functions of organisms, their ecological context, and the evolutionary relationships and hierarchical organization of biological diversity.
- Demonstrate proficient use of standard laboratory equipment and follow safe laboratory practices; apply the method of scientific inquiry by finding and evaluating appropriate sources, designing a controlled experiment, and collecting, analyzing, and interpreting data; and communicating findings in written and/or oral formats.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Humanities		*3*
Recommended:		
PHIL 210	World Religions	
Mathematics		*3*
Required:		
MATH 127	Pre-Calculus II [3]	
Science		*[6]*
Required: [2]		
CHEM 121 & CHEM 122	General Chemistry I and General Chemistry II	8
Social Science		*3*
Recommended: PSC 101, CH 203, or HIST 111		
Additional College Requirements		
Diversity [2]		[3]
Recommended:		
PHIL 210	World Religions	
Science		[6]
U.S. and Nevada Constitutions courses [2]		[3]
Recommended: PSC 101, CH 203, or HIST 111		
Degree Requirements		
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	4
BIOL 191A & BIOL 191L	Introduction to Organismal Biology and Intro to Organismal Biology Lab	4
Chemistry: Choose from one of the following options:		4-6
CHEM 220	Introductory Organic Chemistry	
OR		
CHEM 241	Organic Chemistry I	
AND		
CHEM 242	Organic Chemistry II	
OR		
CHEM 341	Organic Chemistry for Scientists and Professionals I	
AND		
CHEM 342	Organic Chemistry for Scientists and Professionals II	
PHYS 151	General Physics I	4
or PHYS 180 & 180L	Physics for Scientists and Engineers I and Physics for Scientists/Engineers Lab I	

Science GE Units (from CHEM 121 & CHEM 122)		[2]
STAT 152	Introduction to Statistics	3
Elective Requirements		
Select 13-18 units of the following:		13-18
BIOL 100	General Biology for Non-Majors [5]	
BIOL 105	Introduction to Neuroscience [5]	
BIOL 106	Introduction to Evolution and Adaptation [5]	
BIOL 112	Introduction to Animal Behavior [5]	
BIOL 113	Life in the Ocean [5]	
BIOL 202	General Botany	
BIOL 223	Human Anatomy and Physiology I	
BIOL 224	Human Anatomy and Physiology II	
BIOL 251	General Microbiology	
BIOL 298	Independent Study in Biology	
CHEM 241L	Organic Chemistry for Life Sciences Lab I	
CHEM 242L	Organic Chemistry for Life Sciences Lab II	
CHS 200	Introduction to Public Health Biology	
MATH 126	Pre-Calculus I	
MATH 181	Calculus I [3]	
NUTR 223	Principles of Nutrition	
NUTR 233	Community and Lifecycle Nutrition	
PHYS 152	General Physics II [4]	
PHYS 181 & 181L	Physics for Scientists and Engineers II and Physics for Scientists/Engineers Lab II [4]	
Or any transferable college level units. [5]		
Total Units		60

1 If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.

2 Course may also count toward additional degree requirements. Please consult with Academic Advisement.

3 MATH 181 is required for B.S. in Biology at UNR.

4 PHYS 152 or PHYS 180L and PHYS 181L are required for a B.S. in Biology at UNR.

5 This course does not count toward required Biology courses for B.S. in Biology Degree at UNR.

Recommended courses are listed in the course sequence; however, other courses may apply. Please see an advisor or the department.

1st semester		**Units**
CHEM 121	General Chemistry I	4
English [7]		3
MATH 127	Pre-Calculus II	3
STAT 152	Introduction to Statistics	3
Diversity/Fine Arts [6]		3
	Semester Total	16
2nd semester		
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	4
CHEM 122	General Chemistry II	4
Elective [3]		3
English [7]		3
	Semester Total	14
3rd semester		
BIOL 191A or BIOL 191L	Introduction to Organismal Biology or Intro to Organismal Biology Lab	4
CHEM 341	Organic Chemistry for Scientists and Professionals I	3
Elective [7]		5
Social Science/U.S. Nevada Constitutions [6]		3
	Semester Total	15
4th semester		
Elective [7]		5
CHEM 342	Organic Chemistry for Scientists and Professionals II	3
Humanities [6]		3
PHYS 151 or PHYS 180 ***and*** PHYS 180L	General Physics I or Physics for Scientists and Engineers I ***and*** Physics for Scientists/Engineers Lab I	4
	Semester Total	15
	Total Units	60

6 See approved General Education list for the AA/AS Degree. (p. 197)

7 See program recommendations or requirements.

Business

Degrees

- Business, AA (p. 35)
- Business, AAS (p. 36)
- Entrepreneurship AA (p. 104)
- Hospitality and Tourism Management, AA
- Massage Therapy Entrepreneurship, AAS (p. 157)
- Office Management, AAS (p. 37)
- Personal Trainer Entrepreneurship, AAS (p. 164)

Certificates of Achievement

- Bookkeeping (p. 40)
- Bookkeeping Entrepreneurship (p. 106)
- Business (p. 39)
- Entrepreneurship (p. 106)
- Graphic Arts Entrepreneurship (p. 108)
- Massage Therapy (p. 159)
- Personal Trainer (p. 165)

Skills Certificates

- Certified Professional Bookkeeper (p. 40)
- Real Estate Salesperson (p. 41)
- Retail Management (p. 41)

Business, AA

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

This program can be completed 100% online.
The Associate of Arts, Business is designed for students who are interested in graduating from TMCC and pursuing a bachelor's degree in business at a four-year accredited institution. This degree is the result of a cooperative effort with NSHE to allow students to freely transfer more business units than previously offered through the Associate of Applied Science degree. Since this emphasis is part of a 2+2 program, students receiving this degree will be eligible for transfer to upper division status in UNR's College of Business. Within the program, students will explore a wide variety of opportunities in various business fields. The solid background in economics, statistics, and accounting is designed to provide skills required to pursue advanced degrees in any business major. In addition to the completion of the AA business emphasis, students must also have a minimum overall grade point average of 2.0 to be admitted directly into a major in UNR's College of Business.

Outcomes

Students completing the degree will:

- Obtain the required knowledge and familiarity with the range of business disciplines including accounting, economics, statistics, and marketing.
- Demonstrate understanding of and competency in applied skills, analytical skills, and interpersonal/group relation skills as they contribute to business professional skills.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Recommended:		
THTR 210	Theatre: a Cultural Context (satisfies Diversity)	
Humanities		*3*
Recommended:		
CH 201	Ancient and Medieval Cultures	
or CH 202	The Modern World	
Mathematics		*3*
Required:		
MATH 176	Introductory Calculus for Business and Social Sciences (or equivalent)	
Science		*6*
Lab required. See transfer requirements.		
Social Science		*3*
Recommended:		
ANTH 101	Introduction to Cultural Anthropology	
PSC 211	Introduction to Comparative Politics	
PSC 231	Introduction to International Relations	
PSY 101	General Psychology	
SOC 101	Principles of Sociology	
Additional College Requirements		
Diversity [2]		*[3]*
Foreign Language		*0*
U.S. and Nevada Constitutions [2]		*[3]*
Recommended:		
CH 203	American Experiences and Constitutional Change	
or PSC 101	Introduction to American Politics	
Degree Requirements		
ACC 201	Financial Accounting	3
ACC 202	Managerial Accounting	3
COM 113	Fundamentals of Speech Communications	3
ECON 102	Principles of Microeconomics	3
ECON 103	Principles of Macroeconomics	3
ECON 261	Principles of Statistics I	3
ECON 262	Principles of Statistics II	3
IS 101	Introduction to Information Systems	3
MKT 210	Marketing Principles	3
Elective Requirements		
Select 6 units of transferable electives.		6
Recommended as a pre-requisite to MATH 176		
MATH 126	Pre-Calculus I	
Select one of the following Social Science courses:		3
ANTH 101	Introduction to Cultural Anthropology	
PSC 211	Introduction to Comparative Politics	
PSC 231	Introduction to International Relations	
PSY 101	General Psychology	
SOC 101	Principles of Sociology	
Total Units		60

[1] If you place into ENG 102 or ENG 114, the additional 3 required units will become elective units.

[2] May also count toward degree requirements. Please consult with Academic Advisement.

Two sequences are provided:

1. Dandini Campus or Online Sequence

1st semester		Units
COM 113	Fundamentals of Speech Communications	3
ENG 101 or ENG 113	Composition I or Composition I for International Students	3
Social Science [4]		3
IS 101	Introduction to Information Systems	3
MATH 126	Pre-Calculus I (or transferable elective) [3]	3
	Semester Total	15
2nd semester		
Social Science [4]		3
ECON 102	Principles of Microeconomics	3
ENG 102 or ENG 114	Composition II (English) or Composition II For International Students	3
MATH 176	Introductory Calculus for Business and Social Sciences	3
Diversity/Fine Arts [4]		3
	Semester Total	15
3rd semester		
ACC 201	Financial Accounting	3
ECON 103	Principles of Macroeconomics	3
ECON 261	Principles of Statistics I	3
Humanities [4]		3
Science [3]		3
	Semester Total	15
4th semester		
ACC 202	Managerial Accounting	3
U.S. and Nevada Constitutions [4]		3
ECON 262	Principles of Statistics II	3
Science [3]		3
MKT 210	Marketing Principles	3
	Semester Total	15
	Total Units	60

2. Meadowood Campus Sequence

1st semester		Units
MATH 126	Pre-Calculus I	3
ENG 101	Composition I	3
IS 101	Introduction to Information Systems	3
PSY 101	General Psychology	3
COM 113	Fundamentals of Speech Communications	3
	Semester Total	15
2nd semester		
MATH 176	Introductory Calculus for Business and Social Sciences	3
ENG 102	Composition II	3
ECON 102	Principles of Microeconomics	3
ANTH 101	Introduction to Cultural Anthropology	3
ANTH 201	Peoples and Cultures of the World	3
	Semester Total	15
3rd semester		
ECON 103	Principles of Macroeconomics	3
THTR 210	Theatre: a Cultural Context	3
ECON 261	Principles of Statistics I	3
ACC 201	Financial Accounting	3
NUTR 121 or BIOL 100 or ANTH 102 ***and*** ANTH 110L	Human Nutrition or General Biology for Non-Majors or Introduction to Physical Anthropology ***and*** Physical Anthropology Laboratory	3
	Semester Total	15
4th semester		
PSC 101	Introduction to American Politics	3
MKT 210	Marketing Principles	3
ACC 202	Managerial Accounting	3
ECON 262	Principles of Statistics II	3
NUTR 121 or BIOL 100 or ANTH 102 ***and*** ANTH 110L	Human Nutrition or General Biology for Non-Majors or Introduction to Physical Anthropology ***and*** Physical Anthropology Laboratory	3
	Semester Total	15
	Total Units	60

[3] See approved General Education list for the AA/AS Degree. (p. 201)

[4] See program recommendations or requirements.

Business, AAS

This program can be completed 100% online.

The Associate of Applied Science in Business is a useful two-year degree that employers see as verification of your capabilities in the business area. You will undertake a broad spectrum of business-related classes that will provide you with a strong foundation of business knowledge.

Outcomes

Students completing the degree will:

- Identify and practice professional skills, including information technology literacy, information literacy, research, writing, and presentations.
- Identify and practice interpersonal/group skills, including interpersonal and teamwork, international perspective, cultural awareness and ethics, and personal responsibility.
- Identify and practice analytical skills, including problem-solving and decision-making in a business environment.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.

3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Diversity [1]		*[3]*
Recommended:		
THTR 210	Theatre: a Cultural Context	
Communications		*3*
Select one English/Communications course (except: EPY 101 which will not satisfy the requirement for this degree)		
Recommended:		
BUS 107	Business Speech Communications	
or COM 113	Fundamentals of Speech Communications	
English		*3*
Select one English/Communications course (except: EPY 101, THTR 160, or THTR 161 which will not satisfy the requirement for this degree)		
Recommended:		
BUS 106	Business English	
Fine Arts/Humanities/Social Science		*3*
Recommended:		
THTR 210	Theatre: a Cultural Context	
Human Relations		*3*
Recommended:		
MGT 212	Leadership and Human Relations	
Mathematics		*3*
Recommended:		
BUS 117	Business Calculations and Methods	
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*3*
U.S. and Nevada Constitutions		*3*
Recommended:		
PSC 101	Introduction to American Politics	
or CH 203	American Experiences and Constitutional Change	
If two courses covering both constitution are completed, three credits may apply toward social science or electives.		
Degree Requirements		
ACC 135	Bookkeeping I	3
or ACC 201	Financial Accounting	
ACC 136	Bookkeeping II	3
or ACC 202	Managerial Accounting	
BUS 101	Introduction to Business	3
BUS 108	Business Letters and Reports	3
ECON 102	Principles of Microeconomics	3
ECON 103	Principles of Macroeconomics	3
ENT 200	Fundamentals of Entrepreneurship	3
IS 101	Introduction to Information Systems	3
LGM 201	Essentials of Logistics Management	3
MGT 171	Supervision	3
MGT 201	Principles of Management	3
MKT 210	Marketing Principles	3
Elective Requirements		
Select 3 units from the following:		3
ACC, BUS, COT, ECON, ENT, IS, LGM, MGT, MKT or RE		
Total Units		60

1 May also count toward degree requirements. Please consult with Academic Advisement.

1st semester		**Units**
BUS 101	Introduction to Business	3
English [3]		3
Mathematics [3]		3
MGT 171	Supervision	3
U.S. and Nevada Constitutions [3]		3
	Semester Total	15
2nd semester		
ACC 135	Bookkeeping I	3
BUS 108	Business Letters and Reports (Communications)	3
Communications [3]		3
ECON 102	Principles of Microeconomics	3
IS 101	Introduction to Information Systems	3
	Semester Total	15
3rd semester		
ACC 136	Bookkeeping II	3
ECON 103	Principles of Macroeconomics	3
Human Relations [3]		3
MGT 201	Principles of Management	3
THTR 210	Theatre: a Cultural Context	3
	Semester Total	15
4th semester		
Elective [3]		3
ENT 200	Fundamentals of Entrepreneurship	3
Science [2]		3
LGM 201	Essentials of Logistics Management	3
MKT 210	Marketing Principles	3
	Semester Total	15
	Total Units	60

2 See approved General Education list for the AAS Degree. (p. 201)

3 See program recommendations or requirements.

Business, AAS

Office Management

This program can be completed 100% online.

The Associate of Applied Science, Business, Office Management provides students with the skills needed to be successful in today's competitive business environment. Students will receive a well-rounded curriculum in general educations requirements. The emphasis of the degree includes skills in office procedures, computer applications, communications, customer service, accounting and supervision.

Outcomes

Students completing this degree will:

- Demonstrate advanced keyboarding skills and an intermediate knowledge of hardware and software to perform a wide variety of administrative tasks including electronic filing, formatting and producing business documents and spreadsheets, creating presentations, developing and maintaining databases, and performing Internet research to meet modem business needs.
- Model excellent communication skills demonstrated by the ability to provide excellent customer service to Internal and external customers; present Information In a persuasive, logical, and organized manner using supportive visual aids and professional oral communication; and write Informational, analytical, and technical documents, which are organized, precise, and relevant.
- Perform and understand general office procedures to Include filing, equipment operation, mail distribution, phone calls, and tasks requiring base math calculations such as Inventory and bookkeeping.
- Manage dally business functions of an organization by using effective problem-solving techniques, consistently meeting deadlines, effectively managing office projects and employees, demonstrating professional work habits such as ethics, team work, diversity, and confidentiality and maintaining a professional appearance and attitude.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Select one Communications course (except: EPY 101 which will not satisfy the requirement for this degree)		
Recommended:		
BUS 107	Business Speech Communications	
English		*3*
Recommended		
BUS 106	Business English	
or ENG 108	Technical Communications II	
Fine Arts/Humanities/Social Science		*3*
Recommended:		
ANTH 208	Fundamentals of Cultural Diversity	
Human Relations		*3*
Recommended:		
CE 201	Workplace Readiness	
or MGT 212	Leadership and Human Relations	
Mathematics		*3*
Recommended:		
BUS 117	Business Calculations and Methods	
Science		*3*
Additional College Requirements		
Diversity		*[3]*
Recommended:		
ANTH 208	Fundamentals of Cultural Diversity	
U.S. & Nevada Constitutions		*3*
Required, choose one or two courses from the following:		
PSC 101	Introduction to American Politics	
or CH 203	American Experiences and Constitutional Change	
HIST 101 & HIST 102	US History to 1877 and U. S. History since 1877	
HIST 101 & HIST 217	US History to 1877 and Nevada History	
HIST 101 & PSC 100	US History to 1877 and Nevada Constitution	
HIST 101 & PSC 208	US History to 1877 and Survey of State and Local Government	
Degree Requirements:		
ACC 135	Bookkeeping I	3
or ACC 201	Financial Accounting	
BUS 101	Introduction to Business	3
IS 101	Introduction to Information Systems	3
MGT 171	Supervision	3
MGT 201	Principles of Management	3
Emphasis Requirements		
BUS 112	Customer Service	3
CIT 107	Databases	1
CIT 201	Word Certification Preparation	3
CIT 202	Excel Certification Preparation	3
COT 207	Business Applications on the Internet	3
COT 217	Office Publications	3
COT 240	Executive Office Procedures	3
Electives		*3*
Select one of the following:		
COM 215	Introduction to Group Communication	
SPAN 101	Basics of Spanish I	
SPAN 111	First Year Spanish I	
PHIL 102	Critical Thinking and Reasoning	
Any elective, PEX course(s) are recommended		2
Total Units		60

1st semester		Units
English/Communications [4]		3
IS 101	Introduction to Information Systems	3
BUS 117	Business Calculations and Methods	3
Elective		3
U.S. Nevada & Constitutuions [4]		3
	Semester Total	15
2nd semester		
BUS 101	Introduction to Business	3
BUS 112	Customer Service	3

CIT 201	Word Certification Preparation	3
English/Communications [4]		3
Elective [4]		1
Science [3]		3
	Semester Total	16
3rd semester		
Degree Requirement [4]		3
CIT 202	Excel Certification Preparation	3
COT 240	Executive Office Procedures	3
Human Relations [4]		3
MGT 171	Supervision	3
	Semester Total	15
4th semester		
ANTH 208	Fundamentals of Cultural Diversity	3
CIT 107	Databases	1
COT 207	Business Applications on the Internet	3
COT 217	Office Publications	3
MGT 201	Principles of Management	3
Elective		1
	Semester Total	14
	Total Units	60

[3] See Approved General Education Requirements for AA/AS. (p. 197)

[4] See program recommendations or requirements.

Business, Certificate of Achievement

The certificate of achievement shows that you have applied yourself within the business discipline and have successfully completed a series of courses which makes you more marketable and appealing to employers.

Outcomes

Students completing the certificate will:

- Identify, explain, and apply skills, including information technology literacy, information literacy, research, writing, and presentations at the entry level of a business career.
- Identify, synthesize, and apply interpersonal/group skills, including interpersonal and teamwork, international perspective, cultural awareness, and ethics and personal responsibility at the entry level of a business career.
- Identify and practice analytical skills, including problem-solving and decision-making in a business environment at the entry level of a business career.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Recommended:		
BUS 106	Business English	
Human Relations		*3*
Recommended:		
MGT 212	Leadership and Human Relations	
Mathematics		*3*
Recommended:		
BUS 117 or MATH 120 or higher		
Certificate Requirements		
ACC 135	Bookkeeping I	3
or ACC 201	Financial Accounting	
ACC 136	Bookkeeping II	3
or ACC 202	Managerial Accounting	
BUS 101	Introduction to Business	3
BUS 107	Business Speech Communications	3
BUS 108	Business Letters and Reports	3
MKT 210	Marketing Principles	3
MGT 171	Supervision	3
or MGT 201	Principles of Management	
Total Units		30

1st semester		**Units**
ACC 135	Bookkeeping I	3
or ACC 201	or Financial Accounting	
BUS 107	Business Speech Communications	3
Communications [1]		3
Mathematics [1]		3
Human Relations [1]		3
	Semester Total	15
2nd semester		
ACC 136	Bookkeeping II	3
or ACC 202	or Managerial Accounting	
BUS 101	Introduction to Business	3
BUS 108	Business Letters and Reports	3
MGT 171	Supervision	3
or	or Principles of Management	
MGT 201		
MKT 210	Marketing Principles	3
	Semester Total	15
	Total Units	30

[1] See program recommendations or requirements.

Business, Certificate of Achievement

Bookkeeping

This program can be completed 100% online.
The Certificate of Achievement, Bookkeeping shows that you have acquired the knowledge and skills necessary to be successful working in a bookkeeping position in the business world and makes you more marketable and appealing to employers.

Outcomes

Students completing the certificate will:

- Possess knowledge of and be ready to perform basic functions of bookkeeping/accounting procedures and duties as required in entry level bookkeeping/accounting positions, such as assistant bookkeeper/accountant, accounting trainee, or business owner.
- Demonstrate proficiency in using accounting computer software (e.g. Peachtree and QuickBooks) to do basic bookkeeping/accounting and prepare basic accounting reports.
- Be prepared to pursue opportunities for professional development, career change, and pursuance of Associate and higher degrees in accounting or related disciplines.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Select one of the following:		
BUS 106	Business English	
BUS 107	Business Speech Communications	
BUS 108	Business Letters and Reports	
Human Relations		*3*
Required:		
MGT 212	Leadership and Human Relations	
Mathematics		*3*
Required:		
BUS 117	Business Calculations and Methods	
Certificate Requirements		
ACC 135	Bookkeeping I	3
ACC 136	Bookkeeping II	3
ACC 180	Payroll and Employee Benefit Accounting	3
ACC 220	Microcomputer Accounting Systems	3
ACC 295	Work Experience	3
IS 101	Introduction to Information Systems	3
IS 201	Computer Applications	3
Total Units		30

1st semester		Units
ACC 135	Bookkeeping I	3
ACC 180	Payroll and Employee Benefit Accounting	3
BUS 108	Business Letters and Reports	3
BUS 117	Business Calculations and Methods	3
IS 101	Introduction to Information Systems	3
	Semester Total	15
2nd semester		
ACC 136	Bookkeeping II	3
ACC 220	Microcomputer Accounting Systems	3
ACC 295	Work Experience	3
IS 201	Computer Applications	3
MGT 212	Leadership and Human Relations	3
	Semester Total	15
	Total Units	30

Business, Skills Certificate

Certified Professional Bookkeeper

This program can be completed 100% online.
Prepares student to sit for the certified professional bookkeeper examination administered by the American Institute of Professional Bookkeepers.

Outcomes

Students completing this certificate will:

- Analyze the “double entry” system of bookkeeping and construct systems of accounting while comparing and contrasting generally accepted accounting principles in the areas of inventory, depreciation, error corrections and payroll.
- Design and construct systems of internal accounting controls and compare and contrast situations whereby the potential for fraud exists within such systems.
- Reinforce concepts in a review course and identify important skills necessary to pass the national certifications examination.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirements		
ACC 135 & ACC 136	Bookkeeping I and Bookkeeping II	3-6

or ACC 201	Financial Accounting	
ACC 180	Payroll and Employee Benefit Accounting	3
ACC 290	Certified Bookkeeper Course [1]	3-6
Total Units		9-15

[1] Please consult with department or Academic Advising.

Recommended Course Sequence: Option 1

1st semester		**Units**
ACC 135	Bookkeeping I	3
ACC 180	Payroll and Employee Benefit Accounting	3
	Semester Total	6
2nd semester		
ACC 136	Bookkeeping II	3
	Semester Total	3
3rd semester		
ACC 290	Certified Bookkeeper Course	3-6
	Semester Total	3-6
	Total Units	12-15

Recommended Course Sequence: Option 2

1st semester		**Units**
ACC 201	Financial Accounting	3
ACC 180	Payroll and Employee Benefit Accounting	3
	Semester Total	6
2nd semester		
ACC 290	Certified Bookkeeper Course	3-6
	Semester Total	3-6
3rd semester		
ACC 290	Certified Bookkeeper Course	(3)
	Semester Total	0
	Total Units	9-12

Retail Management, Skills Certificate

This program can be completed 100% online.
Successful completion of the courses in the Retail Management Skills Certificate qualifies you to receive the nationally recognized industry certification, while providing you with the valuable skills needed to start or advance your career in the retail industry.

The program is designed to meet the education requirements of the retail industry and is endorsed by the leading retailers across the nation. The Retail Management Certificate is an accredited business program that will give you the skills you need to get started or advance your career in the retail industry. The certificate, which was founded by WAFC, has been recognized as part of the White House's Upskill Initiative, and leading organizations and foundations including the Clinton Global Initiative, ACT Foundation, and the U.S. Department of Labor.

Outcomes

Students completing this Skills Certificate will develop the skills associated with the WAFC certification's core competencies of:

- Reading, writing, and oral communications in a business environment.
- Decision making, task completion, teamwork, interpersonal skills and leadership, business ethics, and adaptability.
- Merchandising, Inventory management, financial management, technology, and customer service.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	**Title**	**Units**
BUS 111	Workplace Communications	1-3
BUS 117	Business Calculations and Methods	3
IS 101	Introduction to Information Systems	3
MGT 171	Supervision	3
MGT 212	Leadership and Human Relations	3
MGT 283	Introduction to Human Resources Management	3
MKT 210	Marketing Principles	3
MKT 127	Introduction to Retailing	3
Total Units		22-24

1st semester		**Units**
BUS 111	Workplace Communications	1-3
MGT 171	Supervision	3
MGT 212	Leadership and Human Relations	3
IS 101	Introduction to Information Systems	3
	Semester Total	10-12
2nd semester		
BUS 117	Business Calculations and Methods	3
MGT 283	Introduction to Human Resources Management	3
MKT 127	Introduction to Retailing	3
MKT 210	Marketing Principles	3
	Semester Total	12
	Total Units	22-24

Real Estate Salesperson, Skills Certificate

This program can be completed 100% online.
Students completing the skills certificate-real estate salesperson curriculum will learn about professional organizations, types of property, the law of agency, law of contracts, listing agreements, easements, estates in the land, forms of ownership, legal descriptions, taxation, liens, contract law, deeds, probate, title insurance, recording, financing, leases, property management, appraisal, land use, subdividing, fair housing, ethical practices and closing statements. Also included is a study of the appropriate Nevada Revised Statutes and their Administrative Codes. Successful completion of RE 101 and RE 103 along with the passage

of the Nevada Real Estate Exam qualifies one to become a licensed real estate salesperson in Nevada.

These courses may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the certificate will:

- Understand basic real estate processes and principles, their applicability and how they relate to each other.
- Understand and apply Nevada real estate law including statutes, regulations and codes and how real estate laws, principles and outcomes impact the real estate profession.
- Understand and apply Nevada's real estate agency disclosure laws and process.
- Have practical knowledge to understand and complete common real estate contracts.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirements		
RE 101	Real Estate Principles	4
RE 103	Real Estate Law and Practice	4
Total Units		8

1st semester		Units
RE 101	Real Estate Principles	4
RE 103	Real Estate Law and Practice	4
	Semester Total	8
	Total Units	8

Career and Technical Leadership

Bachelor of Applied Science

Career and Technical Leadership (p. 42)

Career and Technical Education Leadership, BAS

The Bachelor of Applied Science (BAS) in Career and Technical Education Leadership degree is a professional degree program designed for individuals who want to continue their education after completing an Associate of Applied Science degree program with a career emphasis. This multi-disciplined degree will build upon the student's work experience and academic success and offer an avenue to earn a baccalaureate degree in career and technical education. The degree will meet the needs of the student who is in search of job training and leadership/ management skills for personal and professional advancement. The BAS in Career and Technical Education Leadership is a degree that will enable students to gain academic credibility and professional status.

- Program Outcome: Students will apply curriculum design skills to develop and deliver curriculum specific post-secondary career education and discipline-specific industry training.
- Program Outcome: Students will utilize critical thinking, problem-solving skills to direct policy and action while exercising leadership techniques to guide students and industry personnel.
- Program Outcome: Students will synthesize and implement curriculum and leadership techniques to meet the education, industry, legal and ethical standards required to meet the needs of a diverse and global workforce.

Code	Title	Units
Bachelors Degree General Education Requirements		
English		*3-6*
Fine Arts		*3*
Humanities		*3*
Mathematics		*3*
Required:		
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*
Must include at least 1 lab course.		
Social Science		*3*
Additional College Requirements		
Diversity [2]		*[3]*
U.S. and Nevada Constitutions [2]		*[3]*
Total Units		21-24

[1] If you place into ENG 102 (http://catalog.tmcc.edu/search/?P=ENG%20102) or ENG 114 (http://catalog.tmcc.edu/search/?P=ENG%20114), there are no additional units of English required for the BAS. Students must have a total of 120 units to complete the BAS degree.

[2] Courses used to satisfy the Diversity and the U.S. and Nevada Constitutions requirements may also apply to a General Education requirement or a degree requirement.

Code	Title	Units
General Education Requirement		**21-24**
Lower level units from Associates Degrees.		**45-48**
EDCT 447	Curriulum Development in Career and Technical Education	3
EDCT 301	Career and Technical Education and Leadership Foundations	3
EDCT 302	Instructional Facility Design	3
EDCT 304	Assessment and Instruction in Career and Technical Education and Leadership	3
EDCT 305	The Global Workforce	3
EDCT 306	Teaching Diverse Learners in Career and Technical Education and Leadership	3

EDCT 403	Career and Technical Education and Workforce Leadership	3
EDCT 439	General Methods of Teaching Career and Technical Education	3
EDCT 402	Teaching Students with Disabilities or Special Needs	3
EDCT 411	Supervised Classroom Internship in Career Technical and Workforce Education	6
EDCT 413	Advanced Program Evaluation and Leadership	3
EDCT 416	Instructional Leadership and Coordination I	3
EDCT 426	Instructional Leadership and Coordination II	3
MGT 171	Supervision	3
MGT 212	Leadership and Human Relations	3
MGT 235	Organizational Behavior	3
Total Units		120

1st semester		**Units**
Career Content and General Education Requirements		15
	Semester Total	15
2nd semester		
Diversity		3
Career Content and General Education Requirements		12
	Semester Total	15
3rd semester		
Career Content and General Education Requirements		15
	Semester Total	15
4th semester		
Career Content and General Education Requirements		15
	Semester Total	15
5th semester		
EDCT 301	Career and Technical Education and Leadership Foundations	3
EDCT 302	Instructional Facility Design	3
EDCT 304	Assessment and Instruction in Career and Technical Education and Leadership	3
EDCT 447	Curriulum Development in Career and Technical Education	3
Elective: Lower Level		3
	Semester Total	15
6th semester		
EDCT 305	The Global Workforce	3
EDCT 306	Teaching Diverse Learners in Career and Technical Education and Leadership	3
EDCT 403	Career and Technical Education and Workforce Leadership	3
EDCT 439	General Methods of Teaching Career and Technical Education	3
MGT 171	Supervision	3
	Semester Total	15
7th semester		
EDCT 402	Teaching Students with Disabilities or Special Needs	3
EDCT 413	Advanced Program Evaluation and Leadership	3
EDCT 416	Instructional Leadership and Coordination I	3
MGT 201	Principles of Management	3
MGT 212	Leadership and Human Relations	3
	Semester Total	15
8th semester		
MGT 235	Organizational Behavior	3
EDCT 426	Instructional Leadership and Coordination II	3
EDCT 411	Supervised Classroom Internship in Career Technical and Workforce Education	6
Elective		3
	Semester Total	15
	Total Units	120

Certified Nursing Assistant and Phlebotomist

Skills Certificates

- Nursing Assistant, Skills Certificate (p. 43)
- Phlebotomy, Skills Certificate (p. 44)

Certified Nursing Assistant, Skills Certificate

The nursing assistant course prepares students to assist the professional nurse in direct client care, undertaking those tasks which are supportive to the care of clients and in their scope of practice. This course takes place in the classroom, skills laboratory, and various clinical agencies. This course meets the Nevada State Board of Nursing requirements to prepare nursing assistants to be eligible to take the State written and manual skills nursing assistant exams.

This course may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the certificate will:

- Demonstrate compliance with standards of practice for nursing assistants.
- Demonstrate competence with all skills required for certification.
- Demonstrate knowledge of common elements required for certification by the Nevada State Board of Nursing.

Pre-Registration Requirements

Students must initiate a background check (good for 1 year; cost: $49.50) and show proof of receipt, complete a drug screen (good for 1 year; cost: $55) and have documentation of required immunizations and current major medical insurance and have a Basic Life Support (BLS) CPR card prior to enrolling in the CNA Program. Students will not be allowed to enroll in the CNA Program classes until all requirements are met. Please visit www.tmcc.edu/cna for more details.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills

certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
NURS 130	Nursing Assistant	6
Total Units		6

1st semester		Units
NURS 130	Nursing Assistant	6
	Semester Total	6
	Total Units	6

Phlebotomy, Skills Certificate

The skills certificate in phlebotomy is designed to give the student knowledge and skills necessary to perform the collection, identification, and preservation of specimens as applied to venipuncture technique and includes 100 hours of clinical experience. Students will learn standard precautions, local, federal, and state requirements. Completion of the skills certificate in phlebotomy will prepare students to become certified as a phlebotomy technician by the American Society for Clinical Pathology Certifications as a lab assistant in Nevada. After passing this national board, students are eligible to apply for the state licensure.

Outcomes

Students completing the certificate will:

- Perform a minimum of 95 venipunctures.
- Perform a minimum of five dermal sticks.
- Follow universal safety precautions and procedures. They will be compliant with local, state, and federal requirements while in clinical areas.

Pre-Registration Requirements

Students must initiate a background check (good for 1 year; cost: $49.50) and show proof of receipt, complete a drug screen (good for 1 year; cost: $55) and have documentation of required immunizations and current major medical insurance prior to enrolling in Phlebotomy/CLS classes. Students will not be allowed to enroll in Phlebotomy/CLS classes until all requirements are met. Please visit www.tmcc.edu/cna/phlebotomy-and-cls for more details.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
CLS 151	Phlebotomy	2
CLS 152	Applied Phlebotomy	2
CLS 153	Phlebotomy Clinical Practicum	2
Total Units		6

1st semester		Units
CLS 151	Phlebotomy	2
CLS 152	Applied Phlebotomy	2
CLS 153	Phlebotomy Clinical Practicum	2
	Semester Total	6
	Total Units	6

Community Health Science, AS

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Science, Community Health Science (CHS) tracks afford students a broad, integrated, and interdisciplinary perspective on a variety of health topics and allows them to begin developing an understanding of personal, public, and community health issues. These pathways provide the lower division coursework towards bachelor degrees in community health, public health, health education, and other related areas. The TMCC CHS Pre-Nursing track prepares students to apply for the TMCC Nursing AS degree program and the other TMCC CHS tracks satisfy the lower division major requirements towards UNR Community Health Sciences Bachelor of Science specializations in Kinesiology, and Public Health.

Tracks

- Kinesiology (p. 44)
- Pre-Nursing (p. 46)
- Public Health (p. 47)

Community Health Science, AS

Kinesiology Track

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Science, Community Health Science, Kinesiology Track provides the lower division coursework towards bachelor degrees in community health, public health, health education, and other related areas and satisfies the lower division major requirements towards the UNR Bachelor of Science in Community Health Science, Kinesiology Specialization. The B.S. in Community Health Science Kinesiology

prepares students for work in coaching, physical education instruction, and personal training. In addition, it is an excellent preparation for applying to Professional Schools in Physical Therapy, Occupational Therapy, and Physician Assistant Programs.

Outcomes

Students completing this degree track will:

- Recognize how the social, cultural, economic, political, geographical and biological environments affect personal and community health.
- Describe and apply behavioral strategies to promote personal health and wellness, and disease and illness prevention.
- Demonstrate the ability to gather and interpret evidence-based information, and effectively communicate, in both written and oral formats, on topics related to community health.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English [1]		*3-6*
Required:		
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Fine Arts		*3*
Humanities		*3*
Mathematics		*3*
Recommended:		
MATH 126	Pre-Calculus I (or higher)	
Science		*[6]*
Required:		
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	4
CHEM 121	General Chemistry I	4
Social Science		*3*
Recommended:		
PSY 101	General Psychology	
Additional College Requirements		
Diversity [2]		*[3]*
Science [2]		*[6]*
U.S. and Nevada Constitution [2]		*[3]*
Degree Requirements		
BIOL 223	Human Anatomy and Physiology I	4
BIOL 224	Human Anatomy and Physiology II	4
CHS 101	Introduction to Community Health Sciences	3
CHS 102	Foundations of Personal Health and Wellness	3
CHS 200	Introduction to Public Health Biology	3
CHS 280	Introduction to Biostatistics in Public Health	3
NUTR 121	Human Nutrition	3
Electives		
Select 11-14 units of the following		11-14
BIOL 251	General Microbiology	
CHS 230	Introduction to Environmental Health [3]	
NURS 140	Medical Terminology [4]	
PHIL 244	Bioethics	
PEX/DAN (up to 2 units)		
Or any transferable college-level units		
Total Units		60

[1] If you place into ENG 102 or ENG 114, the additional 3 required units will become elective units.

[2] Course may also count toward degree requirements. Please consult with Academic Advisement.

[3] Will substitute for CHS 330 at UNR.

[4] Will substitute for CHS 111 at UNR.

1st semester		**Units**
CHS 101 or CHS 102	Introduction to Community Health Sciences or Foundations of Personal Health and Wellness	3
English [6]		3
Fine Arts/Diversity [5]		3
Mathematics [4]		3
NUTR 121	Human Nutrition	3
	Semester Total	15
2nd semester		
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	4
CHS 101 or CHS 102	Introduction to Community Health Sciences or Foundations of Personal Health and Wellness	3
CHEM 121	General Chemistry I (with Lab)	4
English [5]		3
Elective [6]		1
	Semester Total	15
3rd semester		
BIOL 223	Human Anatomy and Physiology I	4
CHS 200	Introduction to Public Health Biology	3
Electives [5]		4
Social Science/Diversity [6]		3
	Semester Total	14
4th semester		
BIOL 224	Human Anatomy and Physiology II	4
CHS 280	Introduction to Biostatistics in Public Health	3

Electives [5]		6
U.S. and Nevada Constitutions/Humanities [5]		3
	Semester Total	16
	Total Units	60

[5] See approved General Education list for AA/AS Degree
[6] See program recommendations or requirements.

Community Health Science, AS

Pre-Nursing Track

The Associate of Science, Community Health Science, Pre-Nursing Track provides the lower division coursework towards potential bachelor degrees in community health, public health, health education, and other related areas and will prepare students to apply for the TMCC Nursing AS degree program.

Outcomes

Students completing this degree track will:

- Recognize how the social, cultural, economic, political, geographical and biological environments affect personal and community health.
- Describe and apply behavioral strategies to promote personal health and wellness, and disease and illness prevention.
- Demonstrate the ability to gather and interpret evidence-based information, and effectively communicate, in both written and oral formats, on topics related to community health.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English [1]		*3-6*
Required:		
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Fine Arts		*3*
Humanities		*3*
Mathematics		
Required:		
MATH 126	Pre-Calculus I (or higher)	3
Science		*[6]*
Required:		
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	4
CHEM 121	General Chemistry I	4
Social Science		*3*
Additional College Requirements		
Diversity [2]		*[3]*
Science [4]		*[6]*
U.S. and Nevada Constitutions [2]		*[3]*
Degree Requirements		
BIOL 223	Human Anatomy and Physiology I	4
BIOL 224	Human Anatomy and Physiology II	4
BIOL 251	General Microbiology	4
CHS 101	Introduction to Community Health Sciences	3
CHS 102	Foundations of Personal Health and Wellness	3
CHS 200	Introduction to Public Health Biology	3
NURS 130	Nursing Assistant [3]	6
NUTR 121	Human Nutrition	3
or NUTR 223	Principles of Nutrition	
Electives		
Select 4-7 Units of the following		4-7
CHEM 220	Introductory Organic Chemistry	
CHS 280	Introduction to Biostatistics in Public Health	
or STAT 152	Introduction to Statistics	
HDFS 201	Lifespan Human Development	
PEX/DAN for 2 units		
Or any transferable college-level units.		
Total Units		60

[1] If you place into ENG 102 or ENG 114, the additional 3 required units will become elective units.
[2] Course may also count toward degree requirements. Please consult with Academic Advisement and the Nursing Program.
[3] Not needed if you have current state certification for CNA.

1st semester		**Units**
English [1,4,5]		3
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	4
MATH 126	Pre-Calculus I	3
NURS 130	Nursing Assistant [3]	6
	Semester Total	16
2nd semester		
BIOL 223	Human Anatomy and Physiology I (Fast-track)	4
BIOL 224	Human Anatomy and Physiology II (Fast-track)	4
BIOL 251	General Microbiology	4
English [1,4,5]		3
	Semester Total	15
3rd semester		
CHEM 121	General Chemistry I (includes lab)	4

CHS 101	Introduction to Community Health Sciences	3
Fine Arts/Diversity [2]		3
Humanities		3
Social Science/US-NV Constitution [2]		3
	Semester Total	16
4th semester		
CHS 102	Foundations of Personal Health and Wellness	3
CHS 200	Introduction to Public Health Biology	3
NUTR 121	Human Nutrition	3
Electives		4
	Semester Total	13
	Total Units	60

[4] See Approved General Education list for AA/AS degree. (p. 197)

[5] See program recommendations and requirements.

Community Health Science, AS

Public Health Track

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

Associate of Science, Community Health Science, Public Health Track provides the lower division coursework towards bachelor degrees in community health, public health, health education, and other related areas and satisfies the lower division major requirements towards the UNR Bachelor of Science in Community Health Science, Public Health. Public health careers include Health Educators, Community Health Workers, and Environmental and Occupational Health Specialists. The B.S. in Public Health is preparation for applying to Masters of Public Health (MPH) Programs, Health Administration Programs, or other graduate programs in Community and Public Health, including in epidemiology, biostatistics, and health policy and management.

Outcomes

Students completing one of the emphasis tracks will:

- Recognize how the social, cultural, economic, political, geographical and biological environments affect personal and community health.
- Describe and apply behavioral strategies to promote personal health and wellness, and disease and illness prevention.
- Demonstrate the ability to gather and interpret evidence-based information, and effectively communicate, in both written and oral formats, on topics related to community health.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English [1]		*3-6*
Required:		
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Fine Arts		*3*
Humanities		*3*
Mathematics		*3*
Recommended:		
MATH 126	Pre-Calculus I (or Higher)	
Science		*[6]*
Required:		
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	4
CHEM 121	General Chemistry I (includes Lab)	4
Social Science		*3*
Additional College Requirements		
Diversity [2]		*[3]*
Science [2]		*[6]*
U.S. and Nevada Constitutions [2]		*[3]*
Degree Requirements		
CHS 101	Introduction to Community Health Sciences	3
CHS 102	Foundations of Personal Health and Wellness	3
CHS 200	Introduction to Public Health Biology	3
CHS 230	Introduction to Environmental Health [3]	3
CHS 280	Introduction to Biostatistics in Public Health	3
NUTR 223	Principles of Nutrition	3
Science		1
Electives		
Select 15-18 units of the following:		15-18
PHIL 244	Bioethics	
PEX/DAN (up to 2 units)		
Or any transferable college-level units		
Total Units		60

[1] If you place into ENG 102 or ENG 114, the additional 3 required units will become elective units.

[2] Course may also count toward degree requirements. Please consult with Academic Advisement.

[3] Will substitute for CHS 330 at UNR.

1st semester		**Units**
CHS 101 or CHS 102	Introduction to Community Health Sciences or Foundations of Personal Health and Wellness	3

English [5]		3
Fine Arts/Diversity [4]		3
Mathematics [5]		3
Science [5]		3
	Semester Total	15
2nd semester		
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	4
CHS 101 or CHS 102	Introduction to Community Health Sciences or Foundations of Personal Health and Wellness	3
Elective [5]		4
English [5]		3
	Semester Total	14
3rd semester		
CHEM 121	General Chemistry I (with lab)	4
CHS 200	Introduction to Public Health Biology	3
Elective [5]		5
Social Science [4]		3
	Semester Total	15
4th semester		
CHS 230	Introduction to Environmental Health [3]	3
CHS 280	Introduction to Biostatistics in Public Health	3
Electives [5]		4
NUTR 223	Principles of Nutrition	3
U.S. and Nevada Constitutions/Humanities [4]		3
	Semester Total	16
	Total Units	60

[4] See approved General Education list of the AA/AS Degree
[5] See program recommendations or requirements

Computer Information Technologies

Degrees

- Computer Programming, AAS (p. 50)
- Cybersecurity, AAS (p. 51)
- Networking, AAS (p. 53)
- Web Development, AAS (p. 54)

Certificates of Achievement

- Computer Technologies (p. 51)

Skills Certificates

- CISCO Certification: CISCO Certified Network Associate (CCNA) Routing and Switching Preparation (p. 48)
- CISCO Certification: CISCO Certified Network Associate (CCNA) Security Preparation (p. 49)
- CompTIA Certification Preparation (p. 49)
- Cybersecurity Skills Preparation (p. 52)
- Linux Professional Certification Preparation (p. 53)

Cisco Certification: Cisco Certified Network Associate (CCNA) Routing and Switching Preparation, Skills Certificate

This certificate prepares students to take the Cisco Certified Network Associate (CCNA) Routing and Switching exams. This certification validates the ability to install, configure, operate, and troubleshoot medium-size routed and switched networks.

These courses may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the certificate will:

- Perform basic configurations of network devices.
- Configure and troubleshoot basic operations of routers in a complex routed network for IPv4 and IPv6 using OSPF, EIGRP, and RIP.
- Configure and troubleshoot serial and broadband connections.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
CSCO 120	CCNA Internetworking Fundamentals	4
CSCO 121	CCNA Routing and Switching Essentials	4
CSCO 220	CCNA Scaling Networks	3
CSCO 221	CCNA WAN Fundamentals	3
Total Units		14

1st semester		**Units**
CSCO 120	CCNA Internetworking Fundamentals	4
	Semester Total	4
2nd semester		
CSCO 121	CCNA Routing and Switching Essentials	4
	Semester Total	4
3rd semester		
CSCO 220	CCNA Scaling Networks	3
CSCO 221	CCNA WAN Fundamentals	3
	Semester Total	6
	Total Units	14

Cisco Certification: Cisco Certified Network Associate (CCNA) Security Preparation, Skills Certificate

This certificate prepares students to take the Cisco Certified Network Associate (CCNA) Security certification exams. This certification validates the skills required to develop a security infrastructure, recognize threats and vulnerabilities to networks, and mitigate security threats.

These courses may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the certificate will:

- Perform basic configurations of network devices.
- Configure and troubleshoot routing in a small routed network.
- Identify basic security threats and vulnerabilities for a given network and apply necessary security measures to prevent a possible network compromise.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
CSCO 120	CCNA Internetworking Fundamentals	4
CSCO 121	CCNA Routing and Switching Essentials	4
CSCO 230	Fundamentals of Network Security	4
Total Units		12

1st semester		**Units**
CSCO 120	CCNA Internetworking Fundamentals (Certificate)	4
	Semester Total	4
2nd semester		
CSCO 121	CCNA Routing and Switching Essentials (Certificate)	4
	Semester Total	4
3rd semester		
CSCO 230	Fundamentals of Network Security (Certificate)	4
	Semester Total	4
	Total Units	12

CompTIA Certification Preparation, Skills Certificate

The skills certificate in CompTIA certification preparation provides students with a broad knowledge of computer systems, basic networking skills, security issues, and technologies that can be used for entry-level employment or pursuit of an Associate of Applied Science degree. This sequence of courses will serve as preparation for the CompTIA certifications.

These courses may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the certificate will:

- Obtain the knowledge and skills required to implement a defined network architecture with basic network security, including general security concepts associated with communications, infrastructure, cryptography, and operational/organizational structure.
- Obtain the necessary competencies required for basic networking, including terminology, components, transmission media and protocols.
- Acquire the knowledge and skills required to install, configure, troubleshoot and upgrade a PC as an IT technician.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
CIT 112	Network +	3
CIT 114	IT Essentials	4
CS 151	Introduction to Cybersecurity	3
Total Units		10

1st semester		**Units**
CIT 112	Network +	3
CIT 114	IT Essentials	4
CS 151	Introduction to Cybersecurity	3
	Semester Total	10
	Total Units	10

Computer Information Technology, AAS

Computer Programming

The Computer Information Technology, AAS, Computer Programming provides students with entry level programming skills. Computer programming professionals must also have a broad knowledge of computer systems and technologies, as well as strong problem solving and analysis skills. They must be able to think logically and have strong verbal and written communication skills.

Outcomes

Students completing the degree will:

- Have the technical proficiency required to design and program a solution to a stated problem.
- Demonstrate an understanding of dynamic data structures and generic methods.
- Have the ability to communicate and work effectively with members of a team and members of external groups.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
GENERAL EDUCATION REQUIREMENTS		
Communications/English		
Highly Recommended:		3
BUS 107	Business Speech Communications	
COM 113	Fundamentals of Speech Communications	
COM 215	Introduction to Group Communication	
Highly Recommended:		3
ENG 101	Composition I [1]	
or ENG 113	Composition I for International Students	
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
ENG 107	Technical Communications I	
ENG 108	Technical Communications II	
Fine Arts/Humanities/Social Science		*3*
Human Relations		*3*
Highly Recommended:		
MGT 212	Leadership and Human Relations	
Mathematics		*3*
Required:		
MATH 126	Pre-Calculus I	
Science		*3*
Additional College Requirements		
Diversity		*3*
U.S. and Nevada Constitutions		*3*
Degree Requirements		
CIT 112	Network +	3
CIT 114	IT Essentials	4
CIT 151	Beginning Web Development	3
CIT 180	Database Concepts and SQL	3
CIT 263	Project Management	3
CIT 130	Beginning Java	3
CIT 134	Beginning C# Programming	3
CIT 230	Advanced Java	3
CIT 234	Advanced C# Programming	3
CS 105	Introduction to Computing	3
Electives		*5*
CSCO 120	CCNA Internetworking Fundamentals	
CS 135	Computer Science I	
CIT, CS or CSCO		
MATH 127	Pre-Calculus II	
Total Units		60

1st semester		**Units**
CIT 114	IT Essentials	4
CS 105	Introduction to Computing	3
English [3]		3
MATH 126	Pre-Calculus I	3
	Semester Total	13
2nd semester		
CIT 112	Network +	3
CIT 130	Beginning Java	3
CIT 151	Beginning Web Development	3
Science [2]		3
Social Science/Humanities/Diversity [3]		3
	Semester Total	15
3rd semester		
CIT 134	Beginning C# Programming	3
CIT 180	Database Concepts and SQL	3
CIT 230	Advanced Java	3
Human Relations [3]		3
Communications [3]		3
	Semester Total	15
4th semester		
CIT 234	Advanced C# Programming	3
CIT 263	Project Management	3
Electives		5-8
U.S. and Nevada Constitutions [2]		3
	Semester Total	17
	Total Units	60

[2] See approved General Education list for the AAS Degree. (p. 201)

[3] See program recommendations or requirements.

Computer Technologies, Certificate of Achievement

The Certificate of Achievement, Computer Technologies provides students with a broad knowledge of computer systems and technologies that can be used for entry-level employment or pursuit of an Associate of Applied Science degree.

Outcomes

Students completing the certificate will:

- Have the technical proficiency required to perform entry level technical support functions.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Highly Recommended:		
BUS 107	Business Speech Communications	
or ENG 107	Technical Communications I	
Human Relations		*3*
Highly Recommended:		
MGT 212	Leadership and Human Relations	
Mathematics		*3*
Recommended:		
MATH 126	Pre-Calculus I (or higher)	
Certificate Requirements		
CIT 114	IT Essentials	4
CIT 128		4
CIT 263	Project Management	3
CSCO 120	CCNA Internetworking Fundamentals	4
Emphasis Requirements		
Select at least 6 units from any CIT, CS, CSCO, or IS course numbered 100 or higher		6
Total Units		30

1st semester		Units
CIT 114	IT Essentials	4
CIT 128		4
CSCO 120	CCNA Internetworking Fundamentals	4
Mathematics [1]		3
	Semester Total	15
2nd semester		
CIT 263	Project Management	3
Communications [1]		3
Emphasis Requirement [1]		6
Human Relations [1]		3
	Semester Total	15
	Total Units	30

[1] See program recommendations or requirements.

Computer Information Technology, AAS

Cybersecurity

The Associate of Applied Science, Computer Information Technology, Cybersecurity will prepare the student to apply security measures in a network setting.

Outcomes

Students completing this degree will:

- Demonstrate the technical proficiency required to recognize short-comings in security.
- Illustrate the technical proficiency required to configure and secure a network with the industry recognized Cybersecurity measure.
- Communicate and work effectively with other team members in a scenario-type project environment to complete the required tasks which will parallel real-world requirements.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English/Communications		*6*
Recommended: BUS 107, ENG 101, ENG 107, ENG 108, COM 113 or COM 215 [1]		
Recommend:		
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Fine Art/Humanities/Social Science [1]		*3*
Mathematics		*3*
Recommended:		
MATH 126	Pre-Calculus I (or higher)	
Science [1]		*3*
Additional College Requirements		
Diversity [1]		*3*
Human Relations [1]		*3*
U.S. and Nevada Constitutions [1]		*[3]*
Choose a course that satisfies Fine Arts/Humanities/Social Science.		
Degree Requirements		

CIT 112	Network +	3
CIT 114	IT Essentials	4
CS 151	Introduction to Cybersecurity	3
CIT 173	Introduction to Linux	3
CIT 263	Project Management	3
Emphasis Requirements		
CSCO 120	CCNA Internetworking Fundamentals	4
CIT 174	Linux System Administration	3
CSCO 230	Fundamentals of Network Security	4
CIT 274	Ethical Hacking	3
Electives		
Choose 9 units from the following:		9
CIT 130	Beginning Java	
CIT 134	Beginning C# Programming	
CIT 180	Database Concepts and SQL	
CIT 216	Server+	
GRC 175	Web Design I	
Total Units		60

[1] Course may also count toward additional degree requirements. Please consult with Academic Advisement.

1st semester		**Units**
CIT 114	IT Essentials	4
CIT 173	Introduction to Linux	3
Elective [3]		3
English/Communications [2]		3
Mathematics [3]		3
	Semester Total	16
2nd semester		
CIT 112	Network +	3
CSCO 120	CCNA Internetworking Fundamentals	4
ENG 102 or ENG 114	Composition II (English/Communications) or Composition II For International Students	3
Human Relations		3
Elective		3
	Semester Total	16
3rd semester		
CIT 174	Linux System Administration	3
CIT 274	Ethical Hacking	3
CSCO 230	Fundamentals of Network Security	4
Diversity [3]		3
Fine Arts/Humanities/Social Science		3
	Semester Total	16
4th semester		
CS 151	Introduction to Cybersecurity	3
CIT 263	Project Management	3
Elective [3]		3
Science [2]		3
	Semester Total	12
	Total Units	60

[2] See approved General Education List for the AAS Degree (p. 201)

[3] See program recommendations or requirements.

Computer Information Technology, Skills Certificate

Cybersecurity Skills Preparation

This certificate is designed to provide the knowledge and skills recommended by the National Security Agency for 2 year college programs. It provides foundational cybersecurity skills and preparation for professional certifications, such as Security +, that are recognized by the Department of Defense.

Outcomes

Students completing the certificate will:

- List the fundamental concepts of the Information Assurance / Cyber Defense discipline and describe how they can be used to provide system security.
- Describe cyber defense tools, methods and components.
- Describe and apply cyber defense methods to prepare a system to repel attacks.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
CIT 112	Network +	3
CIT 114	IT Essentials	4
CIT 130	Beginning Java	3
CIT 173	Introduction to Linux	3
CS 151	Introduction to Cybersecurity	3
CS 252	Digital Forensics Fundamentals	3
Total Units		19

1st semester		**Units**
CIT 112	Network +	3
CIT 114	IT Essentials	4
CS 151	Introduction to Cybersecurity	3
	Semester Total	10
2nd semester		
CIT 130	Beginning Java	3
CIT 173	Introduction to Linux	3

CS 252	Digital Forensics Fundamentals	3
	Semester Total	9
	Total Units	19

Linux Professional Certification Preparation, Skills Certificate

Linux Professional Certification Preparation

Completion in the Linux Professional program is designed to help prepare students for a variety of industry-recognized Linux certification exams as well as provide practical hands-on skills for the work place. The program includes the core of Linux classes including Linux operating system basics, system administration, and Network+. These classes will help develop a student's knowledge and skill level in preparation for employment or to improve current professional skills.

These courses may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the certificate will:

- Obtain competencies for an entry-level Linux professional
- Be able to configure, maintain and troubleshoot a Linux network.
- Acquire skills necessary to perform system administrative tasks.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
CIT 173	Introduction to Linux	3
CIT 174	Linux System Administration	3
CIT 112	Network +	3
Total Units		9

1st semester		**Units**
CIT 173	Introduction to Linux	3
	Semester Total	3
2nd semester		
CIT 174	Linux System Administration	3
	Semester Total	3
3rd semester		
CIT 112	Network +	3
	Semester Total	3
	Total Units	9

Computer Information Technology, AAS

Networking

The Computer Information Technology, AAS, Networking prepares students for careers in current and emerging information system technologies such as network design, network infrastructure, networking services, and information security. Students completing the degree will find employment in areas ranging from small office/home office network administration to enterprise-scale networks.

Outcomes

Students completing this degree will:

- Demonstrate the technical proficiency required to create and maintain small to medium sized networks.
- Illustrate the technical proficiency required to configure and secure a network with the industry recognized Cybersecurity measure, to modify the base programming for webpage troubleshooting process.
- Students will communicate and work effectively with other team members in a scenario-type project environment to complete the required tasks which will parallel real-world requirements.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
GENERAL EDUCATION REQUIREMENTS		
English/Communications		*6*
Recommended: BUS 107, ENG 101, ENG 107, ENG 108, COM 113 or COM 215 [1]		
Recommend:		
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Fine Art/Humanities/Social Science		*3*
Recommended: the following courses also satisfy U.S. Nevada Constitutions		
PSC 101	Introduction to American Politics [1]	
or CH 203	American Experiences and Constitutional Change	
Mathematics		*3*
Recommended:		
MATH 126	Pre-Calculus I (or higher)	
Science		*3*

Additional College Requirements.		
Diversity		*3*
Human Relations		*3*
U.S. and Nevada Constitutions [1]		*[3]*
Recommended:		
PSC 101	Introduction to American Politics	
or CH 203	American Experiences and Constitutional Change	
Degree Requirements		
CIT 112	Network +	3
CIT 114	IT Essentials	4
CIT 173	Introduction to Linux	3
CS 151	Introduction to Cybersecurity	3
CIT 263	Project Management	3
Emphasis Requirements		
CIT 180	Database Concepts and SQL	3
CIT 216	Server+	3
CSCO 120	CCNA Internetworking Fundamentals	4
CIT 274	Ethical Hacking	3
Electives		
Choose 10 elective units.		10
CIT 130	Beginning Java	
CIT 134	Beginning C# Programming	
CIT 151	Beginning Web Development	
CIT 174	Linux System Administration	
CSCO 230	Fundamentals of Network Security	
Total Units		60

[1] Courses count toward General Education and Additional College requirements. Please consult with Academic Advisement

1st semester		**Units**
CIT 112	Network +	3
CIT 114	IT Essentials	4
English/Communications [2]		3
Mathematics [3]		3
	Semester Total	13
2nd semester		
CS 151	Introduction to Cybersecurity	3
CIT 173	Introduction to Linux	3
CIT 180	Database Concepts and SQL	3
English/Communications [3]		3
Human Relations [2]		3
	Semester Total	15
3rd semester		
Diversity [2]		3
CSCO 120	CCNA Internetworking Fundamentals	4
Fine Arts/Humanities/Social Science [2]		3
U.S. and Nevada Constitutions [2]		[3]
Elective [3]		3-6
CIT 216	Server+	3
	Semester Total	16
4th semester		
Elective [3]		6-7
Science [2]		3
CIT 274	Ethical Hacking	3
CIT 263	Project Management	3
	Semester Total	16
	Total Units	60

[2] See Approved General Education List for the AAS Degree. (p. 201)

[3] See program recommendations or requirements.

Computer Information Technology, AAS

Web Development

The Computer Information Technology, AAS, Web Development will prepare students to implement a business web presence by understanding the 'back-end' programming aspect of a web page.

Outcomes

Student completing this emphasis will:

- Demonstrate the technical proficiency required to perform background programming.
- Illustrate the technical proficiency required to modify the base-programming for webpage troubleshooting process.
- Students will communicate and work effectively with other team members in a scenario-type project environment to complete the required tasks which will parallel real-world requirements.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	**Title**	**Units**
General Education Requirements		
English/Communications		*6*
Recommended: BUS 107, ENG 101, ENG 107, ENG 108, COM 113 or COM 215 [1]		
Fine Art/Humanities/Social Science [1]		*3*
Human Relations [1]		*3*
Mathematics		*3*
Required:		
MATH 126	Pre-Calculus I (or Higher)	
Science [1]		3
Additional College Requirements		
Diversity [1]		*3*
U.S. and Nevada Constitutions [1]		*[3]*
Required: Choose one or two courses from the following		

PSC 101	Introduction to American Politics	
or CH 203	American Experiences and Constitutional Change	
HIST 101 & HIST 102	US History to 1877 and U. S. History since 1877	
HIST 101 & HIST 217	US History to 1877 and Nevada History	
HIST 101 & PSC 100	US History to 1877 and Nevada Constitution	
HIST 101 & PSC 208	US History to 1877 and Survey of State and Local Government	
Degree Requirements		
Core		
CIT 112	Network +	3
CIT 114	IT Essentials	4
CIT 173	Introduction to Linux	3
CS 151	Introduction to Cybersecurity	3
CIT 263	Project Management	3
Emphasis		
CIT 130	Beginning Java	3
CIT 134	Beginning C# Programming	3
CIT 151	Beginning Web Development	3
CIT 152	Web Script Language Programming	3
CIT 180	Database Concepts and SQL	3
Electives		
Choose 8 Elective Units		8
CIT 174	Linux System Administration	
CIT 211	MCITP/MCTS Windows Workstation OS	
CIT 215	MCITP Active Directory	
CIT 216	Server+	
CSCO 120	CCNA Internetworking Fundamentals	
CSCO 121	CCNA Routing and Switching Essentials	
CSCO 230	Fundamentals of Network Security	
Total Units		60

[1] Course may also count toward degree requirements. Please consult with Academic Advisement.

1st semester		**Units**
English/Communications [3]		3
Mathematics [3]		3
CIT 114	IT Essentials	4
CS 151	Introduction to Cybersecurity	3
CIT 263	Project Management	3
	Semester Total	16
2nd semester		
CIT 112	Network +	3
CIT 151	Beginning Web Development	3
CIT 173	Introduction to Linux	3
English/Communications [3]		3
Human Relations [2]		3
	Semester Total	15
3rd semester		
CIT 130	Beginning Java	3
CIT 134	Beginning C# Programming	3
Diversity [2]		3
Elective [3]		3
Fine Arts/Humanities/Social Studies [2]		3
	Semester Total	15
4th semester		
CIT 152	Web Script Language Programming	3
CIT 180	Database Concepts and SQL	3
Elective [3]		2
Science [2]		3
U.S. and Nevada Constitutions [3]		3
	Semester Total	14
	Total Units	60

[2] See Approved General Education List for the AAS Degree. (p. 201)

[3] See program recommendations or requirements.

Computer Science

Degrees

- Computer Science, AS (p. 55)

Computer Science, AS

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Science, Computer Science is is a two-year transferable program. Computer science encompasses the methodology, tools, techniques, and theory of information derivation, storage, manipulation and communication. All courses recommended will partially satisfy the bachelor of science in computer science and engineering at the University of Nevada, Reno.

Outcomes

Students completing the degree will:

- Have the ability to apply knowledge of computing and logical reasoning necessary to analyze a problem and identify, formulate and use the appropriate analytical skills to obtain a solution.
- Have the ability to design and implement a computer program to meet the desired specifications for a problem.
- Have the ability to communicate and work effectively on a team to achieve a common goal.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.

3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Highly recommended for students wishing to major in Computer Science:		
ART 100	Visual Foundations	
ART 260	Survey of Art History I	
ART 261	Survey of Art History II	
HUM 105	The Art of Film	
MUS 121	Music Appreciation	
THTR 100	Introduction to Theatre	
THTR 105	Introduction to Acting I	
THTR 180	Cinema as Art and Communication	
THTR 210	Theatre: a Cultural Context	
Humanities		*3*
Highly Recommended:		
CH 201	Ancient and Medieval Cultures	
or CH 202	The Modern World	
Mathematics		*[3]*
Required:		
MATH 181	Calculus I [2]	4
Science		*6*
Required:		
PHYS 180	Physics for Scientists and Engineers I [3]	
PHYS 181	Physics for Scientists and Engineers II [3]	
Social Science		*3*
Recommended: Choose from courses that transfer to UNR.		
Additional College Requirements		
Diversity		*3*
Recommended:		
ANTH 201	Peoples and Cultures of the World	
ANTH 205	Ethnic Groups in Contemporary Societies	
EDU 203	Introduction to Special Education	
HIST 208	World History I	
HIST 209	World History II	
HIST 227	Introduction to Latin American History & Culture I	
PSY 276	Aging in Modern American Society	
SOC 205	Ethnic Groups in Contemporary Societies	
SOC 276	Aging in Modern American Society	
Science		
PHYS 180L	Physics for Scientists/Engineers Lab I [3]	1
Transferable Science and Lab [3]		4
PHYS 181L	Physics for Scientists/Engineers Lab II [3]	1
U.S. and Nevada Constitutions		
Highly Recommended:		
CH 203	American Experiences and Constitutional Change	3
Degree Requirements [4]		
CPE 201	Digital Design	3
CS 135	Computer Science I	3
CS 202	Computer Science II [3]	3
CS 219	Computer Organization	3
ENGR 100	Introduction to Engineering Design	3
or CS 105	Introduction to Computing	
MATH 182	Calculus II [3]	4
MATH 283	Calculus III [3]	4
Total Units		60

1. If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.
2. MATH 181 Additional unit used as elective.
3. Courses must be completed with a “C” or better.
4. CS Emphasis students must also maintain at least a “C” average in the Mathematics, Science and Degree requirements courses.

1st semester		**Units**
Fine Arts [5]		3
CS 135	Computer Science I	3
ENG 101	Composition I	3
or ENG 113	or Composition I for International Students	
ENGR 100	Introduction to Engineering Design	3
or CS 105	or Introduction to Computing	
Science [5]		4
	Semester Total	16
2nd semester		
CS 202	Computer Science II	3
Diversity [5]		3
ENG 102	Composition II	3
or ENG 114	or Composition II For International Students	
MATH 181	Calculus I [5]	4
	Semester Total	13
3rd semester		
CH 201	Ancient and Medieval Cultures [5]	3
or CH 202	or The Modern World	
CPE 201	Digital Design	3
MATH 182	Calculus II	4
PHYS 180 & 180L	Physics for Scientists and Engineers I and Physics for Scientists/Engineers Lab I	4
	Semester Total	14
4th semester		
CH 203	American Experiences and Constitutional Change [5]	3
CS 219	Computer Organization	3
MATH 283	Calculus III	4
PHYS 181 & 181L	Physics for Scientists and Engineers II and Physics for Scientists/Engineers Lab II	4

Social Science [5]		3
	Semester Total	17
	Total Units	60

[5] See program recommendations or requirements.

Construction and Design

Degrees

- Architecture, AAS (p. 57)
- Construction Management, AAS (p. 58)
- Landscape Architecture, AAS (p. 61)
- Residential Design, AAS (p. 62)

Skills Certificates

- Architectural Drafting (p. 59)
- Construction Estimating (p. 60)
- Construction Project Management (p. 60)

Construction and Design, AAS

Architecture

The Associate of Applied Science, Construction and Design, Architecture introduces students to the design philosophies, methodologies, theories, and techniques necessary to continue their education in the field of architecture. Courses adhere to standards established by national industry associations and may fulfill requirements for students transferring into accredited baccalaureate programs. Students are strongly encouraged to work with a faculty advisor to select appropriate courses for their selected baccalaureate program.

Outcomes

Students completing the degree will:

- Identify and apply architectural design theories.
- Prepare basic architectural presentations demonstrating design and construction knowledge.
- Synthesize course knowledge and skills that will enable them to meet the requirements for acceptance into an accredited architectural program.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English/Communications [1]		*6*
Recommended:		
ENG 101	Composition I	
or ENG 113	Composition I for International Students	
Required:		
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Fine Arts/Humanities/Social Science [2]		*3*
Required:		
AAD 201	History of the Built Environment [2]	
Human Relations:		*[3]*
Embedded		
AAD 180 & AAD 181	Design Foundation I and Design Foundation I Discussion	
Mathematics		
Required:		
MATH 127	Pre-Calculus II	3
Science		*[3]*
Required:		
PHYS 151	General Physics I [3]	4
Additional College Requirements		
Diversity		*[3]*
AAD 201	History of the Built Environment	
U.S. and Nevada Constitutions [2]		*3*
PSC 101	Introduction to American Politics	
or CH 203	American Experiences and Constitutional Change	
HIST 101 & HIST 102	US History to 1877 and U. S. History since 1877	
HIST 101 & HIST 217	US History to 1877 and Nevada History	
HIST 101 & PSC 100	US History to 1877 and Nevada Constitution	
HIST 101 & PSC 208	US History to 1877 and Survey of State and Local Government	
Degree Requirements		
Core		
AAD 125	Construction Drawings and Detailing	3
CONS 120	Print Reading and Specification	3
Emphasis		
AAD 100	Introduction to Architectural Design	3
AAD 180	Design Foundation I	3
AAD 181	Design Foundation I Discussion	3
AAD 202	Analysis of the Built Environment	3
AAD 223	Graphic Software for Arch, Const, Dsgnr, Planners	3
AAD 230	Design with Climate	3
AAD 265	Computer Applications in Architecture I	3
AAD 280	Fundamentals of Architecture Design I	3
AAD 282	Fundamentals of Architecture Design II	3
Electives		*8*
AAD 198	Special Topics in AAD	
ADT 290	Intern in Arch Design Technology	
ART 101	Drawing I	
MATH 126	Pre-Calculus I	
PHYS 151	General Physics I [3]	

Or choose any other transferable elective.	
Total Units	60

[1] If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.

[2] May also count toward additional degree requirements. Please consult with Academic Advisement.

[3] Additional Science unit will count toward electives.

1st semester		Units
AAD 100	Introduction to Architectural Design	3
AAD 180	Design Foundation I	3
AAD 181	Design Foundation I Discussion	3
ENG 101 or ENG 113	Composition I or Composition I for International Students	3
MATH 126	Pre-Calculus I (or higher)	3
	Semester Total	15
2nd semester		
AAD 125	Construction Drawings and Detailing	3
AAD 201	History of the Built Environment	3
AAD 230	Design with Climate	3
ENG 102	Composition II	3
MATH 127	Pre-Calculus II	3
	Semester Total	15
3rd semester		
AAD 223	Graphic Software for Arch, Const, Dsgnr, Planners	3
AAD 280	Fundamentals of Architecture Design I	3
Elective (ART 101 is recommended) [4]		5
PSC 101	Introduction to American Politics	3
	Semester Total	14
4th semester		
AAD 202	Analysis of the Built Environment	3
AAD 265	Computer Applications in Architecture I	3
AAD 282	Fundamentals of Architecture Design II	3
CONS 120	Print Reading and Specification	3
PHYS 151	General Physics I [3]	4
	Semester Total	16
	Total Units	60

[4] See program recommendations or requirements.

Construction and Design, AAS

Construction Management

The Associate of Applied Science, Construction and Design, Construction Management will provide the student with the basic, entry-level skills set and understanding of the construction industry as it relates to the residential, commercial and heavy construction markets. The successful student upon completion of this two-year program will possess the necessary knowledge to enter the construction management field.

Outcomes

Students completing the emphasis will:

- Understand, develop, apply and demonstrate specific construction management skills related to supervision techniques, scheduling, cost control systems and construction contracts.
- Examine and evaluate construction project documents, plans and specifications as determined by the needs included in the material takeoff and estimating process.
- Formulate and organize management applications utilizing general construction knowledge in the areas of safety, construction materials, scheduling and methods for efficient production.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications/English		*6*
Recommended:		
ENG 101 & ENG 107	Composition I and Technical Communications I [1]	
Required:		
ENG 102 or ENG 114	Composition II Composition II For International Students	
Fine Arts/Humanities/Social Science		
Required:		
AAD 201	History of the Built Environment	3
Human Relations		*3*
Recommended:		
MGT 171	Supervision	
Mathematics		*3*
Recommended:		
MATH 108	Math for Technicians [2]	
Science		*3*
Recommended:		
ENV 101	Introduction to Environmental Science	
Additional College Requirements		
Diversity [1]		*[3]*
Recommended:		
AAD 201	History of the Built Environment [1]	
U.S. and Nevada Constitutions		*3*
Required, Choose one or two from the following: [1]		
PSC 101 or CH 203	Introduction to American Politics [1] American Experiences and Constitutional Change	
HIST 101 & HIST 102	US History to 1877 and U. S. History since 1877	
HIST 101 & HIST 217	US History to 1877 and Nevada History	
HIST 101 & PSC 100	US History to 1877 and Nevada Constitution	

HIST 101 & PSC 208	US History to 1877 and Survey of State and Local Government	
Degree Requirements		
Core		
AAD 125	Construction Drawings and Detailing	3
CONS 120	Print Reading and Specification	3
Emphasis		
CONS 111	Commercial Building Codes	3
CONS 121	Principles of Construction Estimating	3
CONS 155	On-Site Construction Supervision	3
CONS 205	Construction Site Safety	3
CONS 211	Construction Cost Control	3
CONS 221	Construction Estimating II	3
CONS 281	Construction Planning, Scheduling and Control	3
CONS 282	Construction Law	3
Elective		*9*
Select at least 9 units from the following:		
ADT 230	Mechanical and Electrical Equip for Buildings	
ADT 245	Statics and Strength of Materials	
CADD 100	Introduction to Computer-Aided Drafting	
CONS 198	Special Topics in Construction	
CONS 290	Internship in Construction	
IS 101	Introduction to Information Systems	
MGT 201	Principles of Management	
SUR 119	Construction Surveying	
Total Units		60

[1] May also count toward additional college requirements. Please consult with Academic Advisement.

[2] If this AAS degree is used for transfer toward the Bachelor of Arts Technology Degree at WNC, Math 126 or higher will be required.

1st semester		**Units**
AAD 125	Construction Drawings and Detailing	3
AAD 201	History of the Built Environment	3
CONS 120	Print Reading and Specification	3
CONS 155	On-Site Construction Supervision	3
U.S. and Nevada Constitutions [3]		3
	Semester Total	15
2nd semester		
ENG 101	Composition I	3
ENG 107	Technical Communications I	3
CONS 111	Commercial Building Codes	3
Mathematics [4]		3
Human Relations [4]		3
	Semester Total	15
3rd semester		
CONS 121	Principles of Construction Estimating	3
CONS 205	Construction Site Safety	3
Elective [4]		6
ENV 101	Introduction to Environmental Science	3
	Semester Total	15
4th semester		
CONS 211	Construction Cost Control	3
CONS 221	Construction Estimating II	3
CONS 281	Construction Planning, Scheduling and Control	3
CONS 282	Construction Law	3
Elective [4]		3
	Semester Total	15
	Total Units	60

[3] See approved General Education list for the AAS Degree. (p. 201)

[4] See program recommendations or requirements.

Architectural Drafting, Skills Certificate

This skills certificate is designed to enhance the student's abilities in relevant industry-standard design theories, drafting skills, and to prepare them for certification by the National Occupational Competency Testing Institute (NOCTI)

1. Students will recall and identify fundamental design theories.
2. Students will create and produce salient design solutions.
3. Students will justify individual design solutions.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
AAD 125	Construction Drawings and Detailing	3
AAD 180	Design Foundation I	3
AAD 181	Design Foundation I Discussion	3
CONS 120	Print Reading and Specification	3
AAD 280	Fundamentals of Architecture Design I	3
AAD 223	Graphic Software for Arch, Const, Dsgnr, Planners	3
AAD 282	Fundamentals of Architecture Design II	3
AAD 265	Computer Applications in Architecture I	3
Total Units		24

1st semester		**Units**
AAD 180	Design Foundation I	3
AAD 181	Design Foundation I Discussion	3
AAD 125	Construction Drawings and Detailing	3
CONS 120	Print Reading and Specification	3
	Semester Total	12

2nd semester		
AAD 282	Fundamentals of Architecture Design II	3
AAD 265	Computer Applications in Architecture I	3
	Semester Total	6
3rd semester		
AAD 280	Fundamentals of Architecture Design I	3
AAD 223	Graphic Software for Arch, Const, Dsgnr, Planners	3
	Semester Total	6
	Total Units	24

Construction and Design, Skills Certificate

Construction Estimating

The Skills Certificate, Construction and Design, Construction Estimating will provide a credential for specialized education and training required for construction professionals to read plans and specifications for projects, develop project estimates and budgets and interpret contractual requirements. This certificate will enhance employment opportunities for students and address industry needs within the workforce.

Outcomes

Students completing this certificate will:

- Examine and evaluate construction plans, specifications, documents and contracts.
- Generate material take-off quantities.
- Prepare estimates and contract proposals.
- Review project budgets and actual costs data in order to implement efficient project management strategies.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirements		
AAD 125	Construction Drawings and Detailing	3
CONS 120	Print Reading and Specification	3
CONS 121	Principles of Construction Estimating	3
CONS 211	Construction Cost Control	3
CONS 221	Construction Estimating II	3
CONS 282	Construction Law	3
Total Units		18

1st semester		Units
AAD 125	Construction Drawings and Detailing (Certificate)	3
CONS 120	Print Reading and Specification (Certificate)	3
CONS 121	Principles of Construction Estimating (Certificate)	3
	Semester Total	9
2nd semester		
CONS 211	Construction Cost Control (Certificate)	3
CONS 221	Construction Estimating II (Certificate)	3
CONS 282	Construction Law (Certificate)	3
	Semester Total	9
	Total Units	18

Construction and Design, Skills Certificate

Construction Project Management

The Skills Certificate, Construction and Design, Construction Project Management, will provide a credential for specialized education and training required for construction professionals to manage projects, while utilizing proven management systems, methods and applications for efficient project completion. The certificate will enhance employment opportunities for students and address industry needs within the workforce.

Outcomes

Students completing this certificate will:

- Formulate and organize proven management applications used for safety, project site supervision, scheduling, cost control, and contractual compliances in order to implement efficient project management strategies.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
CONS 155	On-Site Construction Supervision	3
CONS 205	Construction Site Safety	3
MGT 171	Supervision	3
CONS 211	Construction Cost Control	3
CONS 281	Construction Planning, Scheduling and Control	3

CONS 282	Construction Law	3
Total Units		18

1st semester		Units
CONS 155	On-Site Construction Supervision	3
CONS 205	Construction Site Safety	3
MGT 171	Supervision	3
	Semester Total	9
2nd semester		
CONS 211	Construction Cost Control	3
CONS 281	Construction Planning, Scheduling and Control	3
CONS 282	Construction Law	3
	Semester Total	9
	Total Units	18

Construction and Design, AAS

Landscape Architecture

The Associate of Applied Science, Construction and Design, Landscape Architecture introduces students to the design philosophies, methodologies, theories, and techniques necessary to continue their education in the field of landscape architecture. Courses adhere to standards established by national industry associations and may fulfill requirements for students transferring into accredited baccalaureate programs. Students are strongly encouraged to work with a faculty advisor to select appropriate courses for their selected baccalaureate program.

Outcomes

Students completing the degree emphasis will:

- Demonstrate a basic knowledge of landscape architectural design theory as it relates to form, space, and order as it pertains to the practice of landscape architecture.
- Demonstrate the ability to prepare basic landscape architectural presentations demonstrating design and construction knowledge.
- Synthesize course knowledge and skills that will enable them to meet the requirements for acceptance into an accredited landscape architectural program.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English/Communications		*6*
Recommended:		
ENG 101	Composition I [1]	
or ENG 114	Composition II For International Students	
Required:		
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Fine Arts/Humanities/Social Science		
Required:		
AAD 201	History of the Built Environment	3
Human Relations		*[3]*
Embedded:		
AAD 180 & AAD 181	Design Foundation I and Design Foundation I Discussion	
Mathematics		*3*
Required:		
MATH 126	Pre-Calculus I (or higher)	
Science		*3*
Recommended:		
ENV 101	Introduction to Environmental Science	
Additional College Requirements		
Diversity [1]		*[3]*
U.S. and Nevada Constitutions		*3*
Required:		
Choose 1 or 2 of the following:		
HIST 101 & HIST 102	US History to 1877 and U. S. History since 1877	
HIST 101 & HIST 217	US History to 1877 and Nevada History	
HIST 101 & PSC 100	US History to 1877 and Nevada Constitution	
HIST 101 & PSC 208	US History to 1877 and Survey of State and Local Government	
PSC 101	Introduction to American Politics	
or CH 203	American Experiences and Constitutional Change	
Degree Requirements		
Core		
AAD 125	Construction Drawings and Detailing	3
CONS 120	Print Reading and Specification	3
Emphasis		
AAD 100	Introduction to Architectural Design	3
AAD 101	Design with Nature	3
AAD 180	Design Foundation I	3
AAD 181	Design Foundation I Discussion	3
AAD 202	Analysis of the Built Environment	3
AAD 223	Graphic Software for Arch, Const, Dsgnr, Planners	3
AAD 280	Fundamentals of Architecture Design I	3
AAD 282	Fundamentals of Architecture Design II	3
Electives: select 12-15 units from the following		*12-15*
ANTH 101	Introduction to Cultural Anthropology	
ART 101	Drawing I	
GEOG 103	Physical Geography of Earth's Environment	
GEOG 104	Physical Geography Lab	
GEOL 101	Geology: Exploring Planet Earth	
PHIL 102	Critical Thinking and Reasoning	
SOC 101	Principles of Sociology	

Choose any AAD or ADT from the course offerings	
Total Units	60

[1] If you place into ENG 102 or ENG 114, the additional 3 required units will become elective credit.

[2] May also count toward additional college requirements. Please consult with Academic Advisement.

1st semester		Units
AAD 100	Introduction to Architectural Design	3
AAD 180	Design Foundation I	3
AAD 181	Design Foundation I Discussion	3
English [3]		3
MATH 126	Pre-Calculus I [3]	3
	Semester Total	15
2nd semester		
AAD 125	Construction Drawings and Detailing	3
AAD 201	History of the Built Environment	3
ENG 102 or ENG 114	Composition II or Composition II For International Students	3
Electives [3]		6
	Semester Total	15
3rd semester		
AAD 101	Design with Nature	3
AAD 223	Graphic Software for Arch, Const, Dsgnr, Planners	3
AAD 280	Fundamentals of Architecture Design I	3
ENV 101	Introduction to Environmental Science	3
Elective [3]		3
	Semester Total	15
4th semester		
AAD 282	Fundamentals of Architecture Design II	3
CONS 120	Print Reading and Specification	3
PSC 101	Introduction to American Politics	3
Electives [3]		6
	Semester Total	15
	Total Units	60

[3] See program recommendations or requirements.

Construction and Design, AAS

Residential Design

The Associate of Applied Science, Construction and Design, Residential Design will provide the student with a foundation of knowledge and skills for the design of residential projects. Completion of the emphasis degree will enhance the employment opportunities with architectural firms that specialize in residential architecture. The successful student upon completion of this degree will satisfy the educational requirements for candidates pursuing a residential designer professional registration as set forth by the Nevada State Board of Architecture, Interior Design and Residential Design.

Outcomes

Students completing the degree will:

- Identify and apply residential design theories.
- Prepare basic residential project types demonstrating design and construction and knowledge.
- Synthesize the knowledge and skills that will enable them to meet the educational requirements for candidates pursuing a residential designer processional license.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications/English		*6*
Recommended:		
ENG 101	Composition I	
or ENG 113	Composition I for International Students	
Required:		
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Fine Arts/Humanities/Social Science		*3*
Recommended:		
AAD 201		
Human Relations		*[3]*
Embedded:		
AAD 180 & AAD 181	Design Foundation I and Design Foundation I Discussion	
Mathematics		*3*
Required:		
MATH 108	Math for Technicians (or higher)	
Science		
Required:		
ENV 101	Introduction to Environmental Science	3
Additional College Requirements		
Diversity [1]		*[3]*
Recommended:		
AAD 201	History of the Built Environment	
U.S. and Nevada Constitutions		*3*
Required, Choose 1 or 2 courses from the following:		
PSC 101	Introduction to American Politics	
or CH 203	American Experiences and Constitutional Change	
HIST 101 & HIST 102	US History to 1877 and U. S. History since 1877	
HIST 101 & HIST 217	US History to 1877 and Nevada History	

HIST 101 & PSC 100	US History to 1877 and Nevada Constitution	
HIST 101 & PSC 208	US History to 1877 and Survey of State and Local Government	
Degree Requirements		
AAD 125	Construction Drawings and Detailing	3
CONS 120	Print Reading and Specification	3
Emphasis Requirements:		
AAD 180	Design Foundation I	3
AAD 181	Design Foundation I Discussion	3
AAD 223	Graphic Software for Arch, Const, Dsgnr, Planners	3
AAD 265	Computer Applications in Architecture I	3
AAD 280	Fundamentals of Architecture Design I	3
AAD 282	Fundamentals of Architecture Design II	3
ADT 105	Architectural Drafting I	5
ADT 230	Mechanical and Electrical Equip for Buildings	3
CONS 111	Commercial Building Codes	3
Elective Requirements		
Select 7 units from the following:		7
AAD 182	Fundamentals of Design II	
AAD 183	Fundamentals of Design Discussion II	
AAD 198	Special Topics in AAD	
AAD 230	Design with Climate	
SOC 101	Principles of Sociology	
ADT 290	Intern in Arch Design Technology	
PHIL 101	Introduction to Philosophy	
AAD 100	Introduction to Architectural Design	
Any other AAD or ADT course		
Total Units		60

[1] May also count toward additional college requirements. Please consult with Academic Advisement.

1st semester		**Units**
AAD 180	Design Foundation I	3
AAD 181	Design Foundation I Discussion	3
ADT 105	Architectural Drafting I	5
English [3]		3
MATH 108	Math for Technicians	3
	Semester Total	17
2nd semester		
AAD 125	Construction Drawings and Detailing	3
Communications [3]		3
Electives: [3]		6
Diversity [3]		3
	Semester Total	15
3rd semester		
AAD 223	Graphic Software for Arch, Const, Dsgnr, Planners	3
AAD 280	Fundamentals of Architecture Design I	3
ADT 230	Mechanical and Electrical Equip for Buildings	3
ENV 101	Introduction to Environmental Science	3
U.S. and Nevada Constitutions		3
	Semester Total	15
4th semester		
AAD 265	Computer Applications in Architecture I	3
AAD 282	Fundamentals of Architecture Design II	3
CONS 111	Commercial Building Codes	3
CONS 120	Print Reading and Specification	3
Elective: Choose 1 transferable unit if needed.		1
	Semester Total	13
	Total Units	60

[2] See approved General Education list for the AAS Degree. (http://catalog.tmcc.edu/degrees-certificates/programs/construction-design/aas-residential-design-emphasis/%20/degrees-certificates/general-education/aas/)

[3] See program recommendations or requirements.

Construction Technologies

Degrees

- Heating, Ventilation, Air Conditioning/Refrigeration (HVAC/R), AAS (p. 66)
- Critical Systems, AAS (p. 63)

Certificate of Achievement

- Heating, Ventilation, Air Conditioning/Refrigeration (HVAC/R) (p. 67)
- Air Conditioning, Critical Systems (p. 64)

Skills Certificates

- Commercial Refrigeration (p. 67)
- Critical Systems (p. 65)
- Heating, Ventilation, Air-Conditioning/Refrigeration (HVAC/R) (p. 68)

Construction Technologies, AAS

Critical Systems

The Associate of Applied Science, Construction Technologies, Critical System Emphasis prepares students to install, maintain, service, troubleshoot, and repair critical systems such as in data process centers and hospitals. The program enables students to learn how to maintain, troubleshoot, and repair HVAC equipment for equipment cooling and other related machinery. Instruction includes classroom, laboratory, and hands-on work in the laboratory or in the field. Along with core classes, academic skills emphasizing related math, science, and human relations components are stressed to help students prepare to meet challenges commonly found in the workplace.

Outcomes

Students completing this degree will:

- Incorporate workforce safety principals while performing basic tasks of a Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) technician.

- Interpret electrical/mechanical schematics on HVAC/R equipment to diagnose mechanical or electrical problems in a residential or light commercial environment.
- Appraise EPA rules, regulations, and refrigerant handling techniques in the performance of HVAC/R duties.
- Diagnose and repair electrical or mechanical problems on commercial air conditioning equipment; critical systems; chillers.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		3
Recommended:		
ENG 107	Technical Communications I	
English		*3*
Required		
ENG 101	Composition I	
Fine Art/Humanities/Social Science		*3*
Required:		
AAD 201	History of the Built Environment	
Human Relations		
Required:		
CE 201	Workplace Readiness	3
Mathamatics		*3*
Recommended:		
MATH 108	Math for Technicians	
Science		*3*
Additional College Requirements		
Diversity		
Required:		
AAD 201	History of the Built Environment	[3]
U.S. and Nevada Constitutions		*3*
Recommended:		
PSC 101	Introduction to American Politics	
Degree Requirements		
AC 102	Refrigeration Theory	3
AC 107	Electrical and Controls for HVAC	6
AC 113	Schematic Reading for HVAC/R	3
AC 150	Basic Refrigeration Servicing	6
AC 201	HVAC Automatic Controls	3
AC 205	Commercial HVAC 2	3
AC 206	Commercial HVAC Systems 3	3
AC 220	Chiller Operations and Maintenance	5
AC 295	Internship HVAC Career	3
IS 101	Introduction to Information Systems	3
OSH 222	General Industry Safety	1
Total Units		60

1st semester		**Units**
AC 102	Refrigeration Theory	3
AC 107	Electrical and Controls for HVAC	6
MATH 108	Math for Technicians	3
AC 113	Schematic Reading for HVAC/R	3
OSH 222	General Industry Safety	1
	Semester Total	16
2nd semester		
AC 150	Basic Refrigeration Servicing	6
Communications [1]		3
ENG 101	Composition I	3
U.S. and Nevada Constitutions [2]		3
AC 201	HVAC Automatic Controls	3
	Semester Total	18
3rd semester		
AC 205	Commercial HVAC 2	3
CE 201	Workplace Readiness	3
Science [1]		3
AC 204	Cooling Tower Systems- Operation and Maintenance	3
	Semester Total	12
4th semester		
AAD 201	History of the Built Environment	3
AC 220	Chiller Operations and Maintenance	5
IS 101	Introduction to Information Systems	3
AC 206	Commercial HVAC Systems 3	3
	Semester Total	14
	Total Units	60

Construction Technologies, Certificate of Achievement

Air Conditioning Critical Systems

The Certificate of Achievement, Construction Technologies, Air Conditioning Critical Systems prepares students to install, maintain, service, troubleshoot, and repair critical systems such as in data process centers and hospitals. The program enables students to learn how to maintain, troubleshoot, and repair HVAC equipment for equipment cooling and other related machinery. Instruction includes classroom, laboratory, and hands-on work in the laboratory or in the field. Along with core classes, academic skills emphasizing related math, science, and human relations components are stressed to help students prepare to meet challenges commonly found in the workplace.

Outcomes

Students completing the certificate will:

- Incorporate workforce safety principals while performing basic tasks of a Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) technician.

- Interpret electrical/mechanical schematics on HVAC/R equipment to diagnose mechanical or electrical problems in a residential or light commercial environment.
- Diagnose and repair electrical or mechanical problems on commercial air conditioning equipment; critical systems; chillers.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Recommended:		
BUS 111	Workplace Communications	
Human Relations		*3*
Recommended:		
CE 201	Workplace Readiness	
Mathematics		*3*
Certificate Requirements		
AC 102	Refrigeration Theory	3
AC 107	Electrical and Controls for HVAC	6
AC 150	Basic Refrigeration Servicing	6
AC 201	HVAC Automatic Controls	3
AC 205	Commercial HVAC 2	3
AC 206	Commercial HVAC Systems 3	3
AC 220	Chiller Operations and Maintenance	5
IS 101	Introduction to Information Systems	3
OSH 222	General Industry Safety	1
Total Units		42

1st semester		Units
AC 102	Refrigeration Theory	3
AC 107	Electrical and Controls for HVAC	6
Mathematics [1]		3
AC 201	HVAC Automatic Controls	3
OSH 222	General Industry Safety	1
	Semester Total	16
2nd semester		
AC 150	Basic Refrigeration Servicing	6
AC 205	Commercial HVAC 2	3
IS 101	Introduction to Information Systems	3
	Semester Total	12
3rd semester		
AC 220	Chiller Operations and Maintenance	5
CE 201	Workplace Readiness	3
AC 206	Commercial HVAC Systems 3	3
BUS 111	Workplace Communications	3
	Semester Total	14
	Total Units	42

[1] See approved General Education list for the AAS Degree. (p. 201)
[2] See program recommendations or requirements.

Construction Technologies, Skills Certificate

Critical Systems

The Critical Systems Skills Certificate prepares students to install, maintain, service, troubleshoot, and repair critical systems in places such as data processing centers and hospitals. The program enables students to learn how to maintain, troubleshoot, and repair HVAC equipment for equipment cooling and other related machinery. Instruction includes classroom, laboratory, and hands-on work in the laboratory or in the field. Along with core classes, academic skills in math, science, and human relations are emphasized to help prepare students for challenges commonly found in the workplace.

Outcomes:

Students completing the certificate will:

- Incorporate workforce safety principals while performing basic tasks of a Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) technician.
- Interpret electrical/mechanical schematics on HVAC/R equipment to diagnose mechanical or electrical problems in a residential or light commercial environment.
- Diagnose and repair electrical or mechanical problems on commercial air conditioning equipment; critical systems; chillers.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
AC 107	Electrical and Controls for HVAC	6
AC 201	HVAC Automatic Controls	3
AC 205	Commercial HVAC 2	3
AC 206	Commercial HVAC Systems 3	3
Total Units		15

1st semester		Units
AC 107	Electrical and Controls for HVAC	6
AC 201	HVAC Automatic Controls	3
	Semester Total	9

2nd semester		
AC 205	Commercial HVAC 2	3
AC 206	Commercial HVAC Systems 3	3
	Semester Total	6
	Total Units	15

[1] See approved General Education list for the AAS Degree. (p. 201)

[2] See program recommendations or requirements.

Construction Technologies, AAS

Heating, Ventilation, Air Conditioning/ Refrigeration (HVAC/R)

The Associate of Applied Science, Heating, Ventilation, Air Conditioning and Refrigeration trains technicians to design and maintain complex heating, cooling and refrigeration systems in structures of all sizes and functions, from homes to casino resort hotels. The HVAC/R program combines classroom instruction with hands-on practice and provides industry upgrade training on an on-going basis.

Outcomes

Students completing the degree will:

- Demonstrate a comprehensive understanding of HVAC/R principles and applications and the skills to work safely and efficiently in the HVAC industry.
- Design residential and commercial HVAC/R systems.
- Gain knowledge and practical skills to troubleshoot and repair residential and commercial HVAC/R systems.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Diversity [1]		*3*
Recommended:		
AAD 201	History of the Built Environment	
Communications/English		*6*
Fine Arts/Humanities/Social Science [1]		*[3]*
Human Relations		*3*
Recommended:		
CE 201	Workplace Readiness	
Mathematics		*3*
Recommended:		
MATH 108	Math for Technicians	
Science		*3*
U.S. and Nevada Constitutions		*3*

Degree Requirements		
AC 102	Refrigeration Theory	3
AC 107	Electrical and Controls for HVAC	6
AC 111	Heat Pumps	3
AC 113	Schematic Reading for HVAC/R	3
AC 121	Sheet Metal I	3
AC 150	Basic Refrigeration Servicing	6
AC 106	Residential Gas Heating	6
or AC 200	Commercial Refrigeration I	
OSH 222	General Industry Safety	1
Electives		
Select 8 units from the following:		8
AC 204	Cooling Tower Systems- Operation and Maintenance	
AC 210	Boiler Operation and Maintenance	
AC 295	Internship HVAC Career (1-6 units)	
Any other AC courses not listed		
Total Units		60

[1] Select a course that satisfies both Diversity and Fine Arts/ Humanities/Social Science. Please consult with Academic Advisement.

1st semester		**Units**
AC 102	Refrigeration Theory	3
AC 107	Electrical and Controls for HVAC	6
AC 111	Heat Pumps	3
Mathematics [3]		3
OSH 222	General Industry Safety	1
	Semester Total	16
2nd semester		
AC 113	Schematic Reading for HVAC/R	3
AC 121	Sheet Metal I	3
Communications [2]		3
Elective [3]		3
Science [2]		3
	Semester Total	15
3rd semester		
AC 150	Basic Refrigeration Servicing	6
Elective [3]		3
English [2]		3
U.S. and Nevada Constitutions [2]		3
	Semester Total	15
4th semester		
AC 106	Residential Gas Heating	6
or AC 200	or Commercial Refrigeration I	
Diversity/Social Science		3
Elective [3]		2
Human Relations [3]		3
	Semester Total	14
	Total Units	60

[2] See approved General Education list for the AAS Degree. (p. 201)
[3] See program recommendations or requirements.

Commercial Refrigeration, Skills Certificate

The Skills Certificate, Commercial Refrigeration will help prepare students for entry-level positions to install, service, or repair commercial refrigeration systems. Students will gain a basic knowledge of electrical systems and components, schematic reading, and troubleshooting techniques in commercial refrigerations. Students must pass all courses with a score of 70% or higher. This skills certificate will prepare students to take certification exams for: HVAC/R Excellence-Electrical and HVAC/R Excellence-Commercial Refrigeration.

Outcomes

Students completing the certificate will:

- Identify, troubleshoot, and repair commercial refrigeration units.
- Identify, explain, and apply design techniques to commercial Refrigeration systems.
- Identify, explain, and apply service and repair techniques to commercial refrigeration systems.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirements		
AC 102	Refrigeration Theory	3
AC 107	Electrical and Controls for HVAC	6
AC 113	Schematic Reading for HVAC/R	3
AC 150	Basic Refrigeration Servicing	6
AC 200	Commercial Refrigeration I	6
Total Units		24

1st semester		Units
AC 102	Refrigeration Theory	3
AC 107	Electrical and Controls for HVAC	6
AC 113	Schematic Reading for HVAC/R	3
	Semester Total	12
2nd semester		
AC 150	Basic Refrigeration Servicing	6
AC 200	Commercial Refrigeration I	6
	Semester Total	12
	Total Units	24

Heating, Ventilation, Air Conditioning/Refrigeration (HVAC/R), Certificate of Achievement

The Certificate of Achievement, Heating, Ventilation, Air Conditioning/Refrigeration prepares students to install, maintain, service, troubleshoot, and repair critical systems such as in data process centers and hospitals. The program enables students to learn how to maintain, troubleshoot, and repair HVAC equipment for equipment cooling and other related machinery. Instruction includes classroom, laboratory, and hands-on work in the laboratory or in the field. Along with core classes, academic skills emphasizing related math, science, and human relations components are stressed to help students prepare to meet challenges commonly found in the workplace.

Outcomes

Students completing the certificate will:

- Incorporate workforce safety principals while performing basic tasks of a Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) technician.
- Interpret electrical/mechanical schematics on HVAC/R equipment to diagnose mechanical or electrical problems in a residential or light commercial environment.
- Diagnose and repair electrical or mechanical problems on commercial air conditioning equipment; critical systems; chillers.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Human Relations		*3*
Recommended:		
CE 201	Workplace Readiness	
Mathematics		*3*
Certificate Requirements		
AC 102	Refrigeration Theory	3
AC 107	Electrical and Controls for HVAC	6
AC 150	Basic Refrigeration Servicing	6
OSH 222	General Industry Safety	1
Elective Requirements		
Select 6 units from the following:		6
AC 106	Residential Gas Heating	
AC 111	Heat Pumps	

AC 121	Sheet Metal I	
AC 200	Commercial Refrigeration I	
AC 210	Boiler Operation and Maintenance	
Total Units		31

1st semester		Units
AC 102	Refrigeration Theory	3
AC 107	Electrical and Controls for HVAC	6
Communications [1]		3
Mathematics [1]		3
OSH 222	General Industry Safety	1
	Semester Total	16
2nd semester		
AC 150	Basic Refrigeration Servicing	6
Electives [2]		6
Human Relations [2]		3
	Semester Total	15
	Total Units	31

[1] See approved General Education list for the AAS Degree. (p. 201)
[2] See program recommendations or requirements.

Construction Technologies, Skills Certificate

Heating, Ventilation, Air-Conditioning/ Refrigeration (HVAC/R)

The Skill Certificate, Heating, Ventilation, Air-Conditioning/Refrigeration (HVAC/R) will help prepare students for entry-level positions to install, service, or repair air conditioning/heating systems. Students will gain a basic knowledge of electrical systems and components, schematic reading, and troubleshooting techniques in air conditioning/heating.

The skills certificate will prepare students to take the certification exams for: ©HVAC/R Excellence-Electrical and ©HVAC/R Excellence-Heating, Electrical, Air, Technology (H.E.A.T.). Students must pass all courses with a score of 70% or higher.

These courses may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the certificate will:

- Identify, explain, troubleshoot, repair electrical systems and controls in HVAC/R systems and controls.
- Identify and apply the elements of design techniques in HVAC/R.
- Identify, troubleshoot and repair HVAC/R.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
AC 102	Refrigeration Theory	3
AC 106	Residential Gas Heating	6
AC 107	Electrical and Controls for HVAC	6
AC 113	Schematic Reading for HVAC/R	3
AC 150	Basic Refrigeration Servicing	6
Total Units		24

1st semester		Units
AC 102	Refrigeration Theory (Certificate)	3
AC 107	Electrical and Controls for HVAC (Certificate)	6
AC 113	Schematic Reading for HVAC/R	3
	Semester Total	12
2nd semester		
AC 106	Residential Gas Heating (Certificate)	6
AC 150	Basic Refrigeration Servicing (Certificate)	6
	Semester Total	12
	Total Units	24

Chemistry

Please see Physical Sciences (p. 166)

Chemistry, AS

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Science, Chemistry is a two-year transferable degree. The curriculum includes a core of courses in the physical sciences and mathematics which are advised by the American Chemical Society (ACS) for transfer to any ACS accredited chemistry program. All courses recommended will partially satisfy the bachelor of science in chemistry at the University of Nevada, Reno.

Outcomes

Students completing the emphasis will:

- Demonstrate a basic knowledge of General Chemistry in topics such as stoichiometry, nomenclature, acids and bases, gas laws, equilibrium, kinetics, thermochemistry, and electrochemistry.
- Demonstrate a basic knowledge of Organic Chemistry in topics such as stoichiometry, organic nomenclature, acids and bases, organic synthesis, reaction mechanisms, and spectroscopy.

- Demonstrate knowledge of scientific methods and the relationship of theory, experiment, and data analysis.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Including ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Humanities		*3*
Mathematics		*[3]*
Required:		
MATH 181	Calculus I	4
Science		*[6]*
Lab required		
Required:		
CHEM 121 & CHEM 122	General Chemistry I and General Chemistry II	8
Social Science		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change	
PSC 101	Introduction to American Politics	
PSY 101	General Psychology	
Additional College Requirements		
Diversity [2]		*[3]*
Science courses (2 units satisfied through required CHEM 121 & CHEM 122*)* [2]		*[6]*
U.S. and Nevada Constitutions [2]		*[3]*
Degree Requirements		
CHEM 241 & 241L	Organic Chemistry I and Organic Chemistry for Life Sciences Lab I	4
CHEM 242 & 242L	Organic Chemistry II and Organic Chemistry for Life Sciences Lab II	4
Mathematics: Additional 1 unit from Math 181 in Gen. Ed.		
MATH 182	Calculus II	4
PHYS 180 & 180L	Physics for Scientists and Engineers I and Physics for Scientists/Engineers Lab I	4
PHYS 181 & 181L	Physics for Scientists and Engineers II and Physics for Scientists/Engineers Lab II	4
Elective Requirements		
Select 13 units from transferable electives		13
Recommended:		
BIOL 190A	Introduction to Cell and Molecular Biology	3
BIOL 190L	Introduction to Cell and Molecular Biology Laboratory	
MATH 283	Calculus III	
MATH 285	Differential Equations	
Total Units		63

[1] If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.

[2] Course may also count toward degree requirements. Please consult with Academic Advisement.

1st semester		**Units**
CHEM 121	General Chemistry I	4
English [3]		3
Fine Arts [3]		3
MATH 181	Calculus I (Mathematics) [4]	4
Elective [4]		3
	Semester Total	17
2nd semester		
Diversity/Humanities [3]		3
CHEM 122	General Chemistry II	4
English [4]		3
MATH 182	Calculus II	4
	Semester Total	14
3rd semester		
Elective [4]		4-7
CHEM 241 & 241L	Organic Chemistry I and Organic Chemistry for Life Sciences Lab I	4
PHYS 180 & 180L	Physics for Scientists and Engineers I and Physics for Scientists/Engineers Lab I	4
Social Science/U.S. and Nevada Constitution [4]		3
	Semester Total	15
4th semester		
Elective [4]		6
CHEM 242 & 242L	Organic Chemistry II and Organic Chemistry for Life Sciences Lab II	4
PHYS 181 & 181L	Physics for Scientists and Engineers II and Physics for Scientists/Engineers Lab II	4
	Semester Total	14
	Total Units	60

[3] See approved General Education list for the AA/AS Degree. (p. 197)

[4] See program recommendations or requirements.

Criminal Justice

Degrees

- Criminal Justice, AA (p. 70)
- Criminal Justice, Law Enforcement, AAS (p. 71)

Criminal Justice, AA

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

This program can be completed 100% online.
TMCC's Associate of Arts in Criminal Justice degree is designed for students wishing to explore or enter a highly rewarding career in the criminal justice system. It is designed as either a stand-alone associate degree in the field of criminal justice or as a university transfer option to UNR. The transfer option allows students to earn their university required lower division courses upon completion of their Associate of Arts.

Students are strongly encouraged to obtain academic advisement at TMCC for courses that are consistent with the UNR - TMCC transfer agreement to ensure a smooth transition in the university transfer process.

Outcomes

Students completing the degree will:

- Describe the rights and protections granted under the US Constitution, particularly the Bill of Rights, to individuals involved in the criminal justice system.
- Explain the process of conducting a professional criminal investigation, the process of an arrest and pretrial detention, criminal trial procedures, and possible sanctions after conviction.
- Describe ethics adhered to by individuals involved in the various professions in the criminal justice system.

Note: In accordance with the TMCC/UNR transfer agreement, students who complete the TMCC Criminal Justice Degree Associate of Arts prior to entering the UNR Bachelor of Arts program fulfill all General Education requirements. Students who plan to transfer without a Degree should consult with an academic advisor at TMCC for important information about transferring general education courses.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Including ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Humanities		*3*
Mathematics		*3*
Recommended:		
MATH 126	Pre-Calculus I (or higher)	
Science		*6*
Social Science		*3*
Recommended:		
Select a course that satisfies both Social Science and U.S. and Nevada Constitutions requirement.		
Additional Degree Requirements		
Diversity [1]		*[3]*
Recommended:		
AAD 201	History of the Built Environment	
Foreign Language [2]		*0-14*
U.S. and Nevada Constitutions [1]		*[3]*
Degree Requirements		
Core:		
CRJ 104	Introduction to Administration of Justice	3
CRJ 222	Criminal Law and Procedure	3
Emphasis		
Select 9 units from the following:		9
CPD 116	Substance Abuse-Fundamental Facts and Insights [2]	
CRJ 106	Introduction to Corrections [2]	
CRJ 125	Legal Careers and Law Schools [2]	
CRJ 126	Legal Research and Methods [2]	
CRJ 127	Legal Writing [2]	
CRJ 211	Police in America: An Introduction [2]	
CRJ 234	Introduction to the Courts and American Legal System	
Elective Requirements		
Select 7 units of transferable electives:		7-24
Recommended:		
PHIL 102	Critical Thinking and Reasoning [2]	
STAT 152	Introduction to Statistics [2]	
CRJ 289	Law and Justice	
Any other electives of choice.		
Total Units		60

[1] Course may also count toward degree requirements. Please consult with Academic Advisement.

[2] For students planning to complete either the general Bachelor of Arts or the Pre-Law specialization Bachelor of Arts in Criminal Justice at UNR, consult with Academic Advisement.

1st semester		**Units**
Humanities/Diversity course [3]		3
CRJ 104	Introduction to Administration of Justice (5)	3
Foreign Language [5]		4
Social Science/U.S. and Nevada Constitutions [3]		3
English [4]		3
	Semester Total	16
2nd semester		
Select 2 Degree courses [4]		6
Foreign Language [5]		4
ENG 102	Composition II	3

Mathematics [4]		3
	Semester Total	16
3rd semester		
Elective [4]		3
Degree course [4]		3
CRJ 222	Criminal Law and Procedure	3
Foreign Language [5]		3
Science [3]		3
	Semester Total	15
4th semester		
Elective [4]		4
Fine Arts [3]		3
Foreign Language [5]		3
Science [3]		3
	Semester Total	13
	Total Units	60

[3] See approved General Education list for the AA/AS Degree. (p. 197)

[4] See program recommendations or requirements.

[5] See approved Foreign Language list for the AA Degree. (p. 200)

Criminal Justice, AAS

Law Enforcement

This program can be completed 100% online.

TMCC's Associate of Applied Science in Law Enforcement is designed for students wishing to explore or enter a highly rewarding career in the criminal justice system. The AAS in law enforcement provides students with a strong foundation for careers in law enforcement, probation, investigations, corrections, and corporate security.

The Associate of Applied Science in law enforcement is designed as a practitioner oriented and possibly terminal degree. This degree is not intended as a university transfer degree for those students who wish to continue on to complete their bachelor degree. Students interested in university transfer should instead major in the Associate of Arts in criminal justice degree.

The AAS in law enforcement allows students a greater opportunity to select and customize their educational experience around their specific interests in criminal justice.

Outcomes

Students completing the degree will:

- Describe the rights and protections granted under the US Constitution, particularly the Bill of Rights, to individuals involved in the criminal justice system.
- Explain the process of conducting a professional criminal investigation, the process of an arrest and pretrial detention, criminal trial procedures, and possible sanctions after conviction.
- Describe ethics adhered to by individuals involved in the various professions in the criminal justice system.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications/English		*6*
Recommended:		
ENG 101	Composition I	
or ENG 113	Composition I for International Students	
Required:		
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Fine Arts/Humanities/Social Science		*3*
Mathematics		*3*
Science		*3*
Additional College Requirements		
Diversity [2]		*[3]*
Human Relations		*3*
U.S. and Nevada Constitutions		*3*
Degree Requirements		
Core:		
CRJ 104	Introduction to Administration of Justice	3
CRJ 211	Police in America: An Introduction	3
CRJ 222	Criminal Law and Procedure	3
Elective Requirements:		
Select 30 units of CRJ or EMHS courses from this list.		30
CRJ 125	Legal Careers and Law Schools	
CRJ 126	Legal Research and Methods	
CRJ 127	Legal Writing	
CRJ 155	The Juvenile Justice System	
CRJ 164	Introduction to Criminal Investigation	
CRJ 214	Principles of Police Patrol Techniques	
CRJ 215	Probation and Parole	
CRJ 225	Criminal Evidence	
CRJ 226	Preventions and Control of Delinquency	
CRJ 265	Introduction to Physical Evidence	
CRJ 270	Introduction to Criminology	
CRJ 290	Internship in Criminal Justice	
EMHS 200	ICS/NIMS/EOC	
Total Units		60

[1] If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.

[2] May also count toward additional degree requirements. Please consult with Academic Advisement.

1st semester		**Units**
CRJ 104	Introduction to Administration of Justice	3
CRJ 211	Police in America: An Introduction	3

English [3,4]		3
Elective [4]		3
Mathematics [3]		3
	Semester Total	15
2nd semester		
ENG 102	Composition II	3
or ENG 114	or Composition II For International Students	
Electives [4]		6
Human Relations [3]		3
Science [3]		3
	Semester Total	15
3rd semester		
CRJ 222	Criminal Law and Procedure	3
Electives [4]		9
Fine Arts/Humanities/Social Science [3]		3
	Semester Total	15
4th semester		
Electives [4]		12
U.S. and Nevada Constitutions [3]		3
	Semester Total	15
	Total Units	60

[3] See approved General Education list for the AAS Degree. (p. 201)

[4] See program recommendations or requirements.

Culinary Arts

Degrees

- Culinary Arts, AAS (p. 72)
- Culinary Arts Entrepreneurs, AAS (p. 74)

Certificates of Achievement

- Baking and Pastry (p. 73)
- Culinary Arts (p. 74)
- Culinary Arts Entrepreneurs (p. 75)

Culinary Arts, AAS

The Associate of Applied Science, Culinary Arts curriculum has been designed to meet the needs of the multi-faceted industry we serve. Individual courses provide the skill sets necessary to work in and operate culinary facilities. They take into account the business, people, skills and general education required to achieve success in a wide range of different food operations.

Outcomes

Students completing the degree will:

- Demonstrate basic and advanced culinary skills through a series of learned competencies including but not limited to knife care, cutting techniques, stock preparation, complete meal planning, and restaurant experience.
- Demonstrate the knowledge to work in commercial hot food kitchens, commercial cold food kitchens, and commercial bakery kitchens.

Code	Title	Units
General Education Requirements		
Diversity [1]		*[3]*
Communications/English		*6*
English		
Required:		
ENG 101	Composition I	
Fine Arts/Humanities/Social Science		*3*
Human Relations		*3*
Required:		
MGT 212	Leadership and Human Relations	
or MGT 201	Principles of Management	
Mathematics		*3*
Required:		
CUL 245	The Business Chef	
Science		*3*
Required:		
NUTR 121	Human Nutrition	
U.S. and Nevada Constitutions		*3*
Degree Requirements		
CUL 100	Sanitation/HACCP	2
CUL 105	Basic Skills Development	3
CUL 106	Understanding Culinary Techniques I	6
CUL 108	Understanding Culinary Techniques II	6
CUL 114	Buffet Catering	3
CUL 125	Principles of Baking	3
CUL 130	Garde Manger	3
CUL 200	Aromatics/Restaurant Experience	4
CUL 210	American Regional Cuisine	3
CUL 220	International Cuisine	3
CUL 250	Saucier	3
Emphasis Requirements		
Select 7 units from the following:		7
CUL 170	Retail Deli and Bakery	
CUL 198	Special Topics in Culinary Arts	
CUL 225	Advanced Baking	
CUL 230	Pastry Arts	
CUL 295	Work Experience in Culinary Arts	
Total Units		67

[1] See the diversity section of the general education descriptions for a complete list of courses. Can also be used to satisfy another General Education, Degree/Emphasis, or Elective requirement.

1st semester		**Units**
CUL 100	Sanitation/HACCP	2
CUL 105	Basic Skills Development	3
ENG 101	Composition I	3
MGT 212 or MGT 201	Leadership and Human Relations or Principles of Management	3
Communications [2]		3
	Semester Total	14

2nd semester		
CUL 106	Understanding Culinary Techniques I	6
NUTR 121	Human Nutrition	3
Fine Arts/Humanities/Social Science [2]		3
	Semester Total	12
3rd semester		
CUL 108	Understanding Culinary Techniques II	6
CUL 245	The Business Chef	3
U.S. and Nevada Constitutions [2]		3
Emphasis [3]		1
	Semester Total	13
4th semester		
CUL 114	Buffet Catering	3
CUL 125	Principles of Baking	3
CUL 210	American Regional Cuisine	3
CUL 250	Saucier	3
Emphasis [3]		3
	Semester Total	15
5th semester		
CUL 130	Garde Manger	3
CUL 200	Aromatics/Restaurant Experience	4
CUL 220	International Cuisine	3
Emphasis [3]		3
	Semester Total	13
	Total Units	67

[2] See approved General Education list for the AAS Degree. (p. 201)

[3] See program recommendations or requirements.

Baking and Pastry, Certificate of Achievement

Certificate of Achievement, Culinary Arts, Baking and Pastry: Trained baking and pastry professionals will find plenty of career opportunities in Northern Nevada. Challenging positions are open in retail and wholesale bakeries, pastry shops, upscale restaurants, hotels, and casinos, assisted living centers, educational institutions, supermarkets, hospitals, ski and lake resorts, corporate cafeterias and commissaries. There is a real shortage of skilled and knowledgeable bakers and pastry cooks.

Outcomes

Students completing the certificate will:

- Demonstrate basic and advanced culinary skills through a series of learned competencies including but not limited to knife care, cutting techniques, stock preparation, and functions of the bakery including terminology and bakery fundamentals.
- Demonstrate the knowledge to work in commercial hot food kitchens, and commercial bakery kitchens.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Recommended:		
BUS 107	Business Speech Communications	
English		*3*
Required:		
ENG 101	Composition I	
or ENG 113	Composition I for International Students	
Human Relations		*3*
Required:		
MGT 212	Leadership and Human Relations	
or MGT 201	Principles of Management	
Mathematics		
Required:		
CUL 245	The Business Chef	3
Certificate Requirements		
CUL 100	Sanitation/HACCP	2
CUL 105	Basic Skills Development	3
CUL 106	Understanding Culinary Techniques I	6
CUL 125	Principles of Baking	3
CUL 170	Retail Deli and Bakery	3
CUL 225	Advanced Baking	3
CUL 230	Pastry Arts	3
CUL 295	Work Experience in Culinary Arts	3
Total Units		38

1st semester		**Units**
CUL 105	Basic Skills Development	3
CUL 100	Sanitation/HACCP	2
ENG 101 or ENG 113	Composition I or Composition I for International Students	3
	Semester Total	8
2nd semester		
CUL 106	Understanding Culinary Techniques I	6
CUL 245	The Business Chef	3
MGT 212 or MGT 201	Leadership and Human Relations or Principles of Management	3
	Semester Total	12
3rd semester		
CUL 125	Principles of Baking	3
CUL 225	Advanced Baking	3
	Semester Total	6

4th semester		
Communications [1]		3
CUL 170	Retail Deli and Bakery	3
CUL 230	Pastry Arts	3
CUL 295	Work Experience in Culinary Arts	1-6
	Semester Total	12
	Total Units	38

[1] See program recommendations or requirements.

Culinary Arts, Certificate of Achievement

Culinary Arts, Certificate of Achievement: Culinarians will find plenty of career opportunities in Northern Nevada. Challenging positions are open in restaurants, hotels, assisted living centers, educational institutions, supermarkets, bakeries, pastry shops, hospitals, ski and lake resorts, corporate cafeterias and casinos.

Outcomes

Students completing the certificate will:

- Demonstrate basic and intermediate culinary skills through a series of learned competencies including but not limited to knife care, cutting techniques, stock preparation, meal planning, and menu writing.
- Demonstrate the knowledge to work in commercial hot food kitchens, commercial cold food kitchens, and commercial bakery kitchens.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Recommended:		
BUS 107	Business Speech Communications	
English		*3*
Required:		
ENG 101	Composition I	
or ENG 113	Composition I for International Students	
Human Relations		*3*
Required:		
MGT 212	Leadership and Human Relations	
or MGT 201	Principles of Management	
Mathematics		*3*
Required:		
CUL 245	The Business Chef	
Certificate Requirements		
CUL 100	Sanitation/HACCP	2
CUL 105	Basic Skills Development	3
CUL 106	Understanding Culinary Techniques I	6
CUL 108	Understanding Culinary Techniques II	6
CUL 114	Buffet Catering	3
or CUL 130	Garde Manger	
or CUL 220	International Cuisine	
CUL 125	Principles of Baking	3
Total Units		35

1st semester		**Units**
CUL 105	Basic Skills Development	3
CUL 100	Sanitation/HACCP	2
ENG 101 or ENG 113	Composition I or Composition I for International Students	3
MGT 212 or MGT 201	Leadership and Human Relations or Principles of Management	3
	Semester Total	11
2nd semester		
Communications [1]		3
CUL 106	Understanding Culinary Techniques I	6
CUL 245	The Business Chef	3
	Semester Total	12
3rd semester		
CUL 108	Understanding Culinary Techniques II	6
CUL 114 or CUL 130 or CUL 220	Buffet Catering or Garde Manger or International Cuisine	3
CUL 125	Principles of Baking	3
	Semester Total	12
	Total Units	35

[1] See program recommendations or requirements.

Culinary Arts Entrepreneurs, AAS

The Associate of Applied Science, Culinary Arts Entrepreneurs will provide graduates with the necessary business skills to open their own business and/or work in a management capacity at a food-related small business. Individuals will learn the skill sets necessary to work in and operate culinary facilities. They will learn aspects related to business, people, and culinary which will allow them to achieve success in a wide range of different food operations.

Outcomes

Students completing the degree will:

- Demonstrate basic and advanced culinary skills through a series of learned competencies including but not limited to knife care, cutting techniques, stock preparation, complete meal planning, and restaurant experience.

- Demonstrate the knowledge to work in commercial hot food kitchens, commercial cold food kitchens, and commercial bakery kitchens.
- Students will create a business plan, including the creation, development and presentation of innovative ideas.

Code	Title	Units
General Education Requirements		
Diversity [1]		*[3]*
English/Communications		*6*
Required:		
ENG 101	Composition I	
or ENG 113	Composition I for International Students	
Fine Arts/Humanities/Social Science		*3*
Human Relations		*3*
Required:		
MGT 212	Leadership and Human Relations	
or MGT 201	Principles of Management	
Mathematics		*3*
Required:		
CUL 245	The Business Chef	
Science		*3*
U.S. and Nevada Constitutions		*3*
Degree Requirements		
ACC 201	Financial Accounting	3
CUL 100	Sanitation/HACCP	2
CUL 105	Basic Skills Development	3
CUL 106	Understanding Culinary Techniques I	6
CUL 125	Principles of Baking	3
ACC 202	Managerial Accounting	3
BUS 107	Business Speech Communications	3
ENT 200	Fundamentals of Entrepreneurship	3
ENT 230	Financing Your Small Business Venture	3
ENT 240	Marketing for Small Business	3
ENT 280	Entrepreneurship and Business Plan Development	3
IS 101	Introduction to Information Systems	3
CUL 295	Work Experience in Culinary Arts	1
or MGT 290	Internship in Management	
Total Units		60

[1] See the diversity section of the general education descriptions for a complete list of courses. Can also be used to satisfy another General Education, Degree/Emphasis, or Elective requirement.

1st semester		Units
CUL 100	Sanitation/HACCP	2
ENT 200	Fundamentals of Entrepreneurship	3
ENG 101	Composition I	3
CUL 245	The Business Chef	3
CUL 105	Basic Skills Development	3
	Semester Total	14
2nd semester		
MGT 212	Leadership and Human Relations	3
or MGT 201	or Principles of Management	
CUL 106	Understanding Culinary Techniques I	6
ENT 240	Marketing for Small Business	3
ENT 280	Entrepreneurship and Business Plan Development	3
	Semester Total	15
3rd semester		
BUS 107	Business Speech Communications	3
ACC 201	Financial Accounting	3
Communications [2]		3
Fine Arts/Humanities/Social Science/Diversity [2]		3
IS 101	Introduction to Information Systems	3
CUL 295	Work Experience in Culinary Arts	1-6
or MGT 290	or Internship in Management	
	Semester Total	16
4th semester		
CUL 125	Principles of Baking	3
ACC 202	Managerial Accounting	3
ENT 230	Financing Your Small Business Venture	3
U.S. and Nevada Constitutions [2]		3
Science [2]		3
	Semester Total	15
	Total Units	60

[2] See approved General Education list for the AAS Degree. (p. 201)

[3] See program recommendations or requirements.

Culinary Arts Entrepreneurs, Certificate of Achievement

Culinary Arts Entrepreneurs, Certificate of Achievement allows the new entrepreneur the opportunity for grounding in the fundaments of being an entrepreneur. This certificate suits entrepreneurial-minded individuals who want to start their own business in the culinary arts or find a challenging position in a culinary environment such as a restaurant, supermarket, bakery, pastry shop, hospital, ski and lake resort, corporate cafeteria, or casino.

Outcomes

Students completing the certificate will:

- Demonstrate basic and intermediate culinary skills through a series of learned competencies including but not limited to knife care, cutting techniques, stock preparation, meal planning, and menu writing.
- Demonstrate the knowledge to work in commercial hot food kitchens, commercial cold food kitchens, and commercial bakery kitchens.
- Develop a business plan for a culinary environment which includes the creation, development and presentation of innovative ideas.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter

the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		
Required:		
ENG 101	Composition I	3
or ENG 113	Composition I for International Students	
Human Relations		
Required:		
MGT 212	Leadership and Human Relations	3
or MGT 201	Principles of Management	
Mathematics		
Required:		
CUL 245	The Business Chef	3
Certificate Requirements		
CUL 100	Sanitation/HACCP	2
CUL 105	Basic Skills Development	3
CUL 106	Understanding Culinary Techniques I	6
ENT 200	Fundamentals of Entrepreneurship	3
ENT 240	Marketing for Small Business	3
ENT 280	Entrepreneurship and Business Plan Development	3
CUL 295	Work Experience in Culinary Arts	1
or MGT 290	Internship in Management	
Total Units		30

1st semester		Units
CUL 100	Sanitation/HACCP	2
ENT 200	Fundamentals of Entrepreneurship	3
ENG 101 or ENG 113	Composition I or Composition I for International Students	3
CUL 245	The Business Chef	3
CUL 105	Basic Skills Development	3
	Semester Total	14
2nd semester		
MGT 212 or MGT 201	Leadership and Human Relations or Principles of Management	3
CUL 106	Understanding Culinary Techniques I	6
ENT 240	Marketing for Small Business	3
CUL 295 or MGT 290	Work Experience in Culinary Arts or Internship in Management	1
ENT 280	Entrepreneurship and Business Plan Development	3
	Semester Total	16
	Total Units	30

Dental Assisting

Degrees

- Dental Assisting, AAS (p. 76)

Certificates of Achievement

- Dental Assisting, Full-Time/Part-Time (p. 78)

Dental Assisting, AAS

The TMCC Dental Assisting Program provides instruction in all facets of:

- Infection Control
- Chairside Procedures
- Practice Management
- Radiography
- Clinical Science

Upon completion of the program, students will be qualified to take the Dental Assisting National Board (http://www.danb.org/) exam to become a Certified Dental Assistant.

Accreditation information is available on the Dental Assisting Website (http://www.tmcc.edu/dental-assisting/accreditation/)

Outcomes

Students completing the degree will:

- Perform basic side chair functions to facilitate completion of restorative and advanced operative procedures as allowed by the state dental act.
- Demonstrate knowledge of radiation safety and proficiency in exposing, processing, and mounting dental radiographs.
- Demonstrate knowledge of infection and hazard control in the lab/workplace.
- Perform basic office procedures necessary to assist in managing the dental practice.

Special Admission Requirements and Procedures

For program application and admission information, please visit the Dental Assisting Program Admissions Procedures page. (http://www.tmcc.edu/dental-assisting/admission-procedures/)

Program completion time varies and depends on number of units taken per semester. Please contact the program coordinator at 775-673-7125 for more information.

The Dental Assisting Program offers a:

- Certificate of Achievement – Can be completed in 10-12 months, see certificate worksheet.
- Associate of Applied Science – Can be completed in 2 years, see degree worksheet.

Admission to the dental assisting AAS degree program and the certificate program is limited with special requirements and procedures.

Student progression in the program is contingent upon attaining a grade of “C” or better in all dental assisting curriculum. Courses are to be taken in the sequence outlined on the worksheet.

For additional program information please contact the program coordinator at 775-673-7125, or visit the Dental Assisting Program web site. (http://www.tmcc.edu/dental-assisting/)

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications/English		*6*
Required for English:		
ENG 101	Composition I	
or ENG 113	Composition I for International Students	
Required for Communications:		
COM 113	Fundamentals of Speech Communications (Recommended) [3]	
OR		
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Fine Arts/Humanities/Social Science		*3*
Recommended:		
PSY 101	General Psychology	
Human Relations		*[3]*
Satisfied through Degree Requirements (DA 110, DA 112, DA 125)		
Mathematics		*[3]*
Mathematics requirement is satisfied through embedded curriculum in the following: DA 111, DA 117, DA 119 DA 121, DA 123, DA 127.		
Science		*6*
Select 2 courses from the following, one must be a biology course: BIOL 100, BIOL 190, BIOL 223, BIOL 224, NUTR 121, NUTR 223		
Recommended:		
BIOL 100 & NUTR 121	General Biology for Non-Majors and Human Nutrition	
Additional College Requirements		
Diversity [1]		*3*
U.S. and Nevada Constitutions		*3*
Degree Requirements [2]		
DA 110	Orientation to Dental Assisting	2
DA 111	Dental Radiography I	3
DA 112	Dental/Head and Neck Anatomy	3
DA 115	Dental Health Education	1
DA 116	Preclinical Dental Science	1.5
DA 117	Dental Materials and Techniques I	2
DA 119	Dental Chairside Procedures	5
DA 121	Dental Radiography II	2
DA 122	Clinical Dental Science	2
DA 123	Practice Management and Procedures	2
DA 125	Supervised Clinical I	5
DA 127	Dental Materials and Lab Techniques II	2
DA 135	Supervised Clinical II	5
DA 137	Specialized Dental Assisting	1
Electives Recommend EPY 101		2.5
Total Units		60

1. See the diversity section of the general education descriptions for a complete list of courses.
2. All DA courses are to be taken in the time sequence indicated. A grade of “C” or better required.
3. Some Science courses will have additional Math or Science prerequisites, please check the specific course for prerequisites.

All courses are to be taken in the sequence indicated. A grade of 75% or better is required in all courses. Contact program coordinator for details.

1st semester		**Units**
COM 113	Fundamentals of Speech Communications (Level I - Fall)	3
ENG 101	Composition I (Level I - Fall)	3
Social Science		3
Science		3
	Semester Total	12
2nd semester		
DA 110	Orientation to Dental Assisting	2
DA 111	Dental Radiography I	3
DA 112	Dental/Head and Neck Anatomy	3
DA 115	Dental Health Education	1
DA 116	Preclinical Dental Science	1.5
DA 117	Dental Materials and Techniques I	2
DA 119	Dental Chairside Procedures	5
	Semester Total	17.5
3rd semester		
DA 121	Dental Radiography II	2
DA 122	Clinical Dental Science	2
DA 123	Practice Management and Procedures	2
DA 125	Supervised Clinical I	5
DA 127	Dental Materials and Lab Techniques II	2
U.S. and Nevada Constitution		3
	Semester Total	16
4th semester		
DA 135	Supervised Clinical II	5
DA 137	Specialized Dental Assisting	1
	Semester Total	6
5th semester		
Science		3

Diversity	3
Electives EPY 101 Recommended	2.5
Semester Total	8.5
Total Units	60

Dental Assisting, Certificate of Achievement,

Full-time/Part-time

Outcomes

- Perform basic side chair functions to facilitate completion of restorative and advanced operative procedures as allowed by the state dental act.
- Demonstrate knowledge of radiation safety and proficiency in exposing, processing, and mounting dental radiographs.
- Demonstrate knowledge of infection and hazard control in the lab/workplace.
- Perform basic office procedures necessary to assist in managing the dental practice.

Accreditation information is available on the Dental Assisting Website **(**http://www.tmcc.edu/dental-assisting/accreditation/**)**

Special Admission Requirements and Procedures

For program application and admission information, please visit the Dental Assisting Program Admission Procedures page. **(**http://www.tmcc.edu/dental-assisting/admission-procedures/**)**

Program completion time varies and depends on number of units taken per semester. Please contact the program coordinator at 775-673-7125 for more information.

The Dental Assisting Program offers a:

- Certificate of Achievement – Can be completed in 10-12 months, see certificate worksheet.
- Associate of Applied Science – Can be completed in 2 years, see degree worksheet.

Admission to the dental assisting AAS degree program and the certificate program is limited with special requirements and procedures.

Student progression in the program is contingent upon attaining a grade of “C” or better in all dental assisting curriculum. Courses are to be taken in the sequence outlined on the worksheet.

For additional program information please contact the program coordinator at 775-673-7125, or visit the Dental Assisting Program web site. (http://www.tmcc.edu/dental-assisting/)

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3*
Required:		
ENG 101	Composition I [1]	
or ENG 113	Composition I for International Students	
Communications		*3*
Required:		
COM 113	Fundamentals of Speech Communications (This is the preferred communication course for the interpersonal aspect.)	
or		
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Human Relations		*[3]*
satisfied through embedded curriculum in the following: DA 110, DA 112, DA 125		
Mathematics		*[3]*
Mathematics requirement is satisfied through embedded curriculum in the following: DA 111, DA 117, DA 119 DA 121, DA 123, DA 127.		
Certificate Requirements		
DA 110	Orientation to Dental Assisting	2
DA 111	Dental Radiography I	3
DA 112	Dental/Head and Neck Anatomy	3
DA 115	Dental Health Education	1
DA 116	Preclinical Dental Science	1.5
DA 117	Dental Materials and Techniques I	2
DA 119	Dental Chairside Procedures	5
DA 121	Dental Radiography II	2
DA 122	Clinical Dental Science	2
DA 123	Practice Management and Procedures	2
DA 125	Supervised Clinical I	5
DA 127	Dental Materials and Lab Techniques II	2
DA 135	Supervised Clinical II	5
DA 137	Specialized Dental Assisting	1
Total Units		42.5

[1] It is recommended that the following courses be taken prior to entering the Dental Assisting Program. ‘C’ or better required.

All certificate courses are to be taken in the sequence indicated. A grade of 75% or better is required in all certificate courses. Contact program coordinator for details.

Full-time

1st semester **Units**

These General Education courses are required to be completed and can be taken before, during or after the dental core courses.

English [2]		3
Communications [2]		3
	Semester Total	6
2nd semester		
DA 110	Orientation to Dental Assisting	2
DA 111	Dental Radiography I	3
DA 112	Dental/Head and Neck Anatomy	3
DA 115	Dental Health Education	1
DA 116	Preclinical Dental Science	1.5
DA 117	Dental Materials and Techniques I	2
DA 119	Dental Chairside Procedures	5
	Semester Total	17.5
3rd semester		
DA 121	Dental Radiography II	2
DA 122	Clinical Dental Science	2
DA 123	Practice Management and Procedures	2
DA 125	Supervised Clinical I	5
DA 127	Dental Materials and Lab Techniques II	2
	Semester Total	13
4th semester		
IMPORTANT: This is a Summer semester. The courses are only taught in summer.		
DA 135	Supervised Clinical II	5
DA 137	Specialized Dental Assisting	1
	Semester Total	6
	Total Units	42.5

Part-time

1st semester		**Units**
These General Education courses are required to be completed and can be taken before, during or after the dental core courses.		
Communications		3
English		3
DA 110	Orientation to Dental Assisting	2
DA 112	Dental/Head and Neck Anatomy (Certificate - Level I - Fall)	3
DA 116	Preclinical Dental Science (Certificate - Level I - Fall)	1.5
	Semester Total	12.5
2nd semester		
DA 122	Clinical Dental Science (Certificate - Level II - Spring)	2
DA 123	Practice Management and Procedures (Certificate - Level II - Spring)	2
	Semester Total	4
3rd semester		
DA 111	Dental Radiography I (Certificate - Level III - Fall)	3
DA 115	Dental Health Education (Certificate - Level III - Fall)	1
DA 117	Dental Materials and Techniques I (Certificate - Level III - Fall)	2
DA 119	Dental Chairside Procedures (Certificate - Level III - Fall)	5
	Semester Total	11
4th semester		
DA 121	Dental Radiography II (Certificate - Level IV - Spring)	2
DA 125	Supervised Clinical I (Certificate - Level IV - Spring)	5
DA 127	Dental Materials and Lab Techniques II (Certificate - Level IV - Spring)	2
	Semester Total	9
5th semester		
IMPORTANT: This is a Summer semester. The courses are only taught in summer.		
DA 135	Supervised Clinical II (Certificate - Level V - Summer)	5
DA 137	Specialized Dental Assisting (Certificate - Level V - Summer)	1
	Semester Total	6
	Total Units	42.5

[2] See program recommendations or requirements.

Dental Hygiene

Degrees

- Dental Hygiene, BS (p. 79)

Dental Hygiene, Bachelor of Science

The Bachelor of Science, Dental Hygiene Program prepares the graduate to practice as a registered dental hygienist. The TMCC dental hygiene program meets the minimum degree requirements for the Bachelor of Science degree.

The program is fully accredited by the Commission on Dental Accreditation (CODA). The two-year (four-semester) program does not include the general education, college and program core requirements for the Bachelor of Science degree.

It is recommended students complete the general education, college and program core requirements prior to starting the two-year (four-semester) Dental Hygiene program.

IMPORTANT: Due to the considerable time requirements of the Dental Hygiene Program, and to receive full admission points for the cumulative and science GPA categories on the Program Admission Points Worksheet (http://www.tmcc.edu/dental-hygiene/steps-to-apply/), it is strongly recommended all general education, additional college requirements, and program admission requirements be completed.

Students completing the degree will:

- Be eligible to take the written National Board Dental Hygiene Examination (NBDHS), apply and take the ethics examination for state licensure, and be eligible to apply and sit for state or regional clinical examination.
- Utilize critical thinking skills to investigate and pursue the evolving role of the dental hygienist in career options outside the traditional private practice model such as in education, research, administration,

public health, corporate sales, as members of inter-professional healthcare teams, and in advanced practice pursuing additional skills and education needed to advance their careers.
- BSDH graduates will be better prepared to practice within an integrated healthcare system to positively impact the public's oral and overall health by functioning as competent oral healthcare providers who can deliver optimal patient care within a variety of practice settings to meet the needs of diverse populations and the evolving healthcare environment.

Apply

Students must apply for entrance into the Dental Hygiene program. The application is available on the Dental Hygiene (http://www.tmcc.edu/dental-hygiene/) website.

Dental Hygiene Program

The dental hygienist is dedicated to providing preventative and therapeutic dental hygiene care. Some of the responsibilities routinely performed by hygienists in Nevada include:

- Performing oral cancer screening through examination of soft tissues.
- Examining periodontal (gum and bone) structure around and supporting teeth.
- Taking and interpreting radiographs.
- Removing stain, hard (calculus), and soft (plaque) deposits from tooth surfaces above and below the gum line utilizing scaling and root planing procedures.
- Administering topical fluoride treatments.
- Applying dental sealants.
- Administering local anesthesia and nitrous-oxide sedation.
- Designing and implementing treatment plans for individuals.
- Designing and implementing oral health programs for groups.
- Providing dental health education for individuals and groups.

The dental hygiene program is a two-year (four-semester) program once the student has been accepted which does not include the general education requirements for the Associate of Science degree, science prerequisite courses or other program requirements for dental hygiene.

Dental Hygiene students must meet certain technical standards:

- Possess good hand/eye coordination and manual strength and dexterity to perform instrumentation skills necessary for direct patient care.
- Hold a current CPR card and be able to perform emergency procedures required in the field.
- Be free from conditions which put other humans at risk (i.e., active tuberculosis. Persons with blood borne pathogen infections are not excluded from the program or clinic facility.).
- Possess ability to read, write, record and report.
- Be able to understand and react quickly to verbal instructions and patient needs.
- Be able to effectively communicate with patients to explain procedures, provide instructions and educate.

Limited Entry

The dental hygiene program is a limited entry program. Fourteen students will be admitted each fall. The application is available on the Dental Hygiene (http://www.tmcc.edu/dental-hygiene/) homepage under 'Steps to Apply' tab. Application's open in January and close in February. See Steps to Apply webpage for application dates.

A minimum GPA of 2.75 (4.0 scale) and a 'C' or higher in general education, college and program requirement courses is required.

Applicants not selected will not be carried forward to the next year, and must reapply for consideration. Additional program information is available in the dental clinic office 775- 673-8293, located in the Red Mountain Building (RDMT) 415-A, Admissions and Records in RDMT 319, and Academic Advisement in RDMT 111.

Student Selection

The final selection of students will be conducted by the dental hygiene program screening committee. Applicants will be ranked using selection criteria including overall general education GPA, pre-requisite science GPA and other criteria established by the screening committee. There are three pre-admission assessment exams required which must be taken within two years of applying. A minimum of eight hours of dental office observation must be completed within 13 months of applying.

Dental hygiene applicants are limited to repeating program pre-requisite science courses (BIOL 223, BIOL 224, BIOL 251, and CHEM 220) once. This means the students will take the course for the first time, and may repeat the same course once. If a student enrolls in a pre-requisite science course and withdraws from course with a "W," this will be counted as one attempt.

Accepted Students

Students accepted into the program will be required to attend a mandatory new student orientation the beginning of June. Once accepted into the program, students will be required to show proof and adherence to the dental hygiene program infectious disease/immunization policy, prior to starting classes. A medical exam is required and medical insurance is recommended.

Licensure

Graduates of the TMCC Dental Hygiene Program will be prepared to complete the written National Board Dental Hygiene Examination, Nevada State Board Clinical Exam and other state/regional clinical examinations in the U.S. All states require dental hygienists be licensed. Graduates from the dental hygiene program are eligible to apply for licensure in other states. Each state has specific criteria for licensure eligibility. It is the students responsibility to contact the state to determine eligibility requirements.

The Nevada Dental Practice Act (NRS 631.290) requires candidates for licensure be of good moral character and be citizens of the U.S. or lawfully entitled to remain and work in the U.S. Prospective students are advised that if they have felony or misdemeanor convictions or have a history of substance abuse or infectious disease that this may preclude subsequent licensure as a dental hygienist in Nevada (NAC 631.050).

Important:

This program has special admission requirements. Please visit the program website for specific admission advising.

To earn a Dental Hygiene Bachelor's Degree students must:

1. Maintain a C or better in each course and a minimum cumulative GPA of 2.75 (see requirements for graduation.)

2. Satisfy General Education requirements for Bachelor's degrees (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
3. Complete the 120 units of Degree requirements.
   - 32 units must be completed at TMCC.
   - 40 units must be upper division.
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Required:		
ENG 102	Composition II [1]	
or ENG 114	Composition II For International Students	
Mathematics		
Required:		
MATH 126	Pre-Calculus I (or higher)	3
Science		
Required:		
BIOL 190A/190L	Introduction to Cell and Molecular Biology	4
And		
CHEM 121	General Chemistry I	4
Social Science		
Required:		
PSY 101	General Psychology	3
Humanities		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change [2]	
Fine Arts		*3*
Recommended:		
THTR 210	Theatre: a Cultural Context	
or ART 263	Survey of African, Oceanic, & Native American Art	
or ART 270	Women in Art	
or DAN 101	Dance Appreciation	
Additional College Requirements		
Diversity [2]		*[3]*
U.S. and Nevada Constitutions		*[3]*
Capstone		*[3]*
DH 440	Capstone I	
DH 442	Capstone Seminar II	
Program Admission Requirements		
COM 113	Fundamentals of Speech Communications [3]	3
NUTR 223	Principles of Nutrition [3]	3
SOC 101	Principles of Sociology [3]	3
STAT 152	Introduction to Statistics [3]	3
BIOL 223	Human Anatomy and Physiology I [3]	4
BIOL 224	Human Anatomy and Physiology II [3]	4
BIOL 251	General Microbiology	4
CHEM 220	Introductory Organic Chemistry [3]	4
Degree Requirements [4]		
DH 102	Oral Biology	4
DH 103	Head and Neck Anatomy	2
DH 209	Pain and Anxiety Control	3
DH 299	Independent Study (4 units are required)	4
DH 304	Dental Hygiene Theory I	3
DH 305	Pre-Clinical Practice	3
DH 308	Dental Materials	2
DH 310	Foundations of Dental Hygiene Practice	3
DH 311	Pharmacology	2
DH 312	General and Oral Pathology for the Dental Hygienist	3
DH 313	Periodontic Principles I	2
DH 314	Oral Radiology and Interpretation	3
DH 315	Clinical Dental Hygiene I	3
DH 403	Periodontic Principles II	2
DH 404	Research Methodology	2
DH 405	Clinical Dental Hygiene II	4
DH 407	Dental Public Health Concepts	2
DH 409	Ethics, Law, and Business Practices	2
DH 410	Foundations of Inter-Professional Collaborative Practice	2
DH 411	Dental Public Health Field Experience	1
DH 413	Periodontic Principles III	1
DH 415	Clinical Dental Hygiene III	4
DH 416	Inter-Professional Collaborative Practice Field Experience	2
DH 417	Community Dental Health	2
DH 420	Dental Management of Special Patients	2
DH 440	Capstone I	1
DH 442	Capstone Seminar II	2
Total Units		120

[1] If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.

[2] Course may also count toward additional degree requirements. Please consult with Academic Advisement.

[3] These courses are recommended to be completed prior to applying to the program.

[4] Students will begin these courses upon acceptance into the Dental Hygiene Program. See Program Director for specific GPA requirements for Degree requirement courses.

1st semester		**Units**
COM 113	Fundamentals of Speech Communications	3
ENG 101	Composition I	3
or ENG 113	or Composition I for International Students	
Fine Arts/Diversity		3
MATH 126	Pre-Calculus I	3
	Semester Total	12
2nd semester		
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	3
CHEM 121	General Chemistry I	4
ENG 102	Composition II	3
or ENG 114	or Composition II For International Students	

STAT 152	Introduction to Statistics	3
	Semester Total	13
3rd semester		
BIOL 223	Human Anatomy and Physiology I	4
CH 203	American Experiences and Constitutional Change	3
CHEM 220	Introductory Organic Chemistry	4
PSY 101	General Psychology	3
	Semester Total	14
4th semester		
BIOL 224	Human Anatomy and Physiology II	4
BIOL 251	General Microbiology	4
NUTR 223	Principles of Nutrition	3
SOC 101	Principles of Sociology	3
	Semester Total	14
5th semester		
DH 102	Oral Biology	4
DH 103	Head and Neck Anatomy	2
DH 299	Independent Study	1
DH 304	Dental Hygiene Theory I	3
DH 305	Pre-Clinical Practice	3
DH 310	Foundations of Dental Hygiene Practice	3
DH 314	Oral Radiology and Interpretation	3
	Semester Total	19
6th semester		
DH 209	Pain and Anxiety Control	3
DH 299	Independent Study	1
DH 311	Pharmacology	2
DH 312	General and Oral Pathology for the Dental Hygienist	3
DH 313	Periodontic Principles I	2
DH 315	Clinical Dental Hygiene I	3
DH 404	Research Methodology	2
	Semester Total	16
7th semester		
DH 299	Independent Study	1
DH 308	Dental Materials	2
DH 403	Periodontic Principles II	2
DH 405	Clinical Dental Hygiene II	4
DH 407	Dental Public Health Concepts	2
DH 410	Foundations of Inter-Professional Collaborative Practice	2
DH 420	Dental Management of Special Patients	2
DH 440	Capstone I	1
	Semester Total	16
8th semester		
DH 299	Independent Study	1
DH 411	Dental Public Health Field Experience	1
DH 409	Ethics, Law, and Business Practices	2
DH 413	Periodontic Principles III	1
DH 415	Clinical Dental Hygiene III	4
DH 416	Inter-Professional Collaborative Practice Field Experience	2
DH 417	Community Dental Health	2
DH 442	Capstone Seminar II	2
	Semester Total	15
	Total Units	119

Dietetic Technology

Degrees

- Dietetic, AS (p. 82)
- Dietetic Technician, AAS (p. 83)

Skills Certificates

- Dietetic Technician, Skills Certificate (p. 84)

Dietetic, AS

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Science, Dietetic is a two-year transferable program. The curriculum includes an emphasis in the nutritional, biological and physical sciences. All recommended courses partially satisfy the bachelor of science in clinical dietetics at the University of Nevada, Reno. If the student wishes to seek a credential as a Nutrition and Dietetic Technician, Registered (NDTR), the following courses should be added, from the AAS dietetic technician degree:

Code	Title	Units
CUL 100	Sanitation/HACCP	2
NUTR 100	Introduction to Dietetic Technician Program	0.5
NUTR 233	Community and Lifecycle Nutrition	3
NUTR 243	Medical Nutrition Therapy for Dietetic Techs I	3
NUTR 244	Medical Nutrition Therapy for Dietetic Techs II	3
NUTR 291	Nutrition Internship-Food Service	3
NUTR 292	Nutrition Internship-Community	3
NUTR 293	Nutrition Internship-Clinical	3

Accreditation information can be found on the Dietetic Technician Program website (http://www.tmcc.edu/dietetic-technician/)

Outcomes

Students completing the degree will:

- Demonstrate a basic knowledge of nutrition, science, and math that comprise the integral foundation applicable to a four-year degree.
- Synthesize and apply nutrition principles in a variety of settings.
- Demonstrate academic and practical knowledge of standards appropriate to dietetic practice.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Humanities		*3*
Mathematics		*3*
Science		*[6]*
Required:		
CHEM 121 & CHEM 122	General Chemistry I and General Chemistry II	8
Social Science		*[3]*
Required:		
PSY 101	General Psychology	3
Additional College Requirements		
Diversity [2]		*[3]*
Recommended:		
NUTR 253	Cultural Considerations in Nutrition and Health Care	
Science [3]		*[6]*
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	4
U.S. and Nevada Constitutions		*3*
Degree Requirements		
BIOL 223	Human Anatomy and Physiology I	4
BIOL 224	Human Anatomy and Physiology II	4
BIOL 251	General Microbiology	4
COM 113	Fundamentals of Speech Communications	3
NUTR 220	Food Service Systems Management	3
NUTR 221	Quantity Food Purchasing	3
NUTR 223	Principles of Nutrition	3
NUTR 253	Cultural Considerations in Nutrition and Health Care	3
Elective Requirements		**0-3**
Total Units		60

[1] If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.

[2] May also count toward degree requirements. Please consult with Academic Advisement.

[3] 2 units from GE count toward fulfilling the Science requirement.

1st semester		**Units**
ENG 101 or ENG 113	Composition I or Composition I for International Students	3
Fine Arts [4]		3
MATH 126	Pre-Calculus I (or higher)	3
NUTR 220	Food Service Systems Management	3
PSY 101	General Psychology	3
	Semester Total	15
2nd semester		
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	4
CHEM 121	General Chemistry I	4
ENG 102 or ENG 114	Composition II or Composition II For International Students	3
NUTR 221	Quantity Food Purchasing	3
	Semester Total	14
3rd semester		
BIOL 223	Human Anatomy and Physiology I	4
CHEM 122	General Chemistry II	4
Humanities [4]		3
NUTR 223	Principles of Nutrition	3
	Semester Total	14
4th semester		
BIOL 224	Human Anatomy and Physiology II	4
BIOL 251	General Microbiology	4
COM 113	Fundamentals of Speech Communications	3
U.S. and Nevada Constitutions [4]		3
NUTR 253	Cultural Considerations in Nutrition and Health Care	3
	Semester Total	17
	Total Units	60

[4] See approved General Education list for the AA/AS Degree. (p. 197)

Dietetic Technician, AAS

Associate of Applied Science, Dietetic Technician is a two-year program. For a complete description of the program, please refer to the Dietetic Technician Program (http://www.tmcc.edu/dietetic-technician/)web page.

Outcomes

Students completing the degree will:

- Demonstrate application of theoretical and practical foundations to be adequately prepared as entry-level dietetic technician practitioners.
- Demonstrate academic and practical knowledge of standards appropriate to dietetic practice.
- Be eligible to take the national credentialing exam for Dietetic Technician, Registered.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.

3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Diversity		*[3]*
Required:		
NUTR 253	Cultural Considerations in Nutrition and Health Care	
Communications/English		*6*
Recommended:		
ENG 101	Composition I	
or ENG 113	Composition I for International Students	
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
BUS 107	Business Speech Communications	
Fine Arts/Humanities/Social Science		*3*
Required:		
PSY 101	General Psychology	
Human Relations		*3*
Mathematics		*3*
Required:		
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		
Required:		
BIOL 190A	Introduction to Cell and Molecular Biology	3
U.S. and Nevada Constitutions		*3*
Degree Requirements		
BIOL 190L	Introduction to Cell and Molecular Biology Laboratory	1
BIOL 200	Elements of Human Anatomy and Physiology	3
COM 113	Fundamentals of Speech Communications	3
Emphasis Requirements		
CUL 100	Sanitation/HACCP	2
NUTR 100	Introduction to Dietetic Technician Program	0.5
NUTR 220	Food Service Systems Management	3
NUTR 221	Quantity Food Purchasing	3
NUTR 223	Principles of Nutrition	3
NUTR 233	Community and Lifecycle Nutrition	3
NUTR 243	Medical Nutrition Therapy for Dietetic Techs I	3
NUTR 244	Medical Nutrition Therapy for Dietetic Techs II	3
NUTR 253	Cultural Considerations in Nutrition and Health Care	3
NUTR 291	Nutrition Internship-Food Service	3
NUTR 292	Nutrition Internship-Community	3
NUTR 293	Nutrition Internship-Clinical	3
Total Units		60.5

1st semester		Units
CUL 100	Sanitation/HACCP	2
BIOL 200	Elements of Human Anatomy and Physiology	3
English/Communications [2]		3
MATH 120	Fundamentals of College Mathematics (or higher) [2]	3
NUTR 100	Introduction to Dietetic Technician Program	0.5
NUTR 220	Food Service Systems Management	3
	Semester Total	14.5
2nd semester		
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	4
COM 113	Fundamentals of Speech Communications	3
Communications/English [2]		3
NUTR 221	Quantity Food Purchasing	3
NUTR 223	Principles of Nutrition	3
	Semester Total	16
3rd semester		
NUTR 291	Nutrition Internship-Food Service (Summer Session)	3
	Semester Total	3
4th semester		
U.S. and Nevada Constitutions [1]		3
NUTR 233	Community and Lifecycle Nutrition	3
NUTR 253	Cultural Considerations in Nutrition and Health Care	3
PSY 101	General Psychology	3
	Semester Total	12
5th semester		
Human Relations [1]		3
NUTR 243	Medical Nutrition Therapy for Dietetic Techs I	3
NUTR 244	Medical Nutrition Therapy for Dietetic Techs II	3
NUTR 292	Nutrition Internship-Community	3
	Semester Total	12
6th semester		
NUTR 293	Nutrition Internship-Clinical (Summer Session)	3
	Semester Total	3
	Total Units	60.5

[1] See approved General Education list for the AAS Degree. (p. 201)

[2] See program recommendations or requirements.

Dietetic Technology, Skills Certificate

Dietetic Technician

The Skills Certificate, Dietetic Technician is unique to the student who has earned a BS degree in dietetics but has not completed a dietetic internship to become a Registered Dietitian (RD). It provides the opportunity to gain additional experience in the field, providing a professional pathway for completing students to enter the field at the entry-level and as a professional development certification.

Accreditation information can be found on the Dietetics Department Website (http://www.tmcc.edu/dietetic-technician/)

Outcomes

Students completing the certificate will:

- Demonstrate application of theoretical and practical foundations to be adequately prepared as entry-level dietetic technician practitioners.
- Apply appropriate foodservice, community, and clinical standards to dietetic practice.
- Be eligible to take the national credentialing exam for Dietetic Technician, Registered (DTR).

A student with a four-year didactic degree in nutrition from an institution accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) may qualify as a Track 3 student.

The following conditions must be met with documentation provided to the Dietetic Technician Program Coordinator:

- Official Copies of All Transcripts.
- The original Statement of Verification issued by an Academy of Nutrition and Dietetics accredited four-year institution. The Statement of Verification must be for a didactic program in dietetics.

To complete the program to be eligible to take the national exam for DTR, students with a four-year degree must complete three of the three-unit courses comprised of 450 hours of supervised work experience at a satisfactory level.

To be considered for acceptance as a Track 3 student, please contact the Dietetic Technician Program Coordinator, Heather Williams at 775-673-7138.

After Track 3 students complete the three required dietetic technician supervised practice internship experiences (NUTR 291, NUTR 292 and NUTR 293), they will earn the skills certificate and become eligible to sit for the CDR National exam.

These courses may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
NUTR 291	Nutrition Internship-Food Service	3
NUTR 292	Nutrition Internship-Community	3
NUTR 293	Nutrition Internship-Clinical	3
Total Units		9

1st semester		**Units**
NUTR 291	Nutrition Internship-Food Service (Certificate)	3
NUTR 292	Nutrition Internship-Community (Certificate)	3
	Semester Total	6
2nd semester		
NUTR 293	Nutrition Internship-Clinical (Certificate)	3
	Semester Total	3
	Total Units	9

Early Childhood Education Program

Degrees

- Early Childhood Education, AA (p. 87)
- Administration of Early Care and Education Programs, AAS (p. 85)
- Infant/Toddler, AAS (p. 91)
- Preschool, AAS (p. 93)

Skills Certificates

- Early Childhood Educator 1 (p. 88)
- Early Childhood Educator 2 (p. 89)
- Early Childhood Educator 3 (p. 90)
- Early Childhood Educator 4 (p. 90)

Early Childhood Education, AAS

Administration of Early Care and Education Programs

The Associate of Applied Science, Early Childhood Education, Administration of Early Care and Education Programs prepares the graduate for a career working with young children and their families based on specific interest in this area of concentration.

Outcomes

Students completing the degree will:

- Demonstrate competence in the knowledge and skills defined in the National Association for the Education of Young Children (NAEYC) Early Childhood Associate Degree Accreditation (ECADA) Standards for Initial and Advanced Early Childhood Professional Preparation Programs.
  a. Promoting Child Development and Learning
  b. Building Family and Community Relationships
  c. Observing, Documenting, and Assessing to Support Young Children and Families
  d. Using Developmentally Effective Approaches
  e. Using Content Knowledge to Build Meaningful Curriculum
  f. Becoming a Professional
- Demonstrate proficiency as a preschool teacher in an early childhood education program.

- Demonstrate proficiency in the administration of early care and education programs.

The *AAS in Early Childhood Education Preschool Emphasis, AAS in Early Childhood Education Infant/Toddler Emphasis, and the AAS in Early Childhood Education Administration of Early Care and Education Programs Emphasis,* at TMCC *are* accredited by the Commission on the Accreditation of Early Childhood Higher Education Programs of the National Association for the Education of Young Children, www.naeyc.org (http://www.naeyc.org/). The accreditation term runs from July *2016* through July *2023*.

Field Experience and Practicum Experience:

All ECE degrees require courses with field experience and practicum experience in early childhood classrooms with young children (birth to age five). Field experiences and practicum experiences are focused student teaching experiences that require the student to demonstrate specific skills in an early childhood classroom with young children.

- Students must complete the practicum experience through TMCC.
- Students are required to have fingerprints, an approved background check, and a clear TB test prior to enrolling in courses with field experience or practicum experience. If a student fails to meet these requirements, or if the background check is not approved, the student will not be permitted to participate in courses with field experience or practicum experience.
- Students must meet all of the pre-requisite/co-requisite requirements, as well as have the practicum instructor's approval prior to enrolling in a practicum course.
- Two semesters of practicum are required. Students must complete the practicum courses in two, consecutive fall and spring semesters, during the final year of the ECE program of study.
- Students must work with the practicum instructor to arrange a practicum schedule and placement site.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Diversity		*3*
Required:		
HDFS 232	Diversity in Children [1]	
Communications		
Required:		
COM 215	Introduction to Group Communication	3
English		
Required:		
ENG 101	Composition I	3
or ENG 113	Composition I for International Students	
Fine Arts/Humanities/Social Science		*3*
Recommended:		
PSY 101	General Psychology	
or SOC 101	Principles of Sociology	
Human Relations		*3*
Required:		
MGT 212	Leadership and Human Relations	
Mathematics		*3*
Science		*3*
Required:		
NUTR 121	Human Nutrition	
U.S. and Nevada Constitutions		*3*
Degree Requirements [1]		
ECE 130	Infancy	3
ECE 190	Professionalism in Early Care and Education	3
ECE 200	The Exceptional Child	3
ECE 204	Principles of Child Guidance	3
ECE 210	Observation, Documentation and Assessment of Young Children	3
ECE 250	Introduction to Early Childhood Education	3
HDFS 201	Lifespan Human Development	3
HDFS 202	Introduction to Families	3
Emphasis Requirements [1]		
ECE 121	Parent Caregiver Relationships	1
ECE 123	Health and Nutrition for Young Children	1
ECE 231	Preschool Practicum: Early Childhood Lab [2]	2
ECE 240	Administration of the Preschool	3
ECE 244	Practicum in Administration in ECE Programs [2]	2
ECE 245	Practicum Seminar [2]	2
ECE 251	Curriculum in Early Childhood Education	3
MGT 171	Supervision	3
Total Units		65

[1] Students must maintain a cumulative grade point average of 2.0 (C) or better, and a minimum grade of "C" must be earned in each of the Degree and Emphasis requirements.

[2] Students must complete the practicum experience through TMCC.

1st semester		**Units**
ECE 121	Parent Caregiver Relationships	1
ECE 190	Professionalism in Early Care and Education	3
ECE 250	Introduction to Early Childhood Education	3
ENG 101	Composition I	3
or ENG 113	or Composition I for International Students	
HDFS 201	Lifespan Human Development	3
Mathematics [3]		3
	Semester Total	16
2nd semester		
ECE 123	Health and Nutrition for Young Children	1
ECE 130	Infancy	3
ECE 204	Principles of Child Guidance	3

ECE 210	Observation, Documentation and Assessment of Young Children	3
HDFS 232	Diversity in Children	3
MGT 171	Supervision	3
	Semester Total	16
3rd semester		
COM 215	Introduction to Group Communication	3
ECE 200	The Exceptional Child	3
ECE 231	Preschool Practicum: Early Childhood Lab (Fall Lab)	2
ECE 251	Curriculum in Early Childhood Education	3
HDFS 202	Introduction to Families	3
NUTR 121	Human Nutrition	3
	Semester Total	17
4th semester		
ECE 240	Administration of the Preschool	3
ECE 244	Practicum in Administration in ECE Programs (Spring Lab)	2
ECE 245	Practicum Seminar	2
MGT 212	Leadership and Human Relations	3
Fine Arts/Humanities/Social Science [4]		3
U.S. and Nevada Constitutions [3]		3
	Semester Total	16
	Total Units	65

[3] See approved General Education list for the AAS Degree. (p. 201)

[4] See program recommendations or requirements.

Early Childhood Education, AA

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Arts, Early Childhood Education is designed to serve students either as a stand-alone associate degree, or as a university transfer degree. The transfer option allows students to complete specific lower division courses at TMCC and obtain an Associate of Arts degree in early childhood education; and then transfer to UNR as a junior to complete a bachelor of science degree in human development and family studies. Students are encouraged to obtain academic advisement from early childhood education faculty to facilitate the university transfer process.

Outcomes

Students completing the degree will:

- Demonstrate competence in the knowledge and skills defined in the National Association for the Education of Young Children (NAEYC) Early Childhood Associate Degree Accreditation (ECADA) Standards for Initial and Advanced Early Childhood Professional Preparation Programs.
  a. Promoting Child Development and Learning
  b. Building Family and Community Relationships
  c. Observing, Documenting, and Assessing to Support Young Children and Families
  d. Using Developmentally Effective Approaches
  e. Using Content Knowledge to Build Meaningful Curriculum
  f. Becoming a Professional
- Demonstrate proficiency as a preschool teacher in an early childhood program.
- Demonstrate the scope of knowledge and skills required to gain entry into a baccalaureate degree program.

The AA in *Early Childhood Education* at TMCC is accredited by the Commission on the Accreditation of Early Childhood Higher Education Programs of the National Association for the Education of Young Children, www.naeyc.org (http://www.naeyc.org/). The accreditation term runs from July *2016* through July *2023*.

Field Experience and Practicum Experience:

All ECE degrees require courses with field experience and practicum experience in early childhood classrooms with young children (birth to age five). Field experiences and practicum experiences are focused student teaching experiences that require the student to demonstrate specific skills in an early childhood classroom with young children.

- Students must complete the practicum experience through TMCC.
- Students are required to have fingerprints, an approved background check, and a clear TB test prior to enrolling in courses with field experience or practicum experience. If a student fails to meet these requirements, or if the background check is not approved, the student will not be permitted to participate in courses with field experience or practicum experience.
- Students must meet all of the prerequisite/corequisite requirements, as well as have the practicum instructor's approval prior to enrolling in a practicum course.
- Two semesters of practicum are required. Students must complete the practicum courses in two, consecutive fall and spring semesters, during the final year of the ECE program of study.
- Students must work with the practicum instructor to arrange a practicum schedule and placement site.

Accreditation

The Early Childhood Education, AA is accredited by the National Association for the Education of Young Children (NAEYC) Early Childhood Associate Degree Accreditation (ECADA).

NAEYC/ECADA
1313 L St. N.W. Suite 500
Washington DC 20005
800-424-2460, Extension 8007

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.

3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Humanities		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change	
Mathematics		*3*
Required:		
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*
Required:		
NUTR 121	Human Nutrition	
Social Science		*3*
Required:		
PSY 101	General Psychology	
Additional College Requirements		
Diversity		
Required:		
HDFS 232	Diversity in Children	[3]
Foreign Language		*0*
U.S. and Nevada Constitutions [3]		*[3]*
Recommended:		
CH 203	American Experiences and Constitutional Change	
Degree Requirements [2]		
ECE 204	Principles of Child Guidance	3
ECE 250	Introduction to Early Childhood Education	3
HDFS 201	Lifespan Human Development	3
HDFS 202	Introduction to Families	3
HDFS 232	Diversity in Children	3
SOC 101	Principles of Sociology	3
ECE 231 & 231	Preschool Practicum: Early Childhood Lab and Preschool Practicum: Early Childhood Lab [4]	4
Emphasis Requirements:		
ECE 130	Infancy	3
ECE 190	Professionalism in Early Care and Education	3
ECE 200	The Exceptional Child	3
ECE 210	Observation, Documentation and Assessment of Young Children	3
ECE 245	Practicum Seminar [4]	2
ECE 251	Curriculum in Early Childhood Education	3
Total Units		60-63

[1] If you do not place into ENG 102 or ENG 114 you will complete the degree with three additional units (63 units overall.)

[2] Students must maintain a cumulative grade point average of 2.0 (C) or better, and a minimum grade of 'C' must be earned in each degree and emphasis requirement.

[3] Course may also count toward degree requirements. Please consult with Academic Advisement.

[4] Students must complete the practicum experience through TMCC.

1st semester		Units
ECE 190	Professionalism in Early Care and Education	3
ECE 250	Introduction to Early Childhood Education	3
ENG 101 or ENG 113	Composition I or Composition I for International Students	3
HDFS 201	Lifespan Human Development	3
Mathematics [6]		3
	Semester Total	15
2nd semester		
ECE 130	Infancy	3
ECE 204	Principles of Child Guidance	3
ECE 210	Observation, Documentation and Assessment of Young Children	3
HDFS 232	Diversity in Children	3
SOC 101	Principles of Sociology	3
	Semester Total	15
3rd semester		
ECE 200	The Exceptional Child	3
ECE 231	Preschool Practicum: Early Childhood Lab	2
ECE 251	Curriculum in Early Childhood Education	3
HDFS 202	Introduction to Families	3
NUTR 121	Human Nutrition	3
PSY 101	General Psychology	3
	Semester Total	17
4th semester		
ECE 231	Preschool Practicum: Early Childhood Lab	2
ECE 245	Practicum Seminar	2
Fine Arts [5]		3
Humanities/U.S. and Nevada Constitutions [6]		3
Science [5]		3
	Semester Total	13
	Total Units	60

[5] See approved General Education list for the AA/AS Degree. (p. 197)

[6] See program recommendations or requirements.

Early Childhood Education, Skills Certificate

Early Childhood Educator 1

The Skills Certificate, Early Childhood Educator 1 includes nine units in early childhood education. The courses are also required for the early childhood education AA and AAS degrees. The certificate is one of a series of four, stackable skills certificates available in early childhood education. Students may earn the skills certificates as they progress

toward an AA/AAS degree in early childhood education, or as professional development certifications for non-degree seeking students.

These courses may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the certificate will:

- Identify and apply the knowledge and skills required to proceed to the skills certificate: early childhood educator 2, including general knowledge about the early childhood education profession, lifespan human development, and positive guidance of young children birth through age eight.
- Identify and apply the knowledge and skills related to the six standards for the National Association for the Education of Young Children (NAEYC).

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
ECE 204	Principles of Child Guidance	3
ECE 250	Introduction to Early Childhood Education	3
HDFS 201	Lifespan Human Development	3
Total Units		9

1st semester		**Units**
ECE 204	Principles of Child Guidance	3
ECE 250	Introduction to Early Childhood Education	3
	Semester Total	6
2nd semester		
HDFS 201	Lifespan Human Development	3
	Semester Total	3
	Total Units	9

Early Childhood Education, Skills Certificate

Early Childhood Educator 2

The Skills Certificate, Early Childhood Educator 2 includes 12 units in early childhood education. The courses are also required for the early childhood education AA and AAS degrees. The certificate is one of a series of four, stackable skills certificates available in early childhood education. Students may earn the skills certificates as they progress toward an AA/AAS degree in early childhood education, or as professional development certifications for non-degree seeking students.

These courses may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the certificate will:

- Identify and apply the knowledge and skills required to proceed to the skills certificate: early childhood educator 3, including general knowledge about the early childhood education profession, lifespan human development, positive guidance of young children birth through age eight, and the observation, documentation, and assessment of young children.
- Identify and apply the knowledge and skills related to the six standards for the National Association for the Education of Young Children (NAEYC).

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
ECE 204	Principles of Child Guidance	3
ECE 210	Observation, Documentation and Assessment of Young Children	3
ECE 250	Introduction to Early Childhood Education	3
HDFS 201	Lifespan Human Development	3
Total Units		12

1st semester		**Units**
ECE 204	Principles of Child Guidance	3
ECE 250	Introduction to Early Childhood Education	3
	Semester Total	6
2nd semester		
ECE 210	Observation, Documentation and Assessment of Young Children	3
HDFS 201	Lifespan Human Development	3
	Semester Total	6
	Total Units	12

Early Childhood Education, Skills Certificate

Early Childhood Educator 3

The Skills Certificate, Early Childhood Educator 3 includes 21 units in early childhood education. The courses are also required for the early childhood education AA and AAS degrees. The certificate is one of a series of four, stackable skills certificates available in early childhood education. Students may earn the skills certificates as they progress toward an AA/AAS degree in early childhood education, or as professional development certifications for non-degree seeking students.

These courses may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the certificate will:

- Identify and apply the knowledge and skills required to proceed to the skills certificate: early childhood educator 4, including general knowledge about the early childhood education profession, lifespan human development, positive guidance of young children birth through age eight, the observation, documentation, and assessment of young children, professionalism in ECE, children with exceptionalities, and preschool curriculum planning.
- Identify and apply the knowledge and skills related to the six standards for the National Association for the Education of Young Children (NAEYC).

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
ECE 190	Professionalism in Early Care and Education	3
ECE 200	The Exceptional Child	3
ECE 204	Principles of Child Guidance	3
ECE 210	Observation, Documentation and Assessment of Young Children	3
ECE 250	Introduction to Early Childhood Education	3
ECE 251	Curriculum in Early Childhood Education	3
HDFS 201	Lifespan Human Development	3
Total Units		21

1st semester		Units
ECE 190	Professionalism in Early Care and Education	3
ECE 204	Principles of Child Guidance	3
ECE 250	Introduction to Early Childhood Education	3
	Semester Total	9
2nd semester		
ECE 210	Observation, Documentation and Assessment of Young Children	3
HDFS 201	Lifespan Human Development	3
	Semester Total	6
3rd semester		
ECE 200	The Exceptional Child	3
ECE 251	Curriculum in Early Childhood Education	3
	Semester Total	6
	Total Units	21

Early Childhood Education, Skills Certificate

Early Childhood Educator 4

The Skills Certificate, Early Childhood Educator 4 includes 27 units in early childhood education. The courses are also required for the early childhood education AA and AAS degrees. The certificate is one of a series of four, stackable skills certificates available in early childhood education. Students may earn the skills certificates as they progress toward an AA/AAS degree in early childhood education, or as professional development certifications for non-degree seeking students.

These courses may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the certificate will:

- Identify and apply the knowledge and skills in the early childhood education profession, lifespan human development, positive guidance of young children birth through age eight, the observation, documentation, and assessment of young children, professionalism in ECE, children with exceptionalities, preschool curriculum planning, and in one of three areas of emphasis (infant/toddlers, preschool, or administration of ECE programs).
- Identify and apply the knowledge and skills related to the six standards for the National Association for the Education of Young Children (NAEYC).

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
ECE 190	Professionalism in Early Care and Education	3
ECE 200	The Exceptional Child	3
ECE 204	Principles of Child Guidance	3
ECE 210	Observation, Documentation and Assessment of Young Children	3
ECE 250	Introduction to Early Childhood Education	3
ECE 251	Curriculum in Early Childhood Education	3
HDFS 201	Lifespan Human Development	3
Option A, B, or C		**6**
Option A: Infants/Toddlers		
Required:		
ECE 130	Infancy	
ECE 252	Infant-Toddler Curriculum	
Option B: Preschool		
Select 6 units:		
ECE 121	Parent Caregiver Relationships	
ECE 123	Health and Nutrition for Young Children	
ECE 130	Infancy	
ECE 151	Math in the Preschool Curriculum	
ECE 152	Science in the Preschool Curriculum	
ECE 154	Literature for Preschool Children	
ECE 155	Literacy and the Young Child	
ECE 156	Music in the Preschool Curriculum	
ECE 157	Art in the Preschool Curriculum	
ECE 158	Activities for Physical Development in Young Child	
ECE 161	Social Studies in the Preschool Curriculum	
ECE 167	Child Abuse and Neglect	
ECE 168	Infectious Diseases and 1st Aid in Childcare	
ECE 169	Bilingual and Multicultural Experience in ECE	
HDFS 202	Introduction to Families	
HDFS 232	Diversity in Children	
Option C: Administration of ECE		
Select 6 units:		
MGT 171	Supervision	
MGT 212	Leadership and Human Relations	
Total Units		27

1st semester		Units
ECE 190	Professionalism in Early Care and Education	3
ECE 204	Principles of Child Guidance	3
ECE 250	Introduction to Early Childhood Education	3
	Semester Total	9
2nd semester		
ECE 210	Observation, Documentation and Assessment of Young Children	3
HDFS 201	Lifespan Human Development	3
Select 3 units from Option A, B, or C		3
	Semester Total	9
3rd semester		
ECE 200	The Exceptional Child	3
ECE 251	Curriculum in Early Childhood Education	3
Select 3 units from Option A, B, or C		3
	Semester Total	9
	Total Units	27

Early Childhood Education, AAS

Infant/Toddler

The Associate of Applied Science, Early Childhood Education, Infant Toddler prepares the graduate for a career working with young children and their families based on specific interest in this area of concentration.

Outcomes

Students completing the degree will:

- Demonstrate competence in the knowledge and skills defined in the National Association for the Education of Young Children (NAEYC) Early Childhood Associate Degree Accreditation (ECADA) Standards for Initial and Advanced Early Childhood Professional Preparation Programs.

    1. Promoting Child Development and Learning
    2. Building Family and Community Relationships
    3. Observing, Documenting, and Assessing to Support Young Children and Families
    4. Using Developmentally Effective Approaches
    5. Using Content Knowledge to Build Meaningful Curriculum
    6. Becoming a Professional

- Demonstrate proficiency as an infant and toddler teacher in an early childhood program.

The *AAS in Early Childhood Education Preschool Emphasis, AAS in Early Childhood Education Infant/Toddler Emphasis, and the AAS in Early Childhood Education Administration of Early Care and Education Programs Emphasis,* at TMCC *are* accredited by the Commission on the Accreditation of Early Childhood Higher Education Programs of the National Association for the Education of Young Children, www.naeyc.org (http://www.naeyc.org/). The accreditation term runs from July *2016* through July *2023*.

Field Experience and Practicum Experience:

All ECE degrees require courses with field experience and practicum experience in early childhood classrooms with young children (birth to age five). Field experiences and practicum experiences are focused student teaching experiences that require the student to demonstrate specific skills in an early childhood classroom with young children.

- Students must complete the practicum experience through TMCC.
- Students are required to have fingerprints, an approved background check, and a clear TB test prior to enrolling in courses with field experience or practicum experience. If a student fails to meet these requirements, or if the background check is not approved, the student will not be permitted to participate in courses with field experience or practicum experience.

- Students must meet all of the prerequisite/corequisite requirements, as well as have the practicum instructor's approval prior to enrolling in a practicum course.
- Two semesters of practicum are required. Students must complete the practicum courses in two, consecutive fall and spring semesters, during the final year of the ECE program of study.

Accreditation

The Early Childhood Education, Infant/Toddler, AAS is accredited by the National Association for the Education of Young Children (NAEYC) Early Childhood Associate Degree Accreditation (ECADA).

NAEYC/ECADA
1313 L St. N.W. Suite 500
Washington DC 20005
800-424-2460, Extension 8007

- Students must work with the practicum instructor to arrange a practicum schedule and placement site.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Diversity		*3*
Required:		
HDFS 232	Diversity in Children [1]	
Communications/English		*6*
Required:		
ENG 101	Composition I	
or ENG 113	Composition I for International Students	
Fine Arts/Humanities/Social Science		*3*
Recommended:		
SOC 101	Principles of Sociology	
or PSY 101	General Psychology	
Human Relations		*3*
Required:		
MGT 212	Leadership and Human Relations	
Mathematics		*3*
Science		*3*
Required:		
NUTR 121	Human Nutrition	
U.S. and Nevada Constitutions		*3*
Degree Requirements [1]		
Required for all ECE emphases		
ECE 130	Infancy	3
ECE 190	Professionalism in Early Care and Education	3
ECE 200	The Exceptional Child	3
ECE 204	Principles of Child Guidance	3
ECE 210	Observation, Documentation and Assessment of Young Children	3
ECE 250	Introduction to Early Childhood Education	3
HDFS 201	Lifespan Human Development	3
HDFS 202	Introduction to Families	3
Emphasis Requirements [1]		
ECE 121	Parent Caregiver Relationships	1
ECE 127	Role of Play for Infants and Toddlers	1
ECE 128	Self Help Skills for Infants and Toddlers	1
ECE 129	Environments for Infant and Toddler	2
ECE 232 & 232	Practicum: Infant and Toddler and Practicum: Infant and Toddler (repeated fall and spring) [2]	4
ECE 245	Practicum Seminar [2]	2
ECE 252	Infant-Toddler Curriculum	3
Total Units		62

[1] A student must maintain a cumulative grade point average of 2.0 (C) or better and a minimum grade of "C" must be earned in each of the degree and emphasis requirements.

[2] Students must complete the practicum experience through TMCC.

1st semester		**Units**
ECE 121	Parent Caregiver Relationships	1
ECE 190	Professionalism in Early Care and Education	3
ECE 250	Introduction to Early Childhood Education	3
Mathematics [3]		3
ENG 101 or ENG 113	Composition I or Composition I for International Students	3
HDFS 201	Lifespan Human Development	3
	Semester Total	16
2nd semester		
ECE 127	Role of Play for Infants and Toddlers	1
ECE 128	Self Help Skills for Infants and Toddlers	1
ECE 129	Environments for Infant and Toddler	2
ECE 130	Infancy	3
ECE 204	Principles of Child Guidance	3
ECE 210	Observation, Documentation and Assessment of Young Children	3
English/Communications [3]		3
	Semester Total	16
3rd semester		
ECE 200	The Exceptional Child	3
ECE 232	Practicum: Infant and Toddler	2
ECE 252	Infant-Toddler Curriculum	3
HDFS 202	Introduction to Families	3
NUTR 121	Human Nutrition	3
	Semester Total	14
4th semester		
ECE 232	Practicum: Infant and Toddler	2
ECE 245	Practicum Seminar	2
HDFS 232	Diversity in Children	3
Fine Arts/Humanities/Social Science [3]		3

MGT 212	Leadership and Human Relations	3
U.S. and Nevada Constitutions [3]		3
	Semester Total	16
	Total Units	62

[3] See approved General Education list for the AAS Degree. (p. 201)

Early Childhood Education, AAS

Preschool

The Associate of Applied Science, Early Childhood Education, Preschool Emphasis prepares the graduate for a career working with young children and their families based on specific interest in this area of concentration.

Outcomes

Students completing the degree will:

- Fulfill the requirements of the Associate of Applied Science.
- Demonstrate competence in the knowledge and skills defined in the National Association for the Education of Young Children (NAEYC) Early Childhood Associate Degree Accreditation (ECADA) Standards for Initial and Advanced Early Childhood Professional Preparation Programs.
  a. Promoting Child Development and Learning
  b. Building Family and Community Relationships
  c. Observing, Documenting, and Assessing to Support Young Children and Families
  d. Using Developmentally Effective Approaches
  e. Using Content Knowledge to Build Meaningful Curriculum
  f. Becoming a Professional
- Demonstrate proficiency as a preschool teacher in an early childhood program.

The *AAS in Early Childhood Education Preschool Emphasis, AAS in Early Childhood Education Infant/Toddler Emphasis, and the AAS in Early Childhood Education Administration of Early Care and Education Programs Emphasis,* at TMCC *are* accredited by the Commission on the Accreditation of Early Childhood Higher Education Programs of the National Association for the Education of Young Children, www.naeyc.org (http://www.naeyc.org/). The accreditation term runs from July *2016* through July *2023*.

Field Experience and Practicum Experience:

All ECE degrees require courses with field experience and practicum experience in early childhood classrooms with young children (birth to age five). Field experiences and practicum experiences are focused student teaching experiences that require the student to demonstrate specific skills in an early childhood classroom with young children.

- Students must complete the practicum experience through TMCC.
- Students are required to have fingerprints, an approved background check, and a clear TB test prior to enrolling in courses with field experience or practicum experience. If a student fails to meet these requirements, or if the background check is not approved, the student will not be permitted to participate in courses with field experience or practicum experience.
- Students must meet all of the prerequisite/corequisite requirements, as well as have the practicum instructor's approval prior to enrolling in a practicum course.
- Two semesters of practicum are required. Students must complete the practicum courses in two, consecutive fall and spring semesters, during the final year of the ECE program of study.
- Students must work with the practicum instructor to arrange a practicum schedule and placement site.

Accreditation

The Early Childhood Education, Preschool, AAS is accredited by the National Association for the Education of Young Children (NAEYC) Early Childhood Associate Degree Accreditation (ECADA).

NAEYC/ECADA
1313 L St. N.W. Suite 500
Washington DC 20005
800-424-2460, Extension 8007

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Diversity		*3*
Required:		
HDFS 232	Diversity in Children	
Communications/English		*6*
Required:		
ENG 101	Composition I	
or ENG 113	Composition I for International Students	
Fine Arts/Humanities/Social Science		*3*
Recommended:		
SOC 101	Principles of Sociology	
PSY 101	General Psychology	
Human Relations		*3*
Required:		
MGT 212	Leadership and Human Relations	
Mathematics		*3*
Science		*3*
Required:		
NUTR 121	Human Nutrition	
U.S. and Nevada Constitutions		*3*
Degree Requirements [1]		
Required for all ECE emphases		
ECE 130	Infancy	3
ECE 190	Professionalism in Early Care and Education	3
ECE 200	The Exceptional Child	3

ECE 204	Principles of Child Guidance	3
ECE 210	Observation, Documentation and Assessment of Young Children	3
ECE 250	Introduction to Early Childhood Education	3
HDFS 201	Lifespan Human Development	3
HDFS 202	Introduction to Families	3
Emphasis Requirements [1]		
ECE 121	Parent Caregiver Relationships	1
ECE 123	Health and Nutrition for Young Children	1
ECE 155	Literacy and the Young Child	1
ECE 231 & 231	Preschool Practicum: Early Childhood Lab and Preschool Practicum: Early Childhood Lab (repeat fall and spring) [2]	4
ECE 245	Practicum Seminar [2]	2
ECE 251	Curriculum in Early Childhood Education	3
ECE Electives		5
Recommended:		
ECE 151, ECE 152, ECE 156, ECE 157, ECE 158, ECE 161, ECE 169		
Total Units		65

[1] A student must maintain a cumulative grade point average of 2.0 (C) or better , and a minimum grade of “C” must be earned in each of the degree and emphasis requirements.

[2] Students must complete the practicum experience through TMCC and the course is repeated over 2 semesters. .

1st semester		**Units**
ECE 121	Parent Caregiver Relationships	1
ECE 190	Professionalism in Early Care and Education	3
ECE 250	Introduction to Early Childhood Education	3
HDFS 201	Lifespan Human Development	3
Mathematics [3]		3
ENG 101 or ENG 113	Composition I (Communications/English) or Composition I for International Students	3
	Semester Total	16
2nd semester		
Communications/English [4]		3
ECE 130	Infancy	3
ECE 204	Principles of Child Guidance	3
ECE 155	Literacy and the Young Child	1
ECE 210	Observation, Documentation and Assessment of Young Children	3
Emphasis Elective [4]		1
HDFS 232	Diversity in Children	3
	Semester Total	17
3rd semester		
ECE 200	The Exceptional Child	3
ECE 231	Preschool Practicum: Early Childhood Lab (Fall Lab)	2
ECE 251	Curriculum in Early Childhood Education	3
Emphasis Elective [4]		3
HDFS 202	Introduction to Families	3
NUTR 121	Human Nutrition	3
	Semester Total	17
4th semester		
ECE 123	Health and Nutrition for Young Children	1
ECE 231	Preschool Practicum: Early Childhood Lab (Spring Lab)	2
Emphasis Elective [4]		1
ECE 245	Practicum Seminar	2
MGT 212	Leadership and Human Relations	3
Fine Arts/Humanities/Social Science [3]		3
U.S. and Nevada Constitutions [3]		3
	Semester Total	15
	Total Units	65

[3] See approved General Education list for the AAS Degree. (p. 201)

[4] See program recommendations or requirements.

Education

Education offers three emphasis options for students to choose from.

Degrees

- Elementary Education Teacher Preparation, AA (p. 94)
- Secondary Education, AA (p. 96)
- Secondary Education, AS (p. 97)
- Secondary Education, English, AA (p. 98)
- Secondary Education, History, AA (p. 100)

Elementary Education Teacher Preparation, AA

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- Nevada State College
- University of Nevada, Reno

The Associate of Arts, Elementary Education Teacher Preparation is designed for students seeking careers in elementary education. The degree requirements include a well-balanced general education curriculum. The specific curriculum provides students with educational theory and practical field work in the elementary education school setting. This course of study is designated as a university transfer program that fully meets the requirements for the first two years of Elementary Education and Special Education majors at Nevada State College and substantially meets the requirements for the first two years of study for the Elementary Education majors at UNR.

For transfer into UNR, elementary education has emphases embedded into three areas of focus: Early Childhood Education, Special Education, or English Language Acquisition and Development, and students should choose emphasis courses that meet the requirements for their program of choice.

For transfer to NSC students should choose emphasis requirements that are a part of the two plus two transfer agreement between TMCC and NSC for either Elementary Education or Special Education.

All students should work with an academic advisor to ensure they are choosing the appropriate emphasis requirements for the school they plan to transfer to. Please note: any concerns or questions regarding upper division requirements when entering a teaching certification program need to be addressed by advisors at the university of interest.

Outcomes

Students completing the emphasis will demonstrate the scope of knowledge and skills based on the Interstate New Teacher Assessment and Support Consortium (INTASC) standards.

The INTASC standards are:

1. The teacher understands the central concepts, tools of inquiry, and the structures of the discipline(s) he or she teaches and can create learning experiences that make these aspects of subject matter meaningful for students.
2. The teacher understands how children learn and develop, and can provide learning opportunities that support their intellectual, social, and personal development.
3. The teacher understands how students differ in their approaches to learning and creates instructional opportunities that are adapted to diverse learners.
4. The teacher understands and uses a variety of instructional strategies to encourage students' development of critical thinking, problem solving, and performance skills.
5. The teacher uses an understanding of individual and group motivation and behavior to create a learning environment that encourages positive social interaction, active engagement in learning and self-motivation.
6. The teacher uses knowledge of effective verbal, nonverbal, and media communication techniques to foster active inquiry, collaboration, and supportive interaction in the classroom.
7. The teacher plans instruction based upon knowledge of subject matter, the community, and curriculum goals.
8. The teacher understands and uses formal and informal assessment strategies to evaluate and ensure the continuous intellectual, social and physical development of the learner.
9. The teacher is a reflective practitioner who continually evaluates the effects of his/her choices and actions on others (students, parents, and other professionals in the learning community) and who actively seeks out opportunities to grow professionally.
10. The teacher fosters relationships with school colleagues, parents, and agencies in the larger community to support students' learning and well-being.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English [1]		*3-6*
ENG 101	Composition I	
or ENG 113	Composition I for International Students	
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Fine Arts		*3*
Humanities		*3*
Mathematics [2]		*3*
Important: MATH 120 or higher required for transfer to NSC, MATH 126 or higher required for transfer to UNR		
Recommended:		
MATH 126	Pre-Calculus I (or higher)	
Science		*6*
Required:		
GEOL 100	Earthquakes, Volcanoes and Natural Disasters	
or GEOG 103 & GEOG 104	Physical Geography of Earth's Environment and Physical Geography Lab	
CHEM 100	Molecules and Life in the Modern World	
or PHYS 100	Introductory Physics	
Lab Required		
Social Science [3]		*3*
Additional College Requirements		
Diversity [4]		
Required:		
EDU 203	Introduction to Special Education	[3]
U.S. and Nevada Constitutions		*3*
Degree Requirements		
EDU 201	Introduction to Elementary Education	3
EDU 203	Introduction to Special Education	3
EDU 207	Exploration of Children's Literature	3
MATH 122	Number Concepts for Elementary School Teachers	3
MATH 123	Statistical & Geometrical Concepts for Elementary School Teachers	3
Emphasis Requirements [5]		**18-21**
ECE 250	Introduction to Early Childhood Education	
EDU 110	Society and Education	
EDU 205	Early Foundations in Mathematics	
EDU 206	Classroom Learning Environments [6]	
EDU 208	Students with Diverse Abilities and Backgrounds	
EDU 210	Nevada School Law	
EDU 214	Preparing Teachers to Use Technology [6]	
ENG 281	Introduction to Language	
ENV 101	Introduction to Environmental Science	
HDFS 201	Lifespan Human Development	

PSY 233	Child Psychology	
Total Units		60

[1] If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.

[2] MATH 120 or higher required for transfer to NSC, MATH 126 or higher required for transfer to UNR

[3] GEOG 106 required for students transferring to UNR

[4] Course also counts toward degree requirements.

[5] Students should choose specific emphasis courses based on requirements of transfer agreements for the school of choice. Please consult with Academic Advising.

[6] This course is a requirement at Nevada State College (NSC).

1st semester		**Units**
ENG 101 or ENG 113	Composition I [1] or Composition I for International Students	3
MATH 126	Pre-Calculus I [2]	3
Fine Arts [7]		3
Social Science [3]		3
Emphasis Requirement [5]		3
	Semester Total	15
2nd semester		
ENG 102 or ENG 114	Composition II or Composition II For International Students	3
GEOL 100 or GEOG 103 ***and*** GEOG 104	Earthquakes, Volcanoes and Natural Disasters or Physical Geography of Earth's Environment ***and*** Physical Geography Lab	3
Humanities [7]		3
EDU 201	Introduction to Elementary Education	3
U.S. and Nevada Constitution [7]		3
	Semester Total	15
3rd semester		
EDU 203	Introduction to Special Education	3
CHEM 100 or CHEM 121	Molecules and Life in the Modern World or General Chemistry I	3
Emphasis Requirement [5]		3
EDU 207	Exploration of Children's Literature	3
MATH 122	Number Concepts for Elementary School Teachers	3
	Semester Total	15
4th semester		
MATH 123	Statistical & Geometrical Concepts for Elementary School Teachers	3
Emphasis Requirement [5]		3
Emphasis Requirement [5]		3
Emphasis Requirement [5]		3
Emphasis Requirement [5]		3
	Semester Total	15
	Total Units	60

[7] See approved General Education list for the AA/AS Degree. (p. 201)

Secondary Education , AA

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- Nevada State College
- University of Nevada, Reno

The Associate of Arts, Secondary Education is designed for students seeking careers in secondary education (junior and senior high schools). The degree requirements include a well-balanced general education curriculum. Program specific curriculum provides students with educational theory and practical field work in the secondary education school settings.

In addition, students will also need to select a “teaching major” and complete some of the coursework prior to transfer. This course of study is designated as a university transfer program that substantially meets the requirements for the first two years of study for the B.A. in secondary education majors at UNR. Please note: any concerns or questions about requirements when entering a teaching certification program need to be addressed by advisors for the specific university of interest.

In order to complete an AA, the ‘teaching major’ courses will include a focus in foreign languages, english, social studies, history, music, art, career and technical.

Outcomes

Students completing the degree will:

- Demonstrate the scope of knowledge and skills based on the Interstate New Teacher Assessment and Support Consortium (INTASC) standards and Five Domains of Professional Competence.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	**Title**	**Units**
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Humanities		*3*
Mathematics		*3*
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*

Lab Required		
Social Science		*3*
Additional College Requirements		
Diversity [2]		*[3]*
Recommended:		
EDU 203	Introduction to Special Education	
Foreign Language		*0-14*
U.S. and Nevada Constitutions		*3*
Degree Requirements		
EDU 110	Society and Education	3
EDU 202	Introduction to Secondary Education	3
EDU 203	Introduction to Special Education	3
EDU 210	Nevada School Law	3
EDU 214	Preparing Teachers to Use Technology	3
Elective Requirements		
Select 4-21 units [3]		4-21
Total Units		60

1. If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.
2. Course may also count toward emphasis requirements. Please consult with Academic Advisement.
3. Students transferring to UNR take units in their teaching major. See an advisor for more information.

1st semester		**Units**
EDU 110	Society and Education	3
EDU 202	Introduction to Secondary Education	3
ENG 101	Composition I	3
or ENG 113	or Composition I for International Students	
Fine Arts [4]		3
Foreign Language [4]		4
	Semester Total	16
2nd semester		
EDU 210	Nevada School Law	3
ENG 102	Composition II	3
or ENG 114	or Composition II For International Students	
Foreign Language [1]		4
Humanities [4]		3
Mathematics [4]		3
	Semester Total	16
3rd semester		
EDU 203	Introduction to Special Education	3
Elective [5]		3
Foreign Language [6]		3
Science [4]		3
Social Science [4]		3
	Semester Total	15
4th semester		
EDU 214	Preparing Teachers to Use Technology	3
Elective [5]		1
Foreign Language [6]		3
Science [4]		3
U.S. and Nevada Constitutions [4]		3
	Semester Total	13
	Total Units	60

4. See approved General Education list for the AA/AS Degree. (p. 197)
5. See program recommendations or requirements.
6. See approved Foreign Language list for the AA Degree. (p. 200)

Secondary Education, AS

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- Nevada State College
- University of Nevada, Reno

The Associate of Science, Secondary Education is designed for students seeking careers in secondary education (junior and senior high schools). The degree requirements include a well-balanced general education curriculum. Specific curriculum provides students with educational theory and practical field work in the secondary education school settings.

In addition, students will also need to select a “teaching major” and complete some of the coursework prior to transfer. This course of study is designated as a university transfer program that substantially meets the requirements for the first two years of study for the B.S. in secondary education majors at UNR. Also, please note: Any concerns or questions of requirements when entering a teaching certification program need to be addressed by advisors for any university of interest.

In order to complete an AS, the ‘teaching major’ courses will include a focus in foreign languages, English, social studies, history, music, art, career and technical.

Outcomes

Students completing the degree will:

- Demonstrate the scope of knowledge and skills based on the Interstate New Teacher Assessment and Support Consortium (INTASC) standards and Five Domains of Professional Competence.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	**Title**	**Units**
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		

Fine Arts		*3*
Humanities		*3*
Mathematics		*3*
Recommended:		
MATH 127	Pre-Calculus II	
Science		*6*
Lab Required		
Required:		
Select one of the following:		
BIOL 100	General Biology for Non-Majors	
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	
Select one of the following:		
CHEM 100	Molecules and Life in the Modern World	
CHEM 121	General Chemistry I	
GEOL 100	Earthquakes, Volcanoes and Natural Disasters	
GEOL 101	Geology: Exploring Planet Earth	
PHYS 100	Introductory Physics	
PHYS 151	General Physics I	
PHYS 180 & 180L	Physics for Scientists and Engineers I and Physics for Scientists/Engineers Lab I	
Social Science		*3*
Additional College Requirements		
Diversity [2]		*[3]*
Recommended:		
EDU 203	Introduction to Special Education	
Science		*6*
Science courses fulfilling the 6 units include the following choices.		
Select one from each area:		
Biology		
BIOL 100	General Biology for Non-Majors	
BIOL 191 & 191L	and Intro to Organismal Biology Lab	
Physical Science		
CHEM 100	Molecules and Life in the Modern World	
CHEM 121	General Chemistry I	
ENV 101	Introduction to Environmental Science	
GEOL 100	Earthquakes, Volcanoes and Natural Disasters	
GEOL 101	Geology: Exploring Planet Earth	
PHYS 100	Introductory Physics	
PHYS 151	General Physics I	
PHYS 180 & 180L	Physics for Scientists and Engineers I and Physics for Scientists/Engineers Lab I	
U.S. and Nevada Constitutions		**3**
Degree Requirements		
EDU 110	Society and Education	3
EDU 202	Introduction to Secondary Education	3
EDU 203	Introduction to Special Education	3
EDU 210	Nevada School Law	3
EDU 214	Preparing Teachers to Use Technology	3
Elective Requirements		
Select 12-15 units [3]		12-15
Total Units		60

1. If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.
2. Course may also count toward degree requirements. Please consult with Academic Advisement.
3. Students transferring to UNR take units in their teaching major. See an advisor for more information.

1st semester		**Units**
Elective [5]		3
EDU 110	Society and Education	3
EDU 202	Introduction to Secondary Education	3
ENG 101	Composition I	3
Fine Arts [4]		3
	Semester Total	15
2nd semester		
Elective [5]		3
EDU 210	Nevada School Law	3
ENG 102	Composition II	3
Humanities [4]		3
Mathematics [5]		3
	Semester Total	15
3rd semester		
Elective [5]		3
EDU 203	Introduction to Special Education	3
U.S. and Nevada Constitutions [4]		3
Science [5]		6
	Semester Total	15
4th semester		
Elective [5]		3
EDU 214	Preparing Teachers to Use Technology	3
Physical Science [5]		6
Social Science [4]		3
	Semester Total	15
	Total Units	60

4. See approved General Education list for the AA/AS Degree. (p. 197)
5. See program recommendations or requirements.

Secondary Education, English, AA

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Arts Degree in Secondary Education English is designed for students seeking careers in secondary education (junior and senior high schools) who wish to teach English. The degree requirements

include a well-balanced general education curriculum. Program specific curriculum provides students with educational theory and practical field work in the secondary education school settings as well as a selection of topics in English.

This course of study is designated as a university transfer program that meets the requirements for the first two years of study for the bachelor of arts degree in secondary education English at University of Nevada (UNR) and Nevada State College (NSC). Please note: any questions about requirements when entering a teaching certification program need to be addressed by advisors for the specific university of interest.

Students completing the emphasis will demonstrate the scope of knowledge and skills based on the Interstate New Teacher Assessment and Support Consortium (INTASC) standards.

The INTASC standards are:

1. The teacher understands the central concepts, tools of inquiry, and the structures of the discipline(s) he or she teaches and can create learning experiences that make these aspects of subject matter meaningful for students.
2. The teacher understands how children learn and develop, and can provide learning opportunities that support their intellectual, social, and personal development.
3. The teacher understands how students differ in their approaches to learning and creates instructional opportunities that are adapted to diverse learners.
4. The teacher understands and uses a variety of instructional strategies to encourage students' development of critical thinking, problem solving, and performance skills.
5. The teacher uses an understanding of individual and group motivation and behavior to create a learning environment that encourages positive social interaction, active engagement in learning and self-motivation.
6. The teacher uses knowledge of effective verbal, nonverbal, and media communication techniques to foster active inquiry, collaboration, and supportive interaction in the classroom.
7. The teacher plans instruction based upon knowledge of subject matter, the community, and curriculum goals.
8. The teacher understands and uses formal and informal assessment strategies to evaluate and ensure the continuous intellectual, social and physical development of the learner.
9. The teacher is a reflective practitioner who continually evaluates the effects of his/her choices and actions on others (students, parents, and other professionals in the learning community) and who actively seeks out opportunities to grow professionally.
10. The teacher fosters relationships with school colleagues, parents, and agencies in the larger community to support students' learning and well-being.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements [2]		
English		*3-6*
Including ENG 102 [1]		
Fine Arts		*3*
Required ENG 202		
Humanities		*3*
Recommended CH 201 or CH 202		
Mathematics		*3*
Required MATH 120 or Higher		
Science (1 Lab Required)		*6*
Note: if you choose a 4 unit Lab Science the additional unit will count as an elective.		
Required ENV 101		
Social Science		*3*
Required COM 113		
Additional College Requirements		
Diversity [4]		*3*
Required EDU 203		
Foreign Language [3]		*0-14*
U.S. and Nevada Constitutions		*3*
Recommended CH 203		
Degree Requirements		
EDU 202	Introduction to Secondary Education	3
ENG 205	Intro to Creative Writing: Fiction and Poetry	3
ENG 281	Introduction to Language	3
ENG 298	Writing About Literature	3
JOUR 107	All Things Media: Foundations	3
Electives		**1-15**
Students should choose electives based on which transfer institution they plan to attend.		
EDU 214	Preparing Teachers to Use Technology [5]	
ENG 231	World Literature I [5]	
ENG 232	World Literature II [5]	
PHIL 135	Introduction to Ethics [6]	
PSY 233	Child Psychology [5]	
Total Units		60

[1] If you place into ENG 102, the additional 3 required units will become elective credit.

[2] See the approved General Education (p. 197) page for a complete list of courses.

[3] Please Note: Students transferring to NSC do not need to meet foreign language requirement. Students transferring to UNR must complete the requirement. For all other transfer institutions please refer to their requirements.

Options to Complete the Foreign Language Requirement:

- Complete a fourth-semester transferable college course in a foreign language.
- Complete a fourth-semester transferable college course in American Sign Language (AM).
- Demonstrate proficiency through placement examination or other means. Students interested in taking a placement examination should contact the TMCC testing center (http://testing.tmcc.edu) at 775-673-8241 for information.
- Complete four years of high school foreign language.

Students who have proficiency in a foreign language that is equivalent to that of students who have completed four semesters of college-level foreign language may be eligible to waive this requirement. Students will be required to provide appropriate documentation to the department to support this claim. Contact the Humanities department at 775-674-7945 or TMCC Academic Advising at 775-673-7062 for information.

Additional elective units may be necessary to meet the total degree requirements.

[4] May also be used to satisfy another General Education, Degree/Emphasis, or Elective requirement.

[5] Course is part of 2+2 agreement with Nevada State College (NSC). This course is not needed for UNR.

[6] This course is part of the 2+2 agreement with UNR. This course is not needed for NSC.

1st semester		**Units**
COM 113	Fundamentals of Speech Communications	3
ENG 101	Composition I	3
EDU 202	Introduction to Secondary Education	3
MATH 120	Fundamentals of College Mathematics	3
Foreign Language or Elective		3-4
	Semester Total	16
2nd semester		
CH 201 or CH 202	Ancient and Medieval Cultures or The Modern World	3
ENG 102	Composition II	3
ENG 202	Film Analysis and Interpretation	3
ENV 101	Introduction to Environmental Science	3
Foreign Language or Elective		3-4
	Semester Total	16
3rd semester		
EDU 203	Introduction to Special Education	3
ENG 205	Intro to Creative Writing: Fiction and Poetry	3
JOUR 107	All Things Media: Foundations	3
Lab Science		3
Foreign Language or Elective		3-4
	Semester Total	16
4th semester		
CH 203	American Experiences and Constitutional Change	3
ENG 281	Introduction to Language	3
ENG 298	Writing About Literature	3
Foreign Language or Elective		3
	Semester Total	12
	Total Units	60

Secondary Education, History, AA

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Arts Degree in Secondary Education History is designed for students seeking careers in secondary education (junior and senior high schools) who wish to teach history and/or social studies. The degree requirements include a well-balanced general education curriculum. Program specific curriculum provides students with educational theory and practical field work in the secondary education school settings as well as a selection of topics in History.

This course of study is designated as a university transfer program that meets the requirements for the first two years of study for the bachelor of arts degree in secondary education history at University of Nevada (UNR) and Nevada State College (NSC). Please note: any questions about requirements when entering a teaching certification program need to be addressed by advisors for the specific university of interest.

Students completing the emphasis will demonstrate the scope of knowledge and skills based on the Interstate New Teacher Assessment and Support Consortium (INTASC) standards.

The INTASC standards are:

1. The teacher understands the central concepts, tools of inquiry, and the structures of the discipline(s) he or she teaches and can create learning experiences that make these aspects of subject matter meaningful for students.
2. The teacher understands how children learn and develop, and can provide learning opportunities that support their intellectual, social, and personal development.
3. The teacher understands how students differ in their approaches to learning and creates instructional opportunities that are adapted to diverse learners.
4. The teacher understands and uses a variety of instructional strategies to encourage students' development of critical thinking, problem solving, and performance skills.
5. The teacher uses an understanding of individual and group motivation and behavior to create a learning environment that encourages positive social interaction, active engagement in learning and self-motivation.
6. The teacher uses knowledge of effective verbal, nonverbal, and media communication techniques to foster active inquiry, collaboration, and supportive interaction in the classroom.
7. The teacher plans instruction based upon knowledge of subject matter, the community, and curriculum goals.
8. The teacher understands and uses formal and informal assessment strategies to evaluate and ensure the continuous intellectual, social and physical development of the learner.
9. The teacher is a reflective practitioner who continually evaluates the effects of his/her choices and actions on others (students, parents,

and other professionals in the learning community) and who actively seeks out opportunities to grow professionally.

10. The teacher fosters relationships with school colleagues, parents, and agencies in the larger community to support students' learning and well-being.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements [2]		
English		*3-6*
Including ENG 102 [1]		
Fine Arts		*3*
Recommended ART 263, ART 270, DAN 101 or THTR 210 which also counts for Diversity requirement.		
Humanities		*3*
Required HIST 105 or HIST 106		
Mathematics		*3*
Required MATH 120 or Higher		
Science (1 Lab Required)		*6*
Note, If you choose a 4 unit Lab Science the extra unit will count as an elective.		
Social Science		*3*
Required PSY 101 or SOC 101		
Additional College Requirements		
Diversity [4]		*[3]*
Foreign Language [3]		*0-14*
U.S. and Nevada Constitutions		*3*
Required PSC 101		
Degree Requirements		
ECON 102	Principles of Microeconomics	3
or ECON 103	Principles of Macroeconomics	
EDU 202	Introduction to Secondary Education	3
GEOG 106	Introduction to Cultural Geography	3
or GEOG 200	World Regional Geography	
HIST 101	US History to 1877	3
HIST 102	U. S. History since 1877	3
HIST 251	Introduction to Historical Methods	3
Electives		**1-15**
Students should choose electives based on which transfer institution they plan to attend.		
EDU 203	Introduction to Special Education [5]	
EDU 207	Exploration of Children's Literature [5]	
EDU 214	Preparing Teachers to Use Technology [5]	
Choose one course from HIST 208, HIST 209, HIST 215, HIST 217, HIST 227, HIST 228, HIST 289 [6, 7]		
PSY 233	Child Psychology [5]	
Total Units		60

1. If you place into ENG 102, the additional 3 required units will become elective credit.
2. See the approved General Education (p. 197) page for a complete list of courses.
3. Please Note: Students transferring to NSC do not need to meet foreign language requirement. Students transferring to UNR must complete the requirement. For all other transfer institutions please refer to their requirements.

   Options to Complete the Foreign Language Requirement:
   - Complete a fourth-semester transferable college course in a foreign language.
   - Complete a fourth-semester transferable college course in American Sign Language (AM).
   - Demonstrate proficiency through placement examination or other means. Students interested in taking a placement examination should contact the TMCC testing center (http://testing.tmcc.edu) at 775-673-8241 for information.
   - Complete four years of high school foreign language.

   Students who have proficiency in a foreign language that is equivalent to that of students who have completed four semesters of college-level foreign language may be eligible to waive this requirement. Students will be required to provide appropriate documentation to the department to support this claim. Contact the Humanities department at 775-674-7945 or TMCC Academic Advising at 775-673-7062 for information.
   Additional elective units may be necessary to meet the total degree requirements.
4. May also be used to satisfy another General Education, Degree/Emphasis, or Elective requirement.
5. Course is part of 2+2 agreement with Nevada State College (NSC). This course is not needed for UNR.
6. HIST elective transfers to both UNR and NSC.
7. Up to two lower division HIST courses from this list will be accepted by NSC.

1st semester		**Units**
ENG 101	Composition I	3
EDU 202	Introduction to Secondary Education	3
HIST 101	US History to 1877	3
MATH 120	Fundamentals of College Mathematics	3
Foreign Language or Elective		3-4
	Semester Total	16
2nd semester		
ENG 102	Composition II	3
HIST 102	U. S. History since 1877	3
PSC 101	Introduction to American Politics	3
Science		3
Foreign Language or Elective		3-4
	Semester Total	16
3rd semester		
HIST 105 or HIST 106	European Civilization to 1648 or European Civilization since 1648	3

PSY 101 or SOC 101	General Psychology or Principles of Sociology	3
Fine Art		3
Lab Science		3
Foreign Language or Elective		3-4
	Semester Total	16
4th semester		
ECON 102 or ECON 103	Principles of Microeconomics or Principles of Macroeconomics	3
GEOG 106 or GEOG 200	Introduction to Cultural Geography or World Regional Geography	3
HIST 251	Introduction to Historical Methods	3
Foreign Language or Elective		3
	Semester Total	12
	Total Units	60

Energy Technologies

Degrees

- Solar Energy, AAS (p. 102)

Skills Certificates

- Solar Energy Technician (p. 103)

Energy Technologies, AAS

Solar Energy

The Associate of Applied Science, Energy Technologies, Solar Energy is designed to provide students with the skills necessary to enter the workforce in the renewable energy field as technicians in solar photovoltaic and thermal installations. The solar energy technician completes accurate site assessment and energy demand analysis from which a solar energy system will be designed and installed. The program prepares students to sit for industry-recognized certifications required to enter the workforce. Solar energy technicians need strong electrical, technical, and computer skills.

Outcomes

Students completing the degree will:

- Demonstrate knowledge of the operation of photovoltaic and solar thermal system.
- Demonstrate the ability to solve technical problems associated with the photovoltaic and solar thermal installations.
- Demonstrate an understanding of environmental regulations in the installation of photovoltaic and solar thermal systems.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Diversity [1]		*[3]*
Communications/English		*[6]*
Required:		
ENG 101	Composition I	3
or ENG 100	Composition Enhanced	
ENG 107	Technical Communications I	3
Fine Arts/Humanities/Social Science		*3*
Recommended:		
AAD 201	History of the Built Environment	
Human Relations		*3*
Recommended:		
CE 201	Workplace Readiness	
Mathematics		*3*
Required:		
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*3*
U.S. and Nevada Constitutions		*3*
Degree Requirements		
ENGR 100	Introduction to Engineering Design	3
ENGR 110	Introduction to Renewable Energy	3
ENGR 244	Introduction to Engineering Economics	2
ELM 110	Electrical/Electronic Circuits	4
IS 101	Introduction to Information Systems	3
Emphasis Requirements		
AAD 230	Design with Climate	3
ADT 120	Introduction to LEED and Sustainable Building	3
ENRG 120	Fundamentals of Energy Efficiency	3
ENRG 130	Introduction to Solar Energy	3
ENRG 132	Solar Photovoltaic Technologies	3
ENRG 142	Solar Thermal Technologies	3
ENRG 215	Electrical Distribution Systems	3
Elective Requirements		
Select at least 3 units from the following:		3
CE 290	Work Experience	
CONS 111	Commercial Building Codes	
CONS 120	Print Reading and Specification	
DFT 110	Print Reading for Industry	
ELM 233	Introduction to Instrumentation	
Any ENRG course not listed above		
Total Units		60

[1] Course may also count toward degree requirement. Please consult with Academic Advisement.

1st semester		**Units**
ENGR 100	Introduction to Engineering Design	3
ENGR 110	Introduction to Renewable Energy	3

ELM 110	Electrical/Electronic Circuits	4
IS 101	Introduction to Information Systems	3
Mathematics [3]		3
	Semester Total	16
2nd semester		
Science [2]		3
Humanities/Diversity [3]		3
ENG 101	Composition I	3
ENGR 244	Introduction to Engineering Economics	2
ENRG 120	Fundamentals of Energy Efficiency	3
ENRG 130	Introduction to Solar Energy	3
	Semester Total	17
3rd semester		
Elective [3]		3
ADT 120	Introduction to LEED and Sustainable Building	3
ENG 107	Technical Communications I	3
ENRG 132	Solar Photovoltaic Technologies	3
ENRG 142	Solar Thermal Technologies	3
	Semester Total	15
4th semester		
U.S. and Nevada Constitutions [2]		3
AAD 230	Design with Climate	3
CE 201	Workplace Readiness	3
ENRG 215	Electrical Distribution Systems	3
	Semester Total	12
	Total Units	60

[2] See approved General Education list for the AAS Degree. (p. 201)

[3] See program recommendations or requirements.

Solar Energy Technician, Skills Certificate

The Solar Energy Technician Skills Certificate will prepare students for entry-level positions as solar photovoltaic (PV) installers. Students will assemble, install, or maintain solar photovoltaic systems on roofs or other structures in compliance with site assessment and schematics. This may include measuring, cutting, assembling, and bolting structural framing and solar modules; and the student may perform minor electrical work such as current checks. Students must pass all coursework with a score of 70% or higher.

These courses may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the certificate will:

- Explain the basics of safety, electricity, and solar energy fundamentals.
- Examine PV module fundamentals and system components, including sizing principles.
- Apply PV system electrical and mechanical design principles.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirements		
ENRG 120	Fundamentals of Energy Efficiency	3
ENRG 130	Introduction to Solar Energy	3
ENRG 132	Solar Photovoltaic Technologies	3
OSH 222	General Industry Safety	1
Total Units		10

1st semester		**Units**
ENRG 120	Fundamentals of Energy Efficiency	3
ENRG 130	Introduction to Solar Energy	3
ENRG 132	Solar Photovoltaic Technologies	3
OSH 222	General Industry Safety	1
	Semester Total	10
	Total Units	10

English

Degrees

- English, AA

English, AA

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- Great Basin College
- University of Nevada, Reno

The Associate of Arts, English emphasizes a critical understanding and appreciation of literature through an introduction to, and investigation of, its foundations and expressions. The English Associate of Arts degree program allows the TMCC English department to serve those students seeking a terminal degree or transfer into a baccalaureate program.

Outcomes

Students completing the degree will:

- Identify, explain, and demonstrate literary analysis.
- Evaluate, analyze, or synthesize historical and cultural contexts, including the ability to identify common and/or dissimilar traits that emerge from literary works.

- Analyze literary movements, genres, expressions, and/or traditions to articulate relationships between literary texts and their contexts: culture, society, and individual identity.
- Apply knowledge in the analysis, synthesis, or production of literary works.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		3-6
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Humanities		*3*
Required:		
ENG 231	World Literature I	
Mathematics		*3*
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*
Social Science		*3*
Additional College Requirements		
Diversity [2]		*[3]*
Recommended:		
ENG 232	World Literature II	
Foreign Language		*0-14*
U.S. and Nevada Constitutions		*3*
Degree Requirements		
ENG 281	Introduction to Language	3
or ENG 282	Introduction to Language and Literary Expression	
ENG 298	Writing About Literature	3
ENG 232	World Literature II	3
Elective Requirements		**10-24**
200 level transferable English courses		6
Any university transfer course. (Recommended: courses related to intended minor at university)		4
Total Units		60

[1] If you place into ENG 102 or ENG 114, the additional 3 required units will become elective credit.

[2] Course may also count toward degree requirements. Please consult with Academic Advisement.

1st semester		**Units**
Fine Arts [3]		3
Foreign Language [5]		4
Mathematics [3]		3
Social Science [3]		3
ENG 101	Composition I	3
or ENG 113	or Composition I for International Students	
	Semester Total	16
2nd semester		
Foreign Language [5]		4
Science [3]		3
ENG 102	Composition II	3
or ENG 114	or Composition II For International Students	
ENG 231	World Literature I	3
or ENG 232	or World Literature II	
ENG 298	Writing About Literature	3
	Semester Total	16
3rd semester		
ENG 232	World Literature II	3
or ENG 231	or World Literature I	
Foreign Language [5]		3
Science [3]		3
U.S. and Nevada Constitutions [3]		3
ENG 281	Introduction to Language	3
or ENG 282	or Introduction to Language and Literary Expression	
	Semester Total	15
4th semester		
Choose 10 units of electives [4]		10
Foreign Language [5]		3
	Semester Total	13
	Total Units	60

[3] See approved General Education list for the AA/AS Degree. (p. 197)

[4] See program recommendations or requirements.

[5] See approved Foreign Language list for the AA Degree. (p. 200)

Business, AA

Entrepreneurship

This program can be completed 100% online.

The Associate of Arts, Business, Entrepreneurship degree prepares students to start their own business ventures or act and participate in any size organization with an entrepreneurial spirit. Students who successfully complete this degree will be eligible for transfer to upper division status in the University of Nevada, Reno's College of Business.

Outcomes

Students completing the emphasis will:

- Graduate and/or transfer to a four-year institution.
- Demonstrate their proficiency and knowledge of the fundamentals of small business management.
- Assist in the development of entrepreneurial enterprises in the Reno community.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Recommended:		
THTR 210	Theatre: a Cultural Context	
Humanities		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change	
Mathematics		*3*
Required:		
MATH 176	Introductory Calculus for Business and Social Sciences (or higher)	
Science		*6*
Social Science		*3*
Required:		
ECON 102	Principles of Microeconomics	
Additional College Requirements		
Diversity [2]		*[3]*
Recommended:		
THTR 210	Theatre: a Cultural Context	
U.S. and Nevada Constitutions [2]		*[3]*
Recommended:		
CH 203	American Experiences and Constitutional Change	3
or PSC 101	Introduction to American Politics	
Degree Requirements		
ACC 201	Financial Accounting	3
ACC 202	Managerial Accounting	3
COM 113	Fundamentals of Speech Communications	3
ECON 103	Principles of Macroeconomics	3
ECON 261	Principles of Statistics I	3
ECON 262	Principles of Statistics II	3
ENT 200	Fundamentals of Entrepreneurship [3]	3
IS 101	Introduction to Information Systems	3
MKT 210	Marketing Principles	3
Select an additional 6 units from the following or any ENT course: [3]		6
ENT 210	The Art, Science and Discipline of Creativity	
ENT 230	Financing Your Small Business Venture	
ENT 240	Marketing for Small Business	
ENT 280	Entrepreneurship and Business Plan Development	
Elective Requirements		
Select one of the following:		3
MATH 126	Pre-Calculus I	
Any ENT course		
Total Units		60

1. If you place into ENG 102 or ENG 114, the additional 3 required units will become elective units.
2. May also count toward degree requirements. Please consult with Academic Advisement.
3. ENT 200 and the six additional ENT courses in the degree requirements will be accepted toward the Entrepreneurship minor at UNR. Students will need to complete nine additional upper-division credits at UNR to earn the minor. Those upper division credits should be selected by students in conjunction with the UNR program advisor, Mark Pingle (pingle@unr.edu) (775-784-6634).

1st semester		**Units**
COM 113	Fundamentals of Speech Communications	3
ECON 102	Principles of Microeconomics	3
English [5]		3
ENT 200	Fundamentals of Entrepreneurship	3
MATH 176	Introductory Calculus for Business and Social Sciences	3
	Semester Total	15
2nd semester		
ECON 103	Principles of Macroeconomics	3
English [5]		3
ENT 230	Financing Your Small Business Venture	3
Fine Arts/Diversity [5]		3
Elective [5]		3
	Semester Total	15
3rd semester		
ACC 201	Financial Accounting	3
ECON 261	Principles of Statistics I	3
ENT 280	Entrepreneurship and Business Plan Development	3
Humanities/U.S. and Nevada Constitutions [5]		3
Science [5]		3
	Semester Total	15
4th semester		
ACC 202	Managerial Accounting	3
ECON 262	Principles of Statistics II	3
IS 101	Introduction to Information Systems	3
MKT 210	Marketing Principles	3
Science [5]		3
	Semester Total	15
	Total Units	60

4. See approved General Education list for the AA/AS Degree (p. 197)
5. See program recommendations or requirements.

Bookkeeping Entrepreneurship

Certificate of Achievement

This certificate of bookkeeping entrepreneurship allows individuals pursuing a bookkeeping certificate who are entrepreneurs the opportunity to get grounding in the fundamentals of being an entrepreneur. It suits entrepreneurial-minded individuals who as individuals want to start a business in bookkeeping.

This program has been submitted for approval to the US Department of Education for financial aid funding. It is not eligible for financial aid at this time. However, it will be eligible for scholarship funding if the student is awarded scholarships.'

1. Students completing the Certificate of Achievement: Bookkeeping Entrepreneurship will develop a business plan, including the creation, development and presentation of innovative ideas.

2. Students completing the Certificate of Achievement: Bookkeeping Entrepreneurship will possess knowledge of and be ready to perform basic functions of bookkeeping/accounting procedures and duties as required in entry level bookkeeping/accounting positions, such as assistant bookkeeper/accountant, accounting trainee, or business owner.

3. Students completing the Certificate of Achievement: Bookkeeping Entrepreneurship will demonstrate proficiency in using accounting computer software (e.g. Peachtree and QuickBooks) to do basic bookkeeping/accounting and prepare basic accounting reports.

Code	Title	Units
General Education Requirements		
Communications		*3*
BUS 107	Business Speech Communications (Required)	
Human Relations		*3*
MGT 212	Leadership and Human Relations (Required)	
Mathematics		*3*
MATH 120	Fundamentals of College Mathematics (or higher Required)	
or BUS 117	Business Calculations and Methods	
Certificate Requirements		
ACC 135	Bookkeeping I	3
ACC 136	Bookkeeping II	3
ACC 180	Payroll and Employee Benefit Accounting	3
ACC 220	Microcomputer Accounting Systems	3
ENT 200	Fundamentals of Entrepreneurship	3
ENT 240	Marketing for Small Business	3
ENT 280	Entrepreneurship and Business Plan Development	3
Total Units		30

1st semester		Units
ACC 135	Bookkeeping I	3
ACC 180	Payroll and Employee Benefit Accounting	3
BUS 107	Business Speech Communications	3
ENT 200	Fundamentals of Entrepreneurship	3
Math		3
	Semester Total	15
2nd semester		
ACC 136	Bookkeeping II	3
ACC 220	Microcomputer Accounting Systems	3
ENT 240	Marketing for Small Business	3
ENT 280	Entrepreneurship and Business Plan Development	3
MGT 212	Leadership and Human Relations	3
	Semester Total	15
	Total Units	30

Entrepreneurship, Certificate of Achievement

This program can be completed 100% online.
This certificate allows the new entrepreneur the opportunity to get grounding in the fundamentals of being an entrepreneur. It suits entrepreneurial-minded individuals who want to start their business as soon as possible.

Outcomes

Students completing the certificate will:

- Develop a business plan, including the creation, development and presentation of innovative ideas.
- Identify and apply effective networking skills.
- Identify theories and apply principles in practice of each of the major business functions (accounting, marketing, economics, and finance) required for the owning and operating of a small business venture.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Recommended:		
BUS 106	Business English	
Human Relations		*3*
Recommended:		
MGT 212	Leadership and Human Relations	
Mathematics		*3*
Recommended:		
BUS 117 or MATH 120 or higher		
Certificate Requirements		

ACC 201	Financial Accounting	3
ACC 202	Managerial Accounting	3
ENT 200	Fundamentals of Entrepreneurship	3
ENT 210	The Art, Science and Discipline of Creativity	3
ENT 230	Financing Your Small Business Venture	3
ENT 240	Marketing for Small Business	3
ENT 280	Entrepreneurship and Business Plan Development	3
Total Units		30

1st semester		**Units**
ACC 201	Financial Accounting	3
Communications [1]		3
ENT 200	Fundamentals of Entrepreneurship	3
Human Relations [1]		3
Mathematics [1]		3
	Semester Total	15
2nd semester		
ACC 202	Managerial Accounting	3
ENT 210	The Art, Science and Discipline of Creativity	3
ENT 230	Financing Your Small Business Venture	3
ENT 240	Marketing for Small Business	3
ENT 280	Entrepreneurship and Business Plan Development	3
	Semester Total	15
	Total Units	30

[1] See program recommendations or requirements.

GRAPHIC ARTS ENTREPRENEURSHIP

Certificate of Achievement

The Certificate of Achievement, Graphic Arts Entrepreneurship prepares students for jobs in areas of graphic communications, including graphic design, advertising design, web design, videography, and motion graphics. This certificate also offer students who may want to start their own business the opportunity to get grounding in the basics of business and entrepreneurship. The graphic communication component of this certificate instructs in design processes and the application of the latest print and display-based graphics software. The entrepreneurship component of this certificate focuses on entrepreneurship basics, marketing and business plan writing.

This program has been submitted for approval to the US Department of Education for financial aid funding. It is not eligible for financial aid at this time. However, it will be eligible for scholarship funding if the student is awarded scholarships.

1. Students will understand and apply historical and current design theories and concepts in the production of visually engaging media that meets the requirements of the graphic communications industry.
2. Students will acquire a broad skill set in current graphics related technologies, including computer software applications, processes and other production techniques used in the graphic communications industry.
3. Develop a business plan for a graphic arts communications product or service which includes the creation, development and presentation of innovative ideas.

Code	Title	Units
General Education Requirements		
Communications		*3*
BUS 107	Business Speech Communications	
or COM 113	Fundamentals of Speech Communications	
Human Relations		*3*
MGT 212	Leadership and Human Relations	
Math		*3*
MATH 120	Fundamentals of College Mathematics (or higher)	
or BUS 117	Business Calculations and Methods	
Program Requirements		
ENT 200	Fundamentals of Entrepreneurship	3
ENT 240	Marketing for Small Business	3
ENT 280	Entrepreneurship and Business Plan Development	3
GRC 100	Introduction To Graphic Arts and Media Technologies	3
GRC 116	Introduction to Digital Art & Design	3
Program Electives		
Choose 6 units from the following		6
GRC 117	Introduction to Motion Graphics	
GRC 125	Graphics Software Certification	
GRC 132	Drawing for Animation	
GRC 135	Storyboarding	
GRC 153	Commercial Printing Processes	
GRC 175	Web Design I	
GRC 182	Digital Video Production	
GRC 200	Design Thinking & Methodologies	
GRC 210	Typography I	
GRC 220	Graphic Design I	
GRC 275	Web Design II	
GRC 282	Motion Graphics for Video	
GRC 284	3D Modeling and Texturing	
GRC 294	Portfolio Workshop	
VIS 120	Introduction to Animation	
Total Units		30

1st semester		**Units**
Communications		3
Math		3
MGT 212	Leadership and Human Relations	3
GRC 100	Introduction To Graphic Arts and Media Technologies	3
ENT 200	Fundamentals of Entrepreneurship	3
	Semester Total	15
2nd semester		
ENT 240	Marketing for Small Business	3
ENT 280	Entrepreneurship and Business Plan Development	3
GRC 116	Introduction to Digital Art & Design	3
Program Electives [1]		6
	Semester Total	15
	Total Units	30

[1] Consult with program faculty, academic advisor or catalog to ensure enrollment in most appropriate electives.

Fine Arts

Degrees

- Art History, AA
- Dance, AA (p. 110)
- Fine Arts, AA (p. 111)
- Music, AA (p. 112)
- Musical Theatre, AA (p. 115)
- Theatre, AA (p. 116)

Certificates of Achievement

- Music (p. 114)
- Theatre (p. 117)

Fine Arts, AA

Art History

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://

www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Arts, Fine Arts, Art History allows the department of visual and performing arts to serve those students seeking either to transfer into a baccalaureate program in art history and/or to work in an art gallery setting. This program stresses critical analysis of art, knowledge and awareness of a variety of artistic traditions, visual literacy, and oral and written communications skills. Students also graduate with hands-on experience planning and executing an art exhibition in the Introduction to Gallery Practices course.

Graduates of the Associate of Arts - Art History Emphasis program will be able to:

1. Analyze the formal qualities of works of art and various Fine Arts media using art historical terminology.
2. Interpret and discuss art works orally and in writing in the context of culture, society, and individual identity.
3. Identify and differentiate the works of diverse artists as well as various styles and art movements.
4. Draw relationships and compare art works in meaning and style.
5. Acquire basic practical skills essential to working directly with art works.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Required:		
ART 270	Women in Art	
Humanities		*3*
Mathematics		*3*
Required:		
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*
Recommended:		
ENV 101	Introduction to Environmental Science	
Social Science		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change	
or PSC 101	Introduction to American Politics	
or HIST 111	Survey of U.S. Constitutional History	
Additional College Requirements		
Diversity		*[3]*
Requirement satisfied by ART 270		
Foreign Language		*0-14*
U.S. and Nevada Constitutions		*[3]*
Recommended:		
CH 203	American Experiences and Constitutional Change	
or PSC 101	Introduction to American Politics	
or HIST 111	Survey of U.S. Constitutional History	
Degree Requirements		
ART 100	Visual Foundations	3
ART 209	Introduction to Gallery Practices	1
ART 260	Survey of Art History I	3
ART 261	Survey of Art History II	3
ART 265	Introduction to Contemporary Art	3
Select 1 of the following 4 studio art classes		3
ART 101	Drawing I	
ART 124	Introduction to Printmaking	
ART 141	Introduction to Digital Photography	
ART 216	Sculpture I	
Electives		
The following courses are recommended as electives:		6-23
ART 263	Survey of African, Oceanic, & Native American Art	
ART 295	Special Topics in Art History	
ART 297	Field Study	
ART 298	Portfolio Emphasis	
PHIL 135	Introduction to Ethics	
PHIL 202	Introduction to the Philosophy of the Arts	
PHIL 244	Bioethics	
PHIL 245	Contemporary Moral Issues	
IDS 299	General Internship Program	
Any other transferable course. [3]		
Total Units		60

[1] If you place into ENG 102 or ENG 114, the additional 3 required units will become elective credit.

[2] Course may also count toward degree requirements. Please consult with Academic Advisement.

[3] Students transferring to UNR should consult an advisor.

1st semester		Units
ART 100	Visual Foundations	3
ENG 101	Composition I	3
or ENG 113	or Composition I for International Students	
Foreign Language [6]		4
Humanities [5]		3
MATH 120	Fundamentals of College Mathematics [5]	3
	Semester Total	16
2nd semester		
ART 260	Survey of Art History I	3

ENG 102	Composition II	3
or ENG 114	or Composition II For International Students	
Foreign Language [6]		4
Studio Art [5]		3
Social Science/U.S. and Nevada Constitutions [5]		3
	Semester Total	16
3rd semester		
ART 261	Survey of Art History II	3
Foreign Language [6]		3
Science [5]		3
Electives [5]		6
	Semester Total	15
4th semester		
ART 209	Introduction to Gallery Practices	1
ART 265	Introduction to Contemporary Art	3
ART 270	Women in Art [5]	3
Foreign Language [6]		3
Science [4]		3
	Semester Total	13
	Total Units	60

[4] See approved General Education list for the AA/AS Degree. (p. 201)

[5] See program recommendations or requirements.

[6] See approved Foreign Language list for the AA Degree. (p. 200)

Fine Arts, AA

Dance

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Arts, Fine Arts, Dance seeks to be an outstanding performing arts program within the visual and performing arts department. This program is noted for its excellence in the classroom and on stage, providing our students with the knowledge and skills upon which they build careers and become productive students.

Outcomes

Students completing the degree will:

- Articulate the language of dance, including reading, writing, listening, and speaking about dance relating to the knowledge of the historical and cultural dimensions of dance.
- Synthesize aspects of dance theory, rehearsal and production.
- Apply skills in to demonstrate competency in this art form.
- Demonstrate competence as a performing dance student through participation in recitals and productions.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Recommended:		
THTR 210	Theatre: a Cultural Context	
Humanities		*3*
Recommended:		
THTR 100	Introduction to Theatre	
Mathematics		*3*
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*
Social Science		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change	
Additional College Requirements		
Diversity		*[3]*
Required:		
DAN 101	Dance Appreciation [2]	
Foreign Language		*0-14*
U.S. and Nevada Constitutions [2]		*[3]*
Recommended:		
CH 203	American Experiences and Constitutional Change	
Degree Requirements		
DAN 101	Dance Appreciation	3
DAN 188	Choreography I: Improvisation for Composition	2
DAN 288	Choreography II: Elements of Dance Composition	3
Select 6 units from the following:		6
DAN 132	Jazz Dance (Beginning)	
DAN 135	Ballet, Beginning	
DAN 136	Ballet, Beginning/Intermediate	
DAN 138	Modern Dance, Beginning	
DAN 232	Jazz Dance (Intermediate)	
DAN 235	Ballet (Intermediate)	
DAN 238	Modern Dance Intermediate	
DAN 287	Concert Dance Company	
Elective Requirements		
Select 14 units from the following: [3]		14-25
Foreign Language [6]		
DAN 136	Ballet, Beginning/Intermediate	

DAN 139	Modern Dance, Beginning/Intermediate	
DAN 144	Tap Dance (Beginning)	
DAN 145	Intermediate Tap Dance	
DAN 236	Ballet (Intermediate/Advanced)	
DAN 239	Modern Dance, Intermediate/Advanced	
DAN 244	Tap Dance (Intermediate)	
DAN 281	Dance Performance	
DAN 295	Independent Study: Dance	
THTR 176	Musical Theatre Workshop I	
THTR 276	Musical Theatre Workshop II	
Total Units		60

[1] If you place into ENG 102 or ENG 114, the additional 3 required units will become elective credit.

[2] Course may also count toward degree requirements. Please consult with Academic Advisement.

[3] Students transferring to UNR should consult an advisor.

[6] See Approved List of Foreign Language choices for AA Degree

1st semester		Units
Emphasis [5]		3
ENG 101 or ENG 113	Composition I or Composition I for International Students	3
DAN 101	Dance Appreciation	3
DAN 188	Choreography I: Improvisation for Composition	2
Foreign Language [6]		4
	Semester Total	15
2nd semester		
DAN 288	Choreography II: Elements of Dance Composition	3
ENG 102 or ENG 114	Composition II or Composition II For International Students	3
Emphasis [5]		2
Foreign Language [6]		4
Mathematics [4]		3
	Semester Total	15
3rd semester		
Elective [5]		3
Emphasis [5]		1
Science [4]		3
Elective [5]		5
Social Science/U.S. and Nevada Constitutions [5]		3
	Semester Total	15
4th semester		
Elective [5]		3
Science [4]		3
Elective [5]		3
Humanities [5]		3
Fine Arts [5]		3
	Semester Total	15
	Total Units	60

[4] See approved General Education list for the AA/AS Degree. (p. 197)

[5] See program recommendations or requirements.

[6] See approved Foreign Language list for the AA Degree. (p. 200)

Fine Arts, AA

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Arts, Fine Arts is primarily for the student who is planning to make a career in the fine arts. The emphasis is on studio art with an awareness of art history and fine art communication skills. The Associate of Arts, Fine Arts is a transferable degree satisfying lower-division university requirements for a baccalaureate degree in fine arts.

Outcomes

Students completing the degree will:

- Demonstrate Competence in specific practical fine arts skills related to their area of emphasis.
- Acquire the supportive and theoretical information necessary to sustain and forward techniques in the studio arts.
- Transfer to a baccalaureate program or become a professional in the studio arts or in a related field.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Required:		
ART 270	Women in Art [2]	
Humanities		*3*
Mathematics		*3*
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*
Social Science		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change	
or PSC 101	Introduction to American Politics	

or HIST 111	Survey of U.S. Constitutional History	
Additional College Requirements		
Diversity		*[3]*
Required:		
ART 270	Women in Art [2]	
Foreign Language [4]		*0*
U.S. and Nevada Constitutions [2]		*[3]*
Recommended		
CH 203	American Experiences and Constitutional Change	
or PSC 101	Introduction to American Politics	
or HIST 111	Survey of U.S. Constitutional History	
Degree Requirements		
ART 100	Visual Foundations	3
ART 101	Drawing I	3
ART 141	Introduction to Digital Photography	3
ART 209	Introduction to Gallery Practices	1
ART 260	Survey of Art History I	3
ART 261	Survey of Art History II	3
ART 288	Photography of Art and Artifacts	3
ART 298	Portfolio Emphasis	2
Emphasis Requirements [3]		**12**
IMPORTANT: Please see Fine Arts Faculty Adviser for sequencing of emphasis requirements.		
Ceramics Emphasis:		
ART 211	Ceramics I	
ART 212	Ceramics II	
Digital Media Emphasis		
ART 245	Digital Media I	
Drawing and Painting Emphasis:		
ART 102	Drawing II	
ART 201	Life Drawing I	
ART 231	Painting I	
ART 232	Painting II	
Photography Emphasis:		
ART 135	Darkroom Photography I	
ART 142	Introduction to Digital Photography II	
ART 235	Photography II - Lighting	
Printmaking Emphasis:		
ART 124	Introduction to Printmaking	
ART 224	Beginning Printmaking: Relief	
Sculpture Emphasis:		
ART 211	Ceramics I	
ART 216	Sculpture I	
Elective Requirements		**3**
Select up to 3 units from the following.		
ART 135	Darkroom Photography I	
ART 236	Darkroom Photography II	
ART 265	Introduction to Contemporary Art	
ART 296	Independent Study	
ART 299	Special Topics in Studio Art	
Any Art class not taken in the emphasis can be counted as an elective.		
ART 237, Photography II Color can be taken at UNR as a reverse transfer course for student planning to tranfer to UNR		
Total Units		60

1 If you place into ENG 102 or ENG 114, the additional 3 required units will become elective credit.

2 Course may also count toward degree requirements. Please consult with Academic Advisement.

3 See Fine Arts Faculty Adviser for sequencing of fine arts requirements.

4 Associate of Arts-Fine Arts is designed to transfer to the Bachelor of Fine Arts track at UNR which has no Foreign Language Requirement.

1st semester		**Units**
ART 100	Visual Foundations	3
ART 101	Drawing I	3
ART 260	Survey of Art History I	3
ENG 101	Composition I	3
Mathematics [5]		3
	Semester Total	15
2nd semester		
ART 141	Introduction to Digital Photography	3
ART 209	Introduction to Gallery Practices	1
ART 261	Survey of Art History II	3
Emphasis [6]		3
ENG 102	Composition II	3
Science [5]		3
	Semester Total	16
3rd semester		
ART 288	Photography of Art and Artifacts	3
ART 298	Portfolio Emphasis	2
Emphasis [6]		3
Social Science/U.S. Nevada Constitutions [5]		3
Science [5]		3
	Semester Total	14
4th semester		
ART 270	Women in Art	3
Emphasis [6]		6
Elective [6]		3
Humanities [5]		3
	Semester Total	15
	Total Units	60

5 See approved General Education list for the AA/AS Degree. (p. 201)

6 See program recommendations or requirements.

Fine Arts, AA

Music

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Fine Arts, Music seeks to be an outstanding performing arts program within The Visual and Performing Arts Department noted for its excellence in the classroom and on stage that provides our students with the knowledge and skills upon which they build careers and become productive citizens.

Outcomes

Students completing the degree will:

- Articulate the language of music, including reading, writing, listening, and speaking about music.
- Synthesize all aspects of music theory, including harmonic and formal analysis, rhythm, as well as the practical application of theoretical concepts in sight-singing and ear training classes.
- Apply skills in applied music, whether instrumental or vocal, and a basic understanding of playing piano.
- Demonstrate competence as a performing musician through participation in Concert Band, Concert Choir, or Musical Theatre ensembles.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Recommended:		
MUS 121	Music Appreciation	
Foreign Language [3]		*0-8*
Humanities		*3*
Recommended:		
THTR 210	Theatre: a Cultural Context	
PHIL 210	World Religions [3]	
Mathematics		*3*
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*
Social Science		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change	
Additional College Requirements		
Diversity		*[3]*
Recommended:		
THTR 210	Theatre: a Cultural Context [2]	
U.S. and Nevada Constitutions		*[3]*
Recommended:		
CH 203	American Experiences and Constitutional Change [2]	
Degree Requirements		
MUS 101	Music Fundamentals	3
MUS 111	Piano Class I	2
or MUS 112	Piano Class II	
MUS 203	Music Theory I	3
MUS 204	Music Theory II	3
MUS 211	Sight-Singing and Dictation I	1
MUS 212	Sight-Singing and Dictation II	1
Any MUSA course		3
Any MUSE course		3
Elective Requirements		
Select 9-20 units. [3]		9-20
MUS 107	Guitar Class I	
MUS 108	Guitar Class II	
MUS 122	Survey of Jazz	
MUS 125	History of Rock Music	
MUS 207	Music Theory III	
MUS 208	Music Theory IV	
MUS 290	Internship in Music	
MUS 299	Special Topics in Music	
THTR 105	Introduction to Acting I	
THTR 175	Introduction to Musical Theatre Literature	
Total Units		60

[1] If you place into ENG 102 or ENG 114, the additional 3 required units will become elective credit.

[2] Course may also count toward degree requirements. Please consult with Academic Advisement.

[3] 14 units of Foreign Language will be required for students transferring to UNR. Please consult with a faculty advisor regarding recommended and elective course selection.

1st semester		Units
ENG 101	Composition I	3
or ENG 113	or Composition I for International Students	
Foreign Language [6]		4
Mathematics [4]		3
MUS 101	Music Fundamentals	3
MUS 111	Piano Class I	2-3
or MUS 112	or Piano Class II	
Select Any MUSE course [5]		1
	Semester Total	16
2nd semester		
ENG 102	Composition II	3
Foreign Language [6]		4
Fine Arts [5]		3
Any MUS elective course [5]		3
Any MUSA course [5]		1-2

Any MUSE course [5]		1
	Semester Total	15
3rd semester		
Elective [6]		3
MUS 203	Music Theory I	3
MUS 211	Sight-Singing and Dictation I	1
Select any MUSA course [5]		1-2
Select any MUSE course [5]		1
Science [4]		3
Social Science/U.S. NV Constitutions [5]		3
	Semester Total	15
4th semester		
Elective [6]		3
MUS 204	Music Theory II	3
MUS 212	Sight-Singing and Dictation II	1
Any MUSA course [5]		1-2
Diversity/Humanities [5]		3
Science [4]		3
	Semester Total	14
	Total Units	60

[4] See approved General Education list for the AA/AS Degree. (p. 197)

[5] See program recommendations and requirements. Students transferring to UNR should consult with an advisor.

[6] See approved Foreign Language list for the AA Degree. (p. 200)

Music, Certificate of Achievement

The Certificate of Achievement, Music is formulated for the student who may want to develop skills in a conservatory-type setting; the student who does not wish to transfer to a four-year institution; the student who may already possess a degree in higher education; and the student who has a vocational interest in music.

Outcomes

Students completing the certificate will:

- Synthesize specific practical music skills, whether instrumental or vocal.
- Reinforce interest, participation, enjoyment, and a deeper understanding of music.
- Reinforce competence as a performing musician through participation in Concert Band, Concert Choir, or Musical Theatre ensembles.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications [1]		*3*
Human Relations		*3*
Mathematics [2]		*3*
Certificate Requirements		
Music Ensemble		*2*
Select 1 course from the following:		
MUSE 101	Concert Choir	
MUSE 111	Concert Band	
Music Theory		*6*
Select 2 courses from the following:		
MUS 203	Music Theory I	
MUS 204	Music Theory II	
MUS 207	Music Theory III	
MUS 208	Music Theory IV	
Sight Singing & Eartraining		*2*
MUS 211	Sight-Singing and Dictation I	
MUS 212	Sight-Singing and Dictation II	
Piano Class		*2*
Select 1 course from following:		
MUS 111	Piano Class I	
MUS 112	Piano Class II	
Applied Music		*2*
MUSA (private lessons)		
Elective Requirements		**7**
Select 7 units from the following:		
MUS 101	Music Fundamentals Recommended for students who wish to continue to the Music AA degree.	
MUS 105	Vocal Techniques	
MUS 107	Guitar Class I	
MUS 108	Guitar Class II	
MUS 121	Music Appreciation	
MUS 122	Survey of Jazz	
MUS 125	History of Rock Music	
THTR 209	Theatre Practicum	
Additional ensemble or applied music courses, up to 2 additional units in each area		
Total Units		30

[1] ENG 101 is recommended for students who wish to continue to the AA degree.

[2] MATH 120 is recommended for students who wish to continue to the AA degree.

1st semester	**Units**
Elective [2]	3
Elective [2]	1
MUSA Applied Lessons	1-2
Elective [2]	1

Communications [1]		3
MUS 111 or MUS 112	Piano Class I or Piano Class II	2
MUS 203 or MUS 207	Music Theory I or Music Theory III	3
MUS 211	Sight-Singing and Dictation I	1
	Semester Total	15
2nd semester		
Elective [2]		3
MUSA Applied Lessons		1-2
Elective [2]		1
Human Relations [1]		3
Mathematics [1]		3
MUS 204 or MUS 208	Music Theory II or Music Theory IV	3
MUS 212	Sight-Singing and Dictation II	1
	Semester Total	15
	Total Units	30

[1] See approved General Education list for the AA/AS (p. 197) and the AAS (p. 201) Degree.

[2] See program recommendations or requirements.

Fine Arts, AA

Musical Theatre

The Associate of Arts, Fine Arts, Musical Theatre is developed to provide the student with a well-rounded, intermediate level education of the universal language and art form of musical theatre. The student will be introduced to and developed in the various areas of musical theatre including historical study, appreciation, musical theatre styles, vocal techniques, acting, dance, and performance. The program will include repeated practical application in the rehearsal and preparation areas for public performance and presentation.

Outcomes

The student will be able to:

- Articulate the language of musical theater, including reading, writing, listening, and speaking about musical theater.
- Synthesize all aspects of musical theater theory, rehearsal and production.
- Apply skills in the music, dance and theater aspects of this art form.
- Demonstrate competence as a performing musical theater student through participation in Musical Theater productions.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Required:		
THTR 210	Theatre: a Cultural Context	
Humanities		*3*
Required:		
THTR 105	Introduction to Acting I	
Mathematics		*3*
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*
Social Science		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change	
Additional College Requirements		
Diversity		*[3]*
Required:		
THTR 210	Theatre: a Cultural Context [2]	
Foreign Language		*0-8*
U.S. and Nevada Constitutions		*[3]*
Recommended:		
CH 203	American Experiences and Constitutional Change [2]	
Degree Requirements		
MUSA 147	Voice for Musical Theater Major-Lower Division (must be co-enrolled in MUSE ensemble or THTR 176/THTR 276)	3
THTR 175	Introduction to Musical Theatre Literature	3
DAN 132	Jazz Dance (Beginning)	1
DAN 135	Ballet, Beginning	1
THTR 176	Musical Theatre Workshop I	1
THTR 204	Theatre Technology I	3
THTR 276	Musical Theatre Workshop II	1
Emphasis Requirements		
Select 3 units from the following theater courses:		*3*
THTR 205	Introduction to Acting II	
THTR 206	Theatre Workshop: Acting III	
THTR 207	Laboratory Theatre: Acting IV	
Select 4 units from the following music courses:		*4*
MUS 111	Piano Class I	
MUS 112	Piano Class II	
MUS 203	Music Theory I	
MUS 211	Sight-Singing and Dictation I	
Select 3 units from the following dance courses:		*3*
DAN 101	Dance Appreciation	

DAN 132	Jazz Dance (Beginning)	
DAN 133	Jazz Dance (Beginning/Intermediate)	
DAN 135	Ballet, Beginning (required for degree)	
DAN 136	Ballet, Beginning/Intermediate	
DAN 138	Modern Dance, Beginning	
DAN 139	Modern Dance, Beginning/Intermediate	
DAN 144	Tap Dance (Beginning)	
DAN 145	Intermediate Tap Dance	
DAN 232	Jazz Dance (Intermediate)	
DAN 235	Ballet (Intermediate)	
DAN 236	Ballet (Intermediate/Advanced)	
DAN 238	Modern Dance Intermediate	
DAN 239	Modern Dance, Intermediate/Advanced	
DAN 244	Tap Dance (Intermediate)	
THTR 116	Dance Styles: Musical Theatre	
DAN 281	Dance Performance	
DAN 287	Concert Dance Company	
DAN 295	Independent Study: Dance	
Electives [3]		**5-13**
Select units from any DAN, MUS, or THTR course.		
OR		
MUSE 101	Concert Choir	
Total Units		60

[1] If you place into ENG 102 or ENG 114, the additional 3 required units will become elective credit.

[2] Course may also count toward degree requirements. Please consult with Academic Advisement.

[3] Students transferring to UNR should consult with an advisor regarding elective course selection.

1st semester		**Units**
ENG 101 or ENG 113	Composition I or Composition I for International Students	3
Foreign Language [6]		4
Mathematics [4]		3
THTR 175	Introduction to Musical Theatre Literature	3
DAN 132	Jazz Dance (Beginning)	1
DAN 135	Ballet, Beginning	1
	Semester Total	15
2nd semester		
ENG 102 or ENG 114	Composition II or Composition II For International Students	3
Foreign Language [6]		4
MUSA 147	Voice for Musical Theater Major-Lower Division (co enrolled with MUSE 100 or THTR 176)	1
THTR 105	Introduction to Acting I	3
THTR 176	Musical Theatre Workshop I	1
THTR 210	Theatre: a Cultural Context	3
	Semester Total	15
3rd semester		
Social Science/U.S. and Nevada Constitutions [4]		3
Science [4]		3
Emphasis (MUS) [5]		4
MUSA 147	Voice for Musical Theater Major-Lower Division	1
THTR 176	Musical Theatre Workshop I	1
THTR 204	Theatre Technology I	3
	Semester Total	15
4th semester		
Emphasis (DAN) [5]		3
Emphasis (THTR) [5]		3
Science [4]		3
THTR 276	Musical Theatre Workshop II	1
MUSA 147	Voice for Musical Theater Major-Lower Division	1
Electives		4
	Semester Total	15
	Total Units	60

[4] See approved General Education list for the AA/AS Degree. (p. 197)

[5] See program recommendations or requirements.

[6] See approved Foreign Language list for the AA Degree. (p. 200)

Fine Arts, AA

Theatre

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Arts, Fine Arts Theatre program seeks to be an outstanding performing arts program within the visual and performing arts department, noted for its excellence in the classroom and on stage. The program provides our students with the knowledge and skills upon which they build careers and become productive citizens.

Outcomes

Students completing the degree will:

- Articulate the language of theatre, including reading, writing, listening, and speaking about theatre relating to the knowledge of the historical and cultural dimensions of theatre, encompassing the works of leading playwrights, actors, directors, and designers, both past, and present.
- Synthesize all aspects of theatre theory, rehearsal and production.
- Apply practical theatre skills including acting, design, technical direction, directing, stage management, playwriting, and research.
- Demonstrate competence as a performing theatre student through participation in theatre productions.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.

3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Required:		
THTR 210	Theatre: a Cultural Context	
Humanities		*3*
Required:		
THTR 100	Introduction to Theatre	
Mathematics		*3*
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*
Social Science		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change	
Additional College Requirements		
Diversity		*[3]*
Required:		
THTR 210	Theatre: a Cultural Context [2]	
Foreign Language		*0-14*
U.S. and Nevada Constitutions		*[3]*
Recommended:		
CH 203	American Experiences and Constitutional Change [2]	
Degree Requirements		
THTR 105	Introduction to Acting I	3
THTR 175	Introduction to Musical Theatre Literature	3
THTR 204	Theatre Technology I	3
THTR 205	Introduction to Acting II	3
THTR 209	Theatre Practicum	4
or THTR 176	Musical Theatre Workshop I	
or THTR 276	Musical Theatre Workshop II	
Elective Requirements [3]		**6-20**
Select 6 units from any THTR Course (not including the above).		
Total Units		60

1. If you place into ENG 102 or ENG 114, the additional 3 required units will become elective credit.
2. Course may also count toward degree requirements. Please consult with Academic Advisement.
3. Students transferring to UNR should consult with an advisor regarding elective course selection.

1st semester		**Units**
ENG 101	Composition I	3
Mathematics [4]		3
THTR 100	Introduction to Theatre	3
THTR 105	Introduction to Acting I	3
Foreign Language		4
	Semester Total	16
2nd semester		
ENG 102	Composition II	3
THTR 205	Introduction to Acting II	3
Foreign Language [6]		4
THTR 209 or THTR 176 or THTR 276	Theatre Practicum or Musical Theatre Workshop I or Musical Theatre Workshop II	2
THTR 204	Theatre Technology I	3
	Semester Total	15
3rd semester		
Science [4]		3
THTR 175	Introduction to Musical Theatre Literature	3
Social Science/U.S and Nevada Constitutions [5]		3
THTR 209 or THTR 176	Theatre Practicum or Musical Theatre Workshop I	2
Elective [3]		3
	Semester Total	14
4th semester		
Elective [5]		6
Science [4]		3
THTR 210	Theatre: a Cultural Context	3
Elective [3]		3
	Semester Total	15
	Total Units	60

4. See approved General Education list for the AA/AS Degree. (p. 197)
5. See program recommendations or requirements.
6. See approved Foreign Language list for the AA Degree. (p. 200)

Fine Arts, Certificate of Achievement

Theatre

The Certificate of Achievement, Theatre is formulated for the student who may want to hone one's theatre skills in a conservatory-type setting; the student who does not desire to transfer to a four-year institution; the student who may already possess a degree in higher education; and the student who has a vocational interest in theatre.

Outcomes

Students completing the certificate will:

- Demonstrate competency in basic theatre skills.
- Complete the rehearsal and performance requirements for the Theatre Practicum Core.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Human Relations		*3*
Mathematics		*3*
Certificate Requirements		
THTR 209	Theatre Practicum	6
or THTR 176	Musical Theatre Workshop I	
or THTR 276	Musical Theatre Workshop II	
Elective Requirements		
Select 15 units from the following:		15
COM 113	Fundamentals of Speech Communications	
COM 215	Introduction to Group Communication	
THTR 100	Introduction to Theatre	
THTR 105	Introduction to Acting I	
THTR 116	Dance Styles: Musical Theatre	
THTR 133	Fundamentals of Directing	
THTR 175	Introduction to Musical Theatre Literature	
THTR 180	Cinema as Art and Communication	
THTR 204	Theatre Technology I	
THTR 205	Introduction to Acting II	
THTR 206	Theatre Workshop: Acting III	
THTR 207	Laboratory Theatre: Acting IV	
THTR 210	Theatre: a Cultural Context	
THTR 232	Children's Theatre	
THTR 240	Acting for the Camera	
THTR 258	Theatre Experience and Travel	
THTR 295	Independent Study: Theatre	
Total Units		30

1st semester		Units
Select 3 electives [2]		9
Communications [1]		3
THTR 209	Theatre Practicum	3
or	or Musical Theatre Workshop I	
THTR 176	or Musical Theatre Workshop II	
or		
THTR 276		
	Semester Total	15
2nd semester		
Select 2 electives [2]		6
Human Relations [1]		3
Mathematics [1]		3
THTR 209	Theatre Practicum	3
or	or Musical Theatre Workshop I	
THTR 176	or Musical Theatre Workshop II	
or		
THTR 276		
	Semester Total	15
	Total Units	30

[1] See approved General Education list for the AA/AS Degree. (p. 197)

[2] See program recommendations or requirements.

General Studies

Degree

- Associate of General Studies (p. 118)

Certificate of Achievement

- General Studies (p. 119)

Associate of General Studies Degree

The Associate of General Studies (AGS) degree at TMCC is designed as a non-transfer degree for students who desire a well-rounded education for personal interest or further academic and/or career goals.

Student learning outcomes for the Associate of General Studies degree are determined by the student's chosen academic and/or career emphases.

Outcomes

Students completing the degree will:

- Be prepared for academic and/or workforce goals.
- Complete TMCC's general education requirements.
- Acquire the knowledge, skills, and values of their broad academic focus.

Code	Title	Units
General Education Requirements [1]		
Communications		*6*
English		*3*
Fine Arts		*3*
Humanities		*3*
Human Relations		*3*
Mathematics		*3*
Science		*3*
Social Science		*3*
Additional College Requirements		
Diversity [1]		*[3]*
U.S. and Nevada Constitutions		*3*
Degree Requirements		
Computer Science		*3*
Choose 3 units from the following:		
IS 101	Introduction to Information Systems	
CIT 112	Network +	
CIT 114	IT Essentials	

CS 135	Computer Science I	
HIT 180	Health Information Management	
Electives		
Choose 27 units from any courses you like. [2]		27
Total Units		60

[1] See approved General Education list for the AGS Degree. (p. 204)

[2] Great latitude is allowed in the selection of the 27 elective units. Choice of units can focus on one area alone or from any combination of career, technical or general courses. Developmental courses (numbered less than 100) cannot be applied to any degree or certificate. Units earned in many WDCE "C" courses may be considered nontraditional and must be approved by the Vice President of Academic Affairs in order to be applied to the Associate of General Studies degree. Please check with a TMCC advisor for further information. The WDCE "C" courses may not be counted for financial aid credit requirements.

General Studies, Certificate of Achievement

This program can be completed 100% online.

The Certificate of Achievement, General Studies is highly flexible and allows students to combine classes from a diverse set of disciplines and fields. The certificate may fit personal needs or may be an important step in the completion of the Associate of General Studies degree.

Outcomes

Students completing the certificate will:

- Demonstrate competencies specific to their choice of career, technical or general courses.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Computer Science/Mathematics/Science		*3*
Communications/English		*6*
Fine Arts/Humanities		*3*
Human Relations		*3*
Social Science		*3*
Elective Requirements		
Electives [1]		12
Total Units		30

[1] Great latitude is allowed in the selection of the 12 elective units. Choice of units can focus on one area alone or from any combination of career, technical or general courses. Developmental courses, those numbered less than 100, cannot be applied to any degree or certificate.
Units earned in many WDCE "C" courses may be considered nontraditional and must be approved by the vice president of academic affairs in order to be applied to the Associate of General Studies degree. Please check with a TMCC advisor for further information. The WDCE "C" courses may not be counted for financial aid unit requirements.

1st semester	**Units**
Select 2 electives [3]	6
Social Science [2]	3
Communications/English [2]	3
Fine Arts/Humanities [2]	3
Semester Total	15
2nd semester	
Communications/English [2]	3
Computer Science/Mathematics/Science [2]	3
Human Relations [2]	3
Select 2 electives [3]	6
Semester Total	15
Total Units	30

[2] See approved General Education list for the General Studies Degree. (p. 204)

[3] See program recommendations or requirements.

Graphic Arts & Media Technology

Degrees

- Graphic Communications, AAS (p. 123)
- Graphic Arts & Media Technology, AA (p. 120)

Advanced Certificate

- Graphic Arts & Media Technology (p. 127)

Certificates of Achievement

- Graphic Communications (p. 129)

Skills Certificates

- Graphic (p. 119) Software Certification, Adobe Certified Associate (p. 119)

Graphic Software Certification, Skills Certificate

Adobe Certified Associate (preparation)

The Skills Certificate, Graphic Software Certification, Adobe Certified Associate prepares students to pass the Adobe Certified Associate (ACA) exams. There are six different certifications. GRC 117 and GRC 200 cover all six applications at a beginning level, and GRC 125 is specific to each application. Students wishing to prepare for more than one ACA exam

would sign up for more than one section of GRC 125. Skill Certificate does not include taking the exam.

Outcomes

- Students will analyze published objectives for Adobe Certified Associate (ACA) software exams and synthesize knowledge based on those objectives in order to successfully complete tone of the ACA exams.

Code	Title	Units
GRC 116	Introduction to Digital Art & Design	3
GRC 117	Introduction to Motion Graphics	3
GRC 125	Graphics Software Certification [1]	1-2
GRC 200	Design Thinking & Methodologies	3
Total Units		10-11

[1] Students wishing to prepare for more than one ACA exam would sign up for more than one section of GRC 125, which is repeatable for up to eight credits. Consult with Departmental Adviser.

1st semester		Units
GRC 116	Introduction to Digital Art & Design	3
GRC 117	Introduction to Motion Graphics	3
	Semester Total	6
2nd semester		
GRC 125	Graphics Software Certification [1]	1-2
GRC 200	Design Thinking & Methodologies	3
	Semester Total	4-5
	Total Units	10-11

Graphic Arts & Media Technology, AA

The Associate of Arts, Graphic Arts and Media Technology program offers tracks that lead to an associate degree or a certificate of achievement. Instruction includes the use of industry standard graphics software, and GAMT computer labs are equipped with the latest Apple Macintosh computers, with scanners, printers, a sound recording facility, and a prepress/print shop facility. The programs instruct in areas including; graphic design, advertising design, print production, web and user interface design, videography, and motion graphics.

Tracks

- Graphic Design (p. 120)
- Motion Graphics (p. 121)
- Web/UI Development (p. 122)

Graphic Arts & Media Technology, AA

Graphic Design Track

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- Great Basin College

The Associate of Arts, Graphic Arts & Media Technology, Graphic Design Track offers classes that lead to transfer to a four-year institution. Instruction includes the use of industry standard graphics software, and GRC computer labs are equipped with the latest Apple computers with support scanners, printers, a sound recording facility and a complete prepress/print shop facility.

Outcomes

Students completing the degree will:

- Identify and apply historical and current design theories and concepts in the production of visually engaging media that meets the requirements of the graphic communications industry.
- Acquire a broad skill set in current graphics related technologies, including computer software applications, processes and other production techniques used in the graphic communications industry.
- Acquire the skills and knowledge necessary to transfer to a four-year institution.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Recommended:		
ART 141	Introduction to Digital Photography	
Humanities		*3*
Recommended:		
AAD 201	History of the Built Environment	
Mathematics		*3*
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*
Social Science		*3*
Recommended:		
PSC 101	Introduction to American Politics	
Additional College Requirements		
Diversity		*[3]*
Recommended:		
AAD 201	History of the Built Environment	
Foreign Language [2]		*0*
U.S. and Nevada Constitutions [3]		*[3]*
Recommended		
PSC 101	Introduction to American Politics	
Degree Requirements		
ART 101	Drawing I	3
GRC 100	Introduction To Graphic Arts and Media Technologies	3
GRC 116	Introduction to Digital Art & Design	3
GRC 117	Introduction to Motion Graphics	3
GRC 200	Design Thinking & Methodologies	3
Track Requirements [4]		
IMPORTANT: Please see Graphic Communications Faculty Adviser for sequencing of track requirements.		
GRC 153	Commercial Printing Processes	3
GRC 175	Web Design I	3
GRC 210	Typography I	3

GRC 220	Graphic Design I	3
Elective Requirements		**9**
Choose three courses from the following.		
Any other 100, 200, or 300 level GRC course.		
Any other 100 or 200 level ART course.		
MKT 210	Marketing Principles	
Total Units		60

1 If you place into ENG 102 or ENG 114, the additional 3 required units will become elective credit.

2 Associate of Arts - Graphic Arts & Media Technology is designed to transfer to the Bachelor of Arts at UNR which has a 0-14 credit Foreign Language requirement, check with Academic Advisement for the latest information. This degree is also meant to transfer to the Nevada State College Bachelor of Arts in Visual Media, which has no Foreign Language Requirement.

3 Course may also count toward degree requirements. Please consult with Academic Advisement.

4 See Graphic Communications Faculty Adviser for sequencing of graphic communications requirements.

1st semester		**Units**
ART 101	Drawing I	3
GRC 100	Introduction To Graphic Arts and Media Technologies	3
GRC 116	Introduction to Digital Art & Design	3
English [5]		3
Mathematics [5]		3
	Semester Total	15
2nd semester		
GRC 117	Introduction to Motion Graphics	3
GRC 200	Design Thinking & Methodologies	3
Elective [6]		3
English [5]		3
Fine Art [5]		3
	Semester Total	15
3rd semester		
GRC 153	Commercial Printing Processes	3
GRC 175	Web Design I	3
Elective [6]		2
Social Science/U.S. Nevada Constitutions		3
Science		3
	Semester Total	14
4th semester		
GRC 210	Typography I	3
Elective		3
GRC 220	Graphic Design I	3
Humanities/Diversity		3
Science		3
	Semester Total	15
	Total Units	59

5 See General Education requirements for AA/AS.

6 See program recommendations and requirements.

Graphic Arts & Media Technology, AA

Motion Graphics Track

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- Great Basin College

The Associate of Arts, Graphic Arts & Media Technology, offers classes that lead to transfer to a four-year institution, or entry into TMCC's Advanced Certificate program. The Motion Graphics Track develops skills and knowledge in areas of motion and time-based media, including storyboarding, video production, sound, traditional and 2D animation techniques, and 3D animation (CGI and special effects). Instruction includes the use of industry standard graphics software, and program computer labs are equipped with the latest Apple computers with support scanners, printers, a sound recording facility and a complete prepress/print shop facility.

Outcomes

Students completing the degree will:

- Identify and apply historical and current design theories and concepts in the production of visually engaging media that meets the requirements of the graphic communications industry.
- Acquire a broad skill set in current graphics related technologies, including computer software applications, processes and other production techniques used in the graphic communications industry.
- Develop and assemble a portfolio of work that will illustrate and communicate their visual design skills at a professional level.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Recommended:		
ART 141	Introduction to Digital Photography	
Humanities		*3*
Recommended:		
AAD 201	History of the Built Environment	
Mathematics		*3*
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*
Social Science		*3*
Recommended:		
PSC 101	Introduction to American Politics	
Additional College Requirements		
Diversity		*[3]*
Recommended:		
AAD 201	History of the Built Environment	
Foreign Language [2]		*0*
U.S. and Nevada Constitutions [3]		*[3]*
Recommended		

PSC 101	Introduction to American Politics	
Degree Requirements		
ART 101	Drawing I	3
GRC 100	Introduction To Graphic Arts and Media Technologies	3
GRC 116	Introduction to Digital Art & Design	3
GRC 117	Introduction to Motion Graphics	3
GRC 200	Design Thinking & Methodologies	3
Track Requirements [4]		
IMPORTANT: Please see Graphic Communications Faculty Adviser for sequencing of track requirements.		
VIS 120	Introduction to Animation	3
GRC 132	Drawing for Animation	3
GRC 135	Storyboarding	3
GRC 182	Digital Video Production	3
GRC 282	Motion Graphics for Video	3
GRC 284	3D Modeling and Texturing	3
Elective Requirements		**3**
Choose one course from the following.		
ENG 224	Introduction to Screenwriting	
Any other 100 or 200 level GRC course.		
Any other 100 or 200 level ART course.		
Total Units		60

[1] If you place into ENG 102 or ENG 114, the additional 3 required units will become elective credit.

[2] Associate of Arts - Graphic Arts & Media Technology is designed to transfer to the Bachelor of Arts at UNR which has a 0-14 credit Foreign Language requirement, check with Academic Advisement for the latest information. This degree is also meant to transfer to the Nevada State College Bachelor of Arts in Visual Media, which has no Foreign Language Requirement.

[3] Course may also count toward degree requirements. Please consult with Academic Advisement.

[4] See Graphic Communications Faculty Adviser for sequencing of graphic communications requirements.

1st semester		**Units**
ART 101	Drawing I	3
GRC 100	Introduction To Graphic Arts and Media Technologies	3
GRC 116	Introduction to Digital Art & Design	3
English [5]		3
Mathematics [5]		3
	Semester Total	15
2nd semester		
GRC 117	Introduction to Motion Graphics	3
GRC 132	Drawing for Animation	3
GRC 200	Design Thinking & Methodologies	3
English [5]		3
Fine Art [5]		3
	Semester Total	15
3rd semester		
VIS 120	Introduction to Animation	3
GRC 135	Storyboarding	3
GRC 182	Digital Video Production	3
Social Science/U.S. Nevada Constitutions [5]		3
Science [5]		3
	Semester Total	15
4th semester		
GRC 282	Motion Graphics for Video	3
GRC 284	3D Modeling and Texturing	3
Elective [6]		3
Humanities/Diversity [5]		3
Science [5]		3
	Semester Total	15
	Total Units	60

[5] See general education requirements for AA/AS/

[6] See program recommendations and requirements.

Graphic Arts & Media Technology, AA

WEB/UI Development Track

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- Great Basin College

The Associate of Arts, Graphic Arts & Media Technology, offers classes that lead to transfer to a four-year institution, or entry into TMCC's Advanced Certificate program. The Web/UI Development Track is a unique combination of creativity and technology, developing skills and knowledge in design, layout and typography with a variety of the latest Internet-based programming languages. Instruction includes the use of industry standard graphics software, and program computer labs are equipped with the latest Apple computers with support scanners, printers, a sound recording facility and a complete prepress/print shop facility.

Outcomes

Students completing the degree will:

- Identify and apply historical and current design theories and concepts in the production of visually engaging media that meets the requirements of the graphic communications industry.
- Acquire a broad skill set in current graphics related technologies, including computer software applications, processes and other production techniques used in the graphic communications industry.
- Acquire the skills and knowledge necessary to transfer to a four-year institution.

Code	**Title**	**Units**
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Recommended:		
ART 141	Introduction to Digital Photography	

Humanities		*3*
Recommended:		
AAD 201	History of the Built Environment	
Mathematics		*3*
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*
Social Science		*3*
Recommended:		
PSC 101	Introduction to American Politics	
Additional College Requirements		
Diversity		*[3]*
Recommended:		
AAD 201	History of the Built Environment	
Foreign Language [2]		*0*
U.S. and Nevada Constitutions [3]		*[3]*
Recommended		
PSC 101	Introduction to American Politics	
Degree Requirements		
ART 101	Drawing I	3
GRC 100	Introduction To Graphic Arts and Media Technologies	3
GRC 116	Introduction to Digital Art & Design	3
GRC 117	Introduction to Motion Graphics	3
GRC 200	Design Thinking & Methodologies	3
Track Requirements [4]		
IMPORTANT: Please see Graphic Communications Faculty Adviser for sequencing of track requirements.		
GRC 175	Web Design I	3
GRC 210	Typography I	3
GRC 275	Web Design II	3
CIT 151	Beginning Web Development	3
CIT 152	Web Script Language Programming	3
Elective Requirements		**6**
Choose two courses from the following.		
Any other 100 or 200 level GRC course.		
Any other 100 or 200 level ART course.		
MKT 210	Marketing Principles	
Total Units		60

1 If you place into ENG 102 or ENG 114, the additional 3 required units will become elective credit.

2 Associate of Arts - Graphic Arts & Media Technology is designed to transfer to the Bachelor of Arts at UNR which has a 0-14 credit Foreign Language requirement, check with Academic Advisement for the latest information. This degree is also meant to transfer to the Nevada State College Bachelor of Arts in Visual Media, which has no Foreign Language Requirement.

3 Course may also count toward degree requirements. Please consult with Academic Advisement.

4 See Graphic Communications Faculty Adviser for sequencing of graphic communications requirements.

1st semester		**Units**
ART 101	Drawing I	3
GRC 100	Introduction To Graphic Arts and Media Technologies	3
GRC 116	Introduction to Digital Art & Design	3
English [5]		3
Mathematics [5]		3
	Semester Total	15
2nd semester		
Elective [6]		3
English [5]		3
Fine Art [6]		3
GRC 117	Introduction to Motion Graphics	3
GRC 200	Design Thinking & Methodologies	3
	Semester Total	15
3rd semester		
CIT 151	Beginning Web Development	3
Elective [6]		3
GRC 175	Web Design I	3
Social Science/U.S. Nevada Constitutions [5]		3
Science [5]		3
	Semester Total	15
4th semester		
CIT 152	Web Script Language Programming	3
GRC 210	Typography I	3
GRC 275	Web Design II	3
Humanities/Diversity [5]		3
Science [5]		3
	Semester Total	15
	Total Units	60

5 See General Education Requirements for AA/AS.

6 See program recommendations and requirements.

Graphic Communications, AAS

The Graphic Communications (GRC) program offers classes that lead to an associate degree or a certificate of achievement. Instruction includes the use of industry standard graphics software, and GAMT computer labs are equipped with the latest Apple Macintosh computers, with scanners, printers, a sound recording facility, and a prepress/print shop facility. The program instructs in areas including; graphic design, advertising design, print production, web and user interface design, videography, and motion graphics.

Tracks

- Graphic Design (p. 123)
- Motion Graphics (p. 125)
- Web/UI Development (p. 126)

Graphic Communications, AAS

Graphic Design Track

The Associate of Applied Science, Graphic Communications, offers classes that lead to the completion of a professional, industry-based

AAS degree. The Graphic Design Track develops skills and knowledge in areas of creative problem solving, research and design thinking, design history, typography and layout using technologies for a variety of print and screen-based media. Instruction includes the use of industry standard graphics software, and program computer labs are equipped with the latest Apple computers with support scanners, printers, a sound recording facility and a complete prepress/print shop facility.

Outcomes

Students completing the degree will:

- Identify and apply historical and current design theories and concepts in the production of visually engaging media that meets the requirements of the graphic communications industry.
- Acquire a broad skill set in current graphics related technologies, including computer software applications, processes and other production techniques used in the graphic communications industry.
- Develop and assemble a portfolio of work that will illustrate and communicate their visual design skills at a professional level.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Diversity		*[3]*
Recommended:		
AAD 201	History of the Built Environment [1]	
Communications/English		*6*
Recommended:		
BUS 106	Business English (English)	
BUS 107	Business Speech Communications (Communications)	
COM 113	Fundamentals of Speech Communications (Communications)	
ENG 101	Composition I (Communications or English)	
ENG 102	Composition II (Communications or English)	
ENG 107	Technical Communications I (Communications or English)	
ENG 113	Composition I for International Students (Communications or English)	
ENG 114	Composition II For International Students (Communications or English)	
Fine Arts/Humanities/Social Science		*3*
Recommended:		
AAD 201	History of the Built Environment	
Human Relations		*3*
Recommended:		
MGT 212	Leadership and Human Relations	
EPY 101	Educational, Career, and Personal Development	
Mathematics		*3*
Recommended:		
BUS 117	Business Calculations and Methods	
or MATH 120	Fundamentals of College Mathematics	
Science		*3*
U.S. and Nevada Constitutions		*3*
Recommended:		
PSC 101	Introduction to American Politics	
or CH 203	American Experiences and Constitutional Change	
Degree Requirements [2]		
ART 101	Drawing I	3
GRC 100	Introduction To Graphic Arts and Media Technologies	3
GRC 116	Introduction to Digital Art & Design	3
GRC 117	Introduction to Motion Graphics	3
GRC 200	Design Thinking & Methodologies	3
GRC 294	Portfolio Workshop	3
Graphic Design Track Requirements [2]		
GRC 153	Commercial Printing Processes	3
GRC 175	Web Design I	3
GRC 210	Typography I	3
GRC 220	Graphic Design I	3
Electives - choose three classes [2]		*9*
Any other 100 or 200 level GRC classes (3-6 credits)		
Any other 100 or 200 level ART class (3 credits)		
MKT 210	Marketing Principles	
Total Units		60

[1] Course may also count toward additional degree requirements. Please consult with Academic Advisement.

[2] See Graphic Communications Faculty Adviser for sequencing of graphic communications requirements.

1st semester		**Units**
ART 101	Drawing I	3
GRC 100	Introduction To Graphic Arts and Media Technologies	3
GRC 116	Introduction to Digital Art & Design	3
English [1]		3
Math [2]		3
	Semester Total	15
2nd semester		
GRC 117	Introduction to Motion Graphics	3
GRC 200	Design Thinking & Methodologies	3
GRC/ART/MKT Elective [3]		3
Communications [1]		3
Fine Arts-Humanities-Social Science/Diversity [2]		3
	Semester Total	15
3rd semester		
GRC 153	Commercial Printing Processes	4
GRC 210	Typography I	3

GRC/ART/MKT Elective [3]		3
Science [1]		3
US/NV Constitution [2]		3
	Semester Total	16
4th semester		
GRC 175	Web Design I	3
GRC 220	Graphic Design I	3
GRC 294	Portfolio Workshop	3
GRC/ART/MKT Elective [3]		3
Human Relations [2]		3
	Semester Total	15
	Total Units	61

[1] See approved General Education list for the AAS Degree. (p. 201)

[2] See program recommendations or requirements.

[3] See Graphic Communications Faculty Adviser for graphic communications elective requirements.

Graphic Communications, AAS

Motion Graphics Track

The Associate of Applied Science, Graphic Communications, offers classes that lead to the completion of a professional, industry-based AAS degree. The Motion Graphics Track develops skills and knowledge in areas of motion and time-based media, including storyboarding, video production, sound, traditional and 2D animation techniques, and 3D animation (CGI and special effects). Instruction includes the use of industry standard graphics software, and program computer labs are equipped with the latest Apple computers with support scanners, printers, a sound recording facility and a complete prepress/print shop facility.

Outcomes

Students completing the degree will:

- Identify and apply historical and current design theories and concepts in the production of visually engaging media that meets the requirements of the graphic communications industry.
- Acquire a broad skill set in current graphics related technologies, including computer software applications, processes and other production techniques used in the graphic communications industry.
- Develop and assemble a portfolio of work that will illustrate and communicate their visual design skills at a professional level.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Diversity		*[3]*
Recommended:		
AAD 201	History of the Built Environment [1]	
Communications/English		*6*
Recommended:		
BUS 106	Business English (English)	
BUS 107	Business Speech Communications (Communications)	
COM 113	Fundamentals of Speech Communications (Communications)	
ENG 101	Composition I (Communications or English)	
ENG 102	Composition II (Communications or English)	
ENG 107	Technical Communications I (Communications or English)	
ENG 113	Composition I for International Students (Communications or English)	
ENG 114	Composition II For International Students (Communications or English)	
Fine Arts/Humanities/Social Science		*3*
Recommended:		
AAD 201	History of the Built Environment	
Human Relations		*3*
Recommended:		
MGT 212	Leadership and Human Relations	
EPY 101	Educational, Career, and Personal Development	
Mathematics		*3*
Recommended:		
BUS 117	Business Calculations and Methods	
or MATH 120	Fundamentals of College Mathematics	
Science		*3*
U.S. and Nevada Constitutions		*3*
Recommended:		
PSC 101	Introduction to American Politics	
or CH 203	American Experiences and Constitutional Change	
Degree Requirements [2]		
ART 101	Drawing I	3
GRC 100	Introduction To Graphic Arts and Media Technologies	3
GRC 116	Introduction to Digital Art & Design	3
GRC 117	Introduction to Motion Graphics	3
GRC 200	Design Thinking & Methodologies	3
GRC 294	Portfolio Workshop	3
Motion Graphics Track Requirements [2]		
VIS 120	Introduction to Animation	3
GRC 132	Drawing for Animation	3
GRC 135	Storyboarding	3
GRC 182	Digital Video Production	3
GRC 282	Motion Graphics for Video	3
GRC 284	3D Modeling and Texturing	3
Electives - choose one classes [2]		*3*
ENG 224	Introduction to Screenwriting	
Any other 100 or 200 level GRC classes (3 credits)		

Any other 100 or 200 level VIS class (3 credits)	
Total Units	60

[1] Course may also count toward additional degree requirements. Please consult with Academic Advisement.

[2] See Graphic Communications Faculty Adviser for sequencing of graphic communications requirements.

1st semester		Units
ART 101	Drawing I	3
GRC 100	Introduction To Graphic Arts and Media Technologies	3
GRC 116	Introduction to Digital Art & Design	3
English [1]		3
Math [2]		3
	Semester Total	15
2nd semester		
GRC 117	Introduction to Motion Graphics	3
GRC 132	Drawing for Animation	3
GRC 200	Design Thinking & Methodologies	3
Communications [1]		3
Fine Arts-Humanities-Social Science/Diversity [2]		3
	Semester Total	15
3rd semester		
VIS 120	Introduction to Animation	3
GRC 135	Storyboarding	3
GRC 182	Digital Video Production	3
Science [1]		3
US/NV Constitution [2]		3
	Semester Total	15
4th semester		
GRC 282	Motion Graphics for Video	3
GRC 284	3D Modeling and Texturing	3
GRC 294	Portfolio Workshop	3
GRC/ENG/VIS Elective [3]		3
Human Relations [2]		3
	Semester Total	15
	Total Units	60

[1] See approved General Education list for the AAS Degree. (p. 201)

[2] See program recommendations or requirements.

[3] See Graphic Communications Faculty Adviser for graphic communications elective requirements.

Graphic Communications, AAS

Web/UI Development Track

The Associate of Applied Science, Graphic Communications, offers classes that lead to the completion of a professional, industry-based AAS degree. The Web/UI Development Track is a unique combination of creativity and technology, developing skills and knowledge in design, layout and typography with a variety of the latest Internet-based programming languages. Instruction includes the use of industry standard graphics software, and program computer labs are equipped with the latest Apple computers with support scanners, printers, a sound recording facility and a complete prepress/print shop facility.

Outcomes

Students completing the degree will:

- Identify and apply historical and current design theories and concepts in the production of visually engaging media that meets the requirements of the graphic communications industry.
- Acquire a broad skill set in current graphics related technologies, including computer software applications, processes and other production techniques used in the graphic communications industry.
- Develop and assemble a portfolio of work that will illustrate and communicate their visual design skills at a professional level.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Diversity		*[3]*
Recommended:		
AAD 201	History of the Built Environment [1]	
Communications/English		*6*
Recommended:		
BUS 106	Business English (English)	
BUS 107	Business Speech Communications (Communications)	
COM 113	Fundamentals of Speech Communications (Communications)	
ENG 101	Composition I (Communications or English)	
ENG 102	Composition II (Communications or English)	
ENG 107	Technical Communications I (Communications or English)	
ENG 113	Composition I for International Students (Communications or English)	
ENG 114	Composition II For International Students (Communications or English)	
Fine Arts/Humanities/Social Science		*3*
Recommended:		
AAD 201	History of the Built Environment	
Human Relations		*3*
Recommended:		
MGT 212	Leadership and Human Relations	
EPY 101	Educational, Career, and Personal Development	
Mathematics		*3*
Recommended:		

BUS 117	Business Calculations and Methods	
or MATH 120	Fundamentals of College Mathematics	
Science		*3*
U.S. and Nevada Constitutions		*3*
Recommended:		
PSC 101	Introduction to American Politics	
or CH 203	American Experiences and Constitutional Change	
Degree Requirements [2]		
ART 101	Drawing I	3
GRC 100	Introduction To Graphic Arts and Media Technologies	3
GRC 116	Introduction to Digital Art & Design	3
GRC 117	Introduction to Motion Graphics	3
GRC 200	Design Thinking & Methodologies	3
GRC 294	Portfolio Workshop	3
Web/UI Development Track Requirements [2]		
GRC 175	Web Design I	3
GRC 210	Typography I	3
GRC 275	Web Design II	3
CIT 151	Beginning Web Development	3
CIT 152	Web Script Language Programming	3
Electives - choose two classes [2]		*6*
Any other 100 or 200 level GRC classes (3-6 credits)		
Any other 100 or 200 level ART class (3 credits)		
CIT 130	Beginning Java	
MKT 210	Marketing Principles	
Total Units		60

1 Course may also count toward additional degree requirements. Please consult with Academic Advisement.

2 See Graphic Communications Faculty Adviser for sequencing of graphic communications requirements.

1st semester		**Units**
ART 101	Drawing I	3
English [3]		3
GRC 100	Introduction To Graphic Arts and Media Technologies	3
GRC 116	Introduction to Digital Art & Design	3
Math [4]		3
	Semester Total	15
2nd semester		
Communications [3]		3
Elective [4, 5]		3
Fine Arts-Humanities-Social Science/Diversity [2]		3
GRC 117	Introduction to Motion Graphics	3
GRC 200	Design Thinking & Methodologies	3
	Semester Total	15
3rd semester		
GRC 175	Web Design I	3
CIT 151	Beginning Web Development	3
Elective [4,5]		3
Science [3]		3
US/NV Constitution [4]		3
	Semester Total	15
4th semester		
CIT 152	Web Script Language Programming	3
GRC 275	Web Design II	3
GRC 210	Typography I	3
GRC 294	Portfolio Workshop	3
Human Relations [4]		3
	Semester Total	15
	Total Units	60

3 See approved General Education list for the AAS Degree. (p. 201)

4 See program recommendations or requirements.

5 See Graphic Communications Faculty Adviser for graphic communications elective requirements.

Graphic Arts & Media Technology, Advanced Certificate

The Advanced Certificate, Graphic Arts & Media Technology offers advanced classes that further develop skills for employment, and serves as the third year of an on-site four-year degree program. The program instructs in both theory and application of current print and display-based media and graphics software and technologies. Students completing the advanced certificate will be eligible to enter the fourth year of a Bachelor of Arts program.

Tracks

- Graphic Design (p. 127)
- Motion Graphics (p. 128)
- Web/UI Development (p. 128)

Graphic Arts & Media Technology, Advanced Certificate

Graphic Design Track

The Advanced Certificate, Graphic Arts & Media Technology, Graphic Design Track, offers advanced classes that further develop skills for employment, and serves as the third year of an on-site four-year degree program. The program instructs in both theory and application of graphic design for print and display-based media including current graphics software and technologies. Students completing the advanced certificate will be eligible to enter the fourth year of a Bachelor of Arts program.

Outcomes

Students completing the certificate will:

- Understand and apply historical and current design theories and concepts in the production of visually engaging media that meets the requirements of the graphics industry.
- Acquire a broad skill set in current graphics related technologies, including computer software applications, processes and other production techniques used in the graphics industry.

Admission into the Advanced Certificate Program requires either completion of the Associate of Arts degree in Graphic Arts & Media

Technology or completion of the Associate of Applied Science degree in Graphic Communications. Note: students with an AAS may also need to complete Fine Arts/Humanities (3) and Science (3) courses. All students must satisfy General Education Certificate requirements of Communications (3), Mathematics (3), and Human Relations (3) courses. Program Advisement is highly recommended. Please contact the department to make an appointment or for more information.

Code	Title	Units
Core Business Course		
BUS 330	Business Presentations	3
Graphic Design Track - Production Courses		
GRC 310	Typography II	3
GRC 353	Commercial Printing Processes II	3
GRC 355	Graphic Design II	3
Graphic Design Track - Production Electives		**9**
Choose and three 200- or 300-level GRC or VIS courses not listed above		
Core History Courses		
GRC 300	History of Graphic Arts and Media Technologies	3
Choose one from the following list:		3
ART 260	Survey of Art History I	
ART 261	Survey of Art History II	
ART 270	Women in Art	
ART 295	Special Topics in Art History	
Core Capstone Course		
GRC 390	Junior Capstone	3
Total Units		30

For a suggested program sequence, please contact the GRC Program office at 775-673-7291.

Graphic Arts & Media Technology, Advanced Certificate

Motion Graphics Track

The Advanced Certificate, Graphic Arts & Media Technology, Motion Graphics Track, offers advanced classes that further develop skills for employment, and serves as the third year of an on-site four-year degree program. The program instructs in both theory and application for motion and time-based media including current software and technologies for video production and animation. Students completing the advanced certificate will be eligible to enter the fourth year of a Bachelor of Arts program.

Outcomes

Students completing the certificate will:

- Understand and apply historical and current design theories and concepts in the production of visually engaging media that meets the requirements of the graphics industry.
- Acquire a broad skill set in current graphics related technologies, including computer software applications, processes and other production techniques used in the graphics industry.

Admission into the Advanced Certificate Program requires either completion of the Associate of Arts degree in Graphic Arts & Media Technology, or completion of the Associate of Applied Science degree in Graphic Communications. Note: students with an AAS may also need to complete Fine Arts/Humanities (3) and Science (3) courses. All students must satisfy General Education Certificate requirements of Communications (3), Mathematics (3), and Human Relations (3) courses. Program Advisement is highly recommended. Please contact the department to make an appointment or for more information.

Code	Title	Units
Core Business Course		
BUS 330	Business Presentations	3
Motion Graphics Track - Production Courses - Choose 9 credits from the following:		**9**
GRC 335	Compositing and Visual Effects	
GRC 340	3D Rigging and Animation	
VIS 212	Digital Editing	
VIS 330	Digital Animation II	
Motion Graphics Track - Production Electives		**9**
Choose and three 200- or 300-level GRC or VIS courses not listed above		
Core History Courses		
GRC 300	History of Graphic Arts and Media Technologies	3
Choose one from the following list:		3
ART 260	Survey of Art History I	
ART 261	Survey of Art History II	
ART 270	Women in Art	
ART 295	Special Topics in Art History	
Core Capstone Course		
GRC 390	Junior Capstone	3
Total Units		30

For a suggested program sequence, please contact the GRC Program office at 775-673-7291.

Graphic Arts & Media Technology, Advanced Certificate

Web/UI Development Track

The Advanced Certificate, Graphic Arts & Media Technology, Web/UI Development Track, offers advanced classes that further develop skills for employment, and serves as the third year of an on-site four-year degree program. The program instructs in both theory and application of current web and user interface design software and programming technologies. Students completing the advanced certificate will be eligible to enter the fourth year of a Bachelor of Arts program.

Outcomes

Students completing the certificate will:

- Understand and apply historical and current design theories and concepts in the production of visually engaging media that meets the requirements of the graphics industry.

- Acquire a broad skill set in current graphics related technologies, including computer software applications, processes and other production techniques used in the graphics industry.

Admission into the Advanced Certificate Program requires either completion of the Associate of Arts degree in Graphic Arts & Media Technology or completion of the Associate of Applied Science degree in Graphic Communications. Note: students with an AAS may also need to complete Fine Arts/Humanities (3) and Science (3) courses. All students must satisfy General Education Certificate requirements of Communications (3), Mathematics (3), and Human Relations (3) courses. Program Advisement is highly recommended. Please contact the department to make an appointment or for more information..

Code	Title	Units
Core Business Course		
BUS 330	Business Presentations	3
Production Courses		
GRC 365	Web & User Interface Design	3
GRC 370	Content Management Systems	3
CIT 251	Advanced Web Development	3
CIT 257	Web Languages	3
Production Electives		**6**
Choose any two 200- or 300-level GRC or VIS courses not listed above		
Core History Courses		
GRC 300	History of Graphic Arts and Media Technologies	3
Choose one from the following list:		3
ART 260	Survey of Art History I	
ART 261	Survey of Art History II	
ART 270	Women in Art	
ART 295	Special Topics in Art History	
Core Capstone Course		
GRC 390	Junior Capstone	3
Total Units		30

For a suggested program sequence, please contact the GRC Program office at 775-673-7291.

Graphic Communications, Certificate of Achievement

The Certificate of Achievement, Graphic Communications prepares students for jobs in areas of graphic communications. This includes graphic design, advertising design, web design, videography, and motion graphics. The program instructs in both theory and application on the latest print and display-based graphics software. GRC certificates are for students who may have a degree or have industry experience and are looking for certification in their field.

Outcomes

Students completing the certificate will:

- Understand and apply historical and current design theories and concepts in the production of visually engaging media that meets the requirements of the graphic communications industry.
- Acquire a broad skill set in current graphics related technologies, including computer software applications, processes and other production techniques used in the graphic communications industry.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Preferred:		
BUS 107	Business Speech Communications	
or COM 113	Fundamentals of Speech Communications	
Or select from the following:		
ENG 101	Composition I	
or ENG 113	Composition I for International Students	
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
ENG 107	Technical Communications I	
ENG 108	Technical Communications II	
ENG 220	Writing Poetry	
ENG 221	Writing Fiction	
COM 215	Introduction to Group Communication	
Human Relations		*3*
Preferred:		
MGT 212	Leadership and Human Relations	
Or select from the following:		
CE 201	Workplace Readiness	
MGT 171	Supervision	
MGT 201	Principles of Management	
MGT 235	Organizational Behavior	
PSY 102	Psychology of Personal and Social Adjustment	
Mathematics		*3*
Preferred:		
BUS 117	Business Calculations and Methods	
or MATH 120	Fundamentals of College Mathematics	
Or select from the following:		
CUL 245	The Business Chef	
ECON 261	Principles of Statistics I	
ECON 262	Principles of Statistics II	
All other MATH courses 100-level or above		
PSY 210	Introduction to Statistical Methods	
SOC 210	Introduction to Statistical Methods	
Certificate Requirements		

Select 21 units from the following:		21
GRC 100	Introduction To Graphic Arts and Media Technologies	
GRC 116	Introduction to Digital Art & Design	
GRC 117	Introduction to Motion Graphics	
GRC 125	Graphics Software Certification	
GRC 132	Drawing for Animation	
GRC 135	Storyboarding	
GRC 153	Commercial Printing Processes	
GRC 175	Web Design I	
GRC 182	Digital Video Production	
GRC 200	Design Thinking & Methodologies	
GRC 210	Typography I	
GRC 220	Graphic Design I	
GRC 275	Web Design II	
GRC 282	Motion Graphics for Video	
GRC 284	3D Modeling and Texturing	
GRC 294	Portfolio Workshop	
VIS 120	Introduction to Animation	
Total Units		30

For a suggested program sequence, please contact the GRC Program office at 775-673-7291.

Health Sciences, Certificate of Achievement

The Health Sciences, Certificate of Achievement offers students options for entry-level employment in allied health and fulfills many prerequisite requirements for accredited health sciences training programs. Students completing one of these areas of concentration may gain an advantage in the competitive selection process of health sciences programs.

Certificates of Achievement

- Health Science (p. 130)

Health Sciences, Certificate of Achievement

The Health Sciences, Certificate of Achievement prepares students for entry-level employment in allied health and fulfills many prerequisite requirements for accredited health sciences training programs. Students completing this certificate may gain an advantage in the competitive selection process of health sciences programs. This program is not yet eligible for financial aid and has been submitted to the U.S. Department of Education for approval. It is, however, eligible for any scholarships a student might receive.

- Apply the scientific method, describe cell and tissue structure, and describe skeletal, muscular, digestive and lymphatic systems and their interrelationships.
- Identify the components of the circulatory, nervous, integumentary, respiratory, endocrine, urinary, reproductive and immune systems and describe their interrelationships

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
GENERAL EDUCATION REQUIREMENTS		
Communications		
Required:		
ENG 101	Composition I	3
or ENG 113	Composition I for International Students	
Human Relations		*3*
Mathematics		*3*
Required:		
MATH 120	Fundamentals of College Mathematics (or higher)	
Recommended:		
MATH 126	Pre-Calculus I	
CERTIFICATE REQUIREMENTS		
BIOL 190A	Introduction to Cell and Molecular Biology	3
BIOL 190L	Introduction to Cell and Molecular Biology Laboratory	1
BIOL 223	Human Anatomy and Physiology I	4
BIOL 224	Human Anatomy and Physiology II	4
ELECTIVE REQUIREMENTS		
Select 9 of the following:		9
BIOL 251	General Microbiology [1]	
CHEM 121	General Chemistry I [1]	
CHS 200	Introduction to Public Health Biology [1]	
CLS 151	Phlebotomy [2]	
CLS 152	Applied Phlebotomy [2]	
CLS 153	Phlebotomy Clinical Practicum [2]	
HIT 180	Health Information Management [1]	
NURS 130	Nursing Assistant [3]	
NURS 140	Medical Terminology [4]	
PHYS 100	Introductory Physics [1]	
RAD 101	Exploration of Radiology [3]	
SRGT 101	Introduction to Surgical Technology [4]	
Or any of the following subjects: BIOL, CHS, CHEM, PHYS, NUTR		
Total Units		30

[1] Will count towards the Admission Criteria Point System for the Radiologic Technology, AAS. Please consult with Academic Advising.

[2] Will count towards the Phlebotomy Skills Certificate.

[3] Required for application and admission into the Radiologic Technology, AAS. Please consult with Academic Advising.

[4] Required for College of Southern Nevada's Surgical Technology, AAS. Please consult with Academic Advising.

1st semester		Units
ENG 101	Composition I	3
Elective [6]		3
Human Relations [5]		3
Mathematics [6]		3
	Semester Total	12
2nd semester		
BIOL 190		3
BIOL 190L	Introduction to Cell and Molecular Biology Laboratory	1
Elective [6]		6
	Semester Total	10
3rd semester		
BIOL 223	Human Anatomy and Physiology I (Fast track)	4
BIOL 224	Human Anatomy and Physiology II (Fast Track)	4
	Semester Total	8
	Total Units	30

[5] See approved General Education list for the AAS Degree. (p. 201)

[6] See program recommendation or requirements

History

Degrees

History, AA (p. 131)

History, AA

This program can be completed 100% online.

The Associate of Arts, History is intended to serve those students seeking to transfer into a baccalaureate program in History. This emphasis area stresses historical thinking skills as well as historical knowledge.

- University of Nevada, Reno

Outcomes

Students completing the degree will:

- Evaluate historical arguments and interpretations.
- Interpret evidence found in primary sources and develop a historical argument based on and sustained by the evidence available.
- Write historical essays that are coherent, cogent, and grammatically correct.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Humanities		*3*
Mathematics		*3*
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*
Social Science		*3*
Required:		
HIST 101	US History to 1877	
Additional College Requirements		
Diversity [2]		*[3]*
Recommended:		
HIST 208	World History I	
or HIST 209	World History II	
or HIST 227	Introduction to Latin American History & Culture I	
or HIST 228	Intro to Latin American History and Culture II	
or HIST 291	Intro to Women's History and Literature in the US	
Foreign Language		*0-14*
U.S. and Nevada Constitutions		*[3]*
Recommended:		
HIST 102	U. S. History since 1877	
Degree Requirements		
HIST 105	European Civilization to 1648	3
HIST 106	European Civilization since 1648	3
HIST 251	Introduction to Historical Methods	3
Select 9 units from the following courses. See Diversity recommendations above. 1 course should satisfy the diversity requirement:		9
HIST 208	World History I	
HIST 209	World History II	
HIST 217	Nevada History	
HIST 227	Introduction to Latin American History & Culture I	
HIST 228	Intro to Latin American History and Culture II	
HIST 291	Intro to Women's History and Literature in the US	
HIST 295	Special Topics in History	
Electives		
Select 4-18 units of any transferable courses		4-18
Total Units		60

[1] If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.

[2] Course may also count toward degree requirements. Please consult with Academic Advisement.

1st semester		Units
English [4]		3
Foreign Language [5]		4
HIST 101	US History to 1877	3
HIST 105	European Civilization to 1648	3
Mathematics [3]		3
	Semester Total	16
2nd semester		
ENG 102	Composition II	3
or ENG 114	or Composition II For International Students	
Fine Arts [3]		3
Foreign Language [5]		4
Science [3]		3
U.S. and Nevada Constitutions [4]		3
	Semester Total	16
3rd semester		
Emphasis [4]		3
Foreign Language [5]		3
Humanities [3]		3
Science [3]		3
HIST 106	European Civilization since 1648	3
	Semester Total	15
4th semester		
Elective [4]		1
Emphasis [4]		3
Emphasis/Diversity [4]		3
Foreign Language [5]		3
HIST 251	Introduction to Historical Methods	3
	Semester Total	13
	Total Units	60

[3] See approved General Education list for the AA/AS Degree. (p. 197)
[4] See program recommendations or requirements.
[5] See approved Foreign Language list for the AA Degree. (p. 200)

Hospitality and Tourism

Degrees

Hospitality and Tourism, AA (p. 132)

Hospitality and Tourism Management, AA

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Las Vegas

The Associate of Arts, Hospitality and Tourism Management program will offer a broad educational approach to a career in the hospitality industry. Its varied courses of study will prepare students with both the business concepts and operational competencies necessary to enter any segment of the industry upon graduation. In addition to the college's general education requirements, students will take classes specific to the industry including an introduction to hospitality, career development, computer applications for hospitality and tourism, hospitality service management, housekeeping and front desk operations. Students will also study financial accounting, introduction to human resources management, and basic culinary skills development. This approach will offer prospective employers a well-rounded graduate who understands day-to-day operations, has critical thinking and problem-solving skills and can adapt to a multitude of positions.

This program will prepare students for supervisory positions in the industry or to transfer to a bachelor degree program, which will ultimately provide a pathway to careers, including but not limited to, lodging management, food service management, hotel operations, resort management, ski resort management, airline/transportation industry, sustainable tourism, outdoor recreation and leadership, small tourism business management, events management, and entertainment arts management.

TMCC has partnered with UNLV and Sierra Nevada College to provide a seamless pathway for TMCC students to achieve their bachelor's degree in Hospitality and Tourism Management. Students who successfully complete this degree will be eligible for transfer to upper division status at the University of Nevada, Las Vegas's William F. Harrah College of Hospitality or to Sierra Nevada College.

Outcomes

Students completing the degree will:

- Apply the basic principles of critical thinking and problem solving when examining hospitality and tourism trends and issues.
- Communicate effectively in written, spoken, visual and digital modes to different audiences (e.g. industry leaders, employees, employers, faculty and peers).
- Synthesize and evaluate core concepts in the areas of hospitality management, housekeeping operations, front desk operations, and technology and applications for hospitality and tourism.
- Reinforce knowledge of key factors that contribute to service quality and guest satisfaction in services.
- Recognize and market learning and professional experiences acquired as part of the hospitality degree program.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*6*
ENG 101	Composition I	
ENG 102	Composition II	
Mathematics		*3*
MATH 120	Fundamentals of College Mathematics	
Fine Arts [1]		*3*
Humanities [2]		*3*
Recommended:		
ENG 231	World Literature I	
or ENG 232	World Literature II	
Science [3]		*6*
Must include one lab		
Social Science [4]		*3*
Recommended:		
PSC 101	Introduction to American Politics	
or CH 203	American Experiences and Constitutional Change	
or HIST 111	Survey of U.S. Constitutional History	
Additional College Requirements		
Diversity [5]		*[3]*
Recommended:		
ENG 231	World Literature I	
or ENG 232	World Literature II	
U.S. and Nevada Constitutions [4, 5]		*[3]*
Recommended:		
PSC 101	Introduction to American Politics	
or CH 203	American Experiences and Constitutional Change	
or HIST 111	Survey of U.S. Constitutional History	
Degree Requirements		
COM 101	Oral Communication [6]	3
or COM 113	Fundamentals of Speech Communications	
or BUS 107	Business Speech Communications	
PHIL 102	Critical Thinking and Reasoning	3
or COM 217	Argumentation and Debate	
CUL 105	Basic Skills Development	3
HMD 101	Introduction to Hospitality	3
HMD 120	Introduction to the Customer Experience	3
HMD 220	Facilitating the Customer Experience	3
HMD 225	Foundations of Hospitality Leadership	3
ACC 201	Financial Accounting	3
MGT 283	Introduction to Human Resources Management	3
Electives [7]		**9**
HMD 202	Housekeeping Operations	
HMD 203	Front Office Operations	
HMD 226	Hospitality Technology Management	
TCA 201	Hospitality Career Development	
IDS 299	General Internship Program	
HMD 198	Special Topics in Hospitality and Tourism Management	
MGT 201	Principles of Management	
MKT 210	Marketing Principles	
SPAN 111	First Year Spanish I	
Total Units		60

1. See approved General Education list for the AA/AS Degree (p. 197).
2. ENG 231 or ENG 232 required if transferring to UNLV.
3. See approved General Education (p. 197) options.
4. PSC 101 required if transferring to UNLV.
5. May also double count toward degree requirements (*Humanities and Diversity*, *Social Science and U.S. and Nevada Constitutions*). Please consult with Academic Advisement.
6. COM 101 required if transferring to UNLV.
7. Students should choose specific elective courses (9 credits) based on requirements of transfer agreements for the school of choice. TCA 201, HMD 202, HMD 203 and HMD 226 are accepted as electives if transferring to UNLV. Please consult with Academic Advising.

1st semester		**Units**
ENG 101	Composition I	3
Non-Lab Science		3
MATH 120	Fundamentals of College Mathematics	3
COM 101 or COM 113 or BUS 107	Oral Communication or Fundamentals of Speech Communications or Business Speech Communications	3
HMD 101	Introduction to Hospitality	3
	Semester Total	15
2nd semester		
ENG 102	Composition II	3
Lab Science		3
Social Science/U.S. and NV Constitutions		3
CUL 105	Basic Skills Development	3
HMD 120	Introduction to the Customer Experience	3
	Semester Total	15
3rd semester		
ACC 201	Financial Accounting	3
Diversity/Humanities		3
Elective		6
HMD 220	Facilitating the Customer Experience	3
	Semester Total	15
4th semester		
PHIL 102 or COM 217	Critical Thinking and Reasoning or Argumentation and Debate	3
Fine Arts		3
HMD 225	Foundations of Hospitality Leadership	3
MGT 283	Introduction to Human Resources Management	3
Elective		3
	Semester Total	15
	Total Units	60

Human Development and Family Studies

Degrees

Human Development and Family Studies, AA (p. 134)

Human Development and Family Studies, AA

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Human Development and Family Studies emphasis prepares students to work with children, youth, and families in a variety of settings. The program is a study of theories and research of the human lifecycle, family systems, and the larger socio-economic environment. The Associate of Arts degree is designed to transfer to UNR. Students complete lower division courses at TMCC and then transfer to UNR to complete a Bachelor of Science degree in HDFS. Students are encouraged to obtain academic advisement from early childhood education faculty to facilitate the university transfer process.

Outcomes

Students completing this degree will:

- Identify and describe elements of the developmental domains of the human lifecycle.
- Apply knowledge of human development, theory, and practices in practical settings.
- Demonstrate the scope of knowledge and skills required to gain entry into a baccalaureate degree program.

Field Experience and Practicum Experience:

The HDFS Degree requires courses with field experience and practicum experience in early childhood classrooms with young children (birth to age five).

- Students must complete the practicum experience through TMCC.
- Students are required to have fingerprints, an approved background check, and a clear TB test prior to enrolling in courses with field experience or practicum experience. If a student fails to meet these requirements, or if the background check is not approved, the student will not be permitted to participate in courses with field experience or practicum experience.
- Students must meet all of the prerequisite/corequisite requirements, as well as have the practicum instructor's approval prior to enrolling in a practicum course.
- Two semesters of practicum are required. Students must complete the practicum courses in two, consecutive fall and spring semesters, during the final year of the ECE program of study.
- Students must work with the practicum instructor to arrange a practicum schedule and placement site.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English [1]		*3-6*
Required		
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Fine Arts		*3*
Humanities		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change	
Mathematics		*3*
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*
Required:		
NUTR 121	Human Nutrition	3
Social Science		*3*
Required:		
PSY 101	General Psychology	
Additional College Requirements		
Diversity [4]		*[3]*
U.S. & Nevada Constitutions		*[3]*
Recomended:		
CH 203	American Experiences and Constitutional Change	
Degree Requirements [2]		
ECE 204	Principles of Child Guidance	3
HDFS 201	Lifespan Human Development	3
HDFS 202	Introduction to Families	3
HDFS 232	Diversity in Children	3
SOC 101	Principles of Sociology	3
ECE 250	Introduction to Early Childhood Education	3
Elective Requirements		
Choose 18 units of electives. [1]		18
ANTH 101	Introduction to Cultural Anthropology	
BIOL 105	Introduction to Neuroscience	
COM 101	Oral Communication	
CPD 116	Substance Abuse-Fundamental Facts and Insights	
ECE 231	Preschool Practicum: Early Childhood Lab [3]	

EDU 208	Students with Diverse Abilities and Backgrounds	
PSY 233	Child Psychology	
WMST 101	Introduction to Women's Studies	
WMST 250	Introduction to Feminist Theory	
Total Units		60

[1] If you place into ENG 102 or ENG 114 you will need an additional 3 units electives.

[2] A student must maintain a cumulative grade point average of 2.0 (C) or better, and a minimum grade of "C" must be earned in each of the degree and elective requirements.

[3] Students must complete the practicum experience through TMCC.

[4] Satisfied through emphasis requirements.

1st semester		Units
ECE 250	Introduction to Early Childhood Education	3
Electives [6]		3
English [1, 6]		0-3
HDFS 201	Lifespan Human Development	3
Mathematics [6]		3
	Semester Total	15
2nd semester		
ECE 204	Principles of Child Guidance	3
Electives [6]		3
English [1]		0-3
Fine Arts [5]		3
HDFS 232	Diversity in Children	3
SOC 101	Principles of Sociology	3
	Semester Total	15
3rd semester		
Electives [6]		6
HDFS 202	Introduction to Families	3
NUTR 121	Human Nutrition	3
PSY 101	General Psychology	3
	Semester Total	15
4th semester		
Electives [6]		9
Humanities/U.S. and Nevada Constituitons [6]		3
Science [5]		3
	Semester Total	15
	Total Units	60

[5] See approved General Education list for the AA/AS Degree. (p. 197)

[6] See program recommendations or requirements.

Humanities

Degrees

- Communication Studies, AA (p. 135)
- Spanish, AA (p. 136)

Communication Studies, AA

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Arts, Communication Studies is designed for students seeking careers in the communication field and for those who hope to enhance their employment potential. The degree requirements include general education courses that help students gain a breadth of knowledge in a wide array of disciplines. Students will also focus upon theoretical, methodological, and practical application of communication in the public and private sectors. The course of study is designed as a university transfer degree or for students wishing to enter the workforce in entry-level positions. The Associate of Arts degree is fully accepted at any four-year institution in the NSHE system and is fully transferable to most four-year schools in the nation.

Outcomes

Students completing the degree will:

- Understand the theories and methods used by communication experts.
- Integrate fundamental principles of the communication studies discipline, including: the contextualization and application of communication theory, the utilization of critical thinking, the demonstration of interpersonal communication strategies, the participation in effective groups, the integration of information literacy, the construction of well-developed communication messages, the demonstration of strong listening skills, and the interpretation of nonverbal communication.
- Conduct research, analyze data, and develop written reports on specific topics within the communication studies discipline.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Recommended:		
THTR 105	Introduction to Acting I	
Humanities		*3*
Recommended:		
PHIL 210	World Religions (also satisfies Diversity)	

Mathematics		*3*
MATH 120 or Higher		
Science		*6*
Social Science		*3*
Recommended:		
PSY 101	General Psychology	
Additional College Requirements		
Diversity		*[3]*
Foreign Language		0-14
U.S. and Nevada Constitutions		*3*
Degree Requirements		
COM 113	Fundamentals of Speech Communications [2]	3
COM 212	Introduction to Communication Research [2]	3
COM 217	Argumentation and Debate [2]	3
COM 101	Oral Communication [2]	3
Elective Requirements [3]		**7-21**
Total Units		60

1 If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.

2 Students must maintain a cumulative grade point average of 2.0 (C) or better and must earn a “C” or better in each Communication course.

3 For a list of transferable electives, please consult with Academic Advisement.

1st semester		**Units**
COM 113	Fundamentals of Speech Communications	3
ENG 101	Composition I	3
Foreign Language [6]		4
Humanities [4]		3
Mathematics [4]		3
	Semester Total	16
2nd semester		
COM 101	Oral Communication	3
ENG 102	Composition II	3
Foreign Language [6]		4
Science		3
U.S. and Nevada Constitutions [4]		3
	Semester Total	16
3rd semester		
COM 217	Argumentation and Debate	3
Elective [5]		6
Foreign Language [6]		3
Science [4]		3
	Semester Total	15
4th semester		
COM 212	Introduction to Communication Research	3
Electives [5]		1
Fine Arts [4]		3
Foreign Language [6]		3
Social Science [5]		3
	Semester Total	13
	Total Units	60

4 See approved General Education list for the AA/AS Degree. (p. 197)

5 See program recommendations or requirements.

6 See approved Foreign Language list for the AA Degree. (p. 200)

Spanish, AA

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Arts, Spanish emphasizes the study of the Spanish language structures and cultural topics with a focus on the development of communicative proficiency in listening, speaking, reading and writing. A cultural-comparative approach will be drawn throughout the program, focusing on history and literature from Spain and Hispanic Latin American countries. The Spanish degree allows the TMCC Humanities department to serve those students seeking transfer into a baccalaureate program.

Outcomes

Students completing the degree will:

- Read, understand, interpret and communicate spoken and/or written Spanish.
- Identify values and cultural mores associated with Hispanic Iberian and Latin American cultures.
- Explain and analyze the major historical challenges of Spain and Hispanic Latin American countries and appraise their popular cultures and literature.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	**Title**	**Units**
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Humanities		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change	
Mathematics		*3*

MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*
Social Science		*3*
Additional College Requirements		
Diversity [2]		*[3]*
Foreign Language		*0-14*
Required:		
SPAN 111	First Year Spanish I	
SPAN 112	First Year Spanish II	
SPAN 211	Second Year Spanish I	
SPAN 212	Second Year Spanish II	
U.S. and Nevada Constitutions [2]		*[3]*
Degree Requirements		
SPAN 221	Iberia and Its Cultures	3
SPAN 222	Hispanic-America and Its Culture	3
SPAN/HUM 225	A Cultural Perspective: Spain...New Mexico	3
Elective Requirements		**13-27**
Recommended:		
PHIL 102	Critical Thinking and Reasoning	
HIST 227	Introduction to Latin American History & Culture I	
HIST 228	Intro to Latin American History and Culture II	
Select any approved university transfer course.		
Total Units		60

[1] If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.

[2] Course may also count toward degree requirements. Please consult with Academic Advisement.

1st semester		**Units**
ENG 101	Composition I	3
or ENG 113	or Composition I for International Students	
Mathematics [3]		3
Science [3]		3
Social Science [3]		3
SPAN 111	First Year Spanish I	4
	Semester Total	16
2nd semester		
ENG 102	Composition II	3
or ENG 114	or Composition II For International Students	
Humanities/U.S. and Nevada Constitutions [3]		3
SPAN 112	First Year Spanish II	4
Science [3]		3
SPAN 221	Iberia and Its Cultures	3
	Semester Total	16
3rd semester		
Fine Arts [3]		3
Elective [4]		6
SPAN 211	Second Year Spanish I	3
SPAN 222	Hispanic-America and Its Culture	3
	Semester Total	15
4th semester		
Elective [4]		7
SPAN 212	Second Year Spanish II	3
SPAN 225	A Cultural Perspective: Spain...New Mexico (same as HUM 225)	3
	Semester Total	13
	Total Units	60

[3] See approved General Education list for the AA/AS Degree. (p. 197)

[4] See program recommendations or requirements.

Logistics Management

BAS AAS Logistics Operations Management Degrees

Bachelors Degrees

- Logistics Operations Management, BAS (p. 137)

Associate Degrees

- Logistics Management, AAS (p. 139)

Certificates of Achievement

- Logistics Management, Certificate of Achievement. (p. 140)

Logistics Operations Management, BAS

The Bachelor of Applied Science, Logistics Operations Management is a four-year degree which provides students with the technical expertise and knowledge needed to meet the Northern Nevada operations and logistics industry technical workforce needs. The Logistics Management AAS and Production Systems AAS are feeder degrees to the program. Students' year 3, semester 1 classes are dependent on the AAS they earned. This degree responds to employers' expressed needs to have a well-qualified logistics operations workforce trained and ready to meet workforce demand, thus ensuring long-term economic success for the region.

Outcomes

Students completing this degree will:

- Identify the underlying principles of the role of logistics operations management within business.
- Apply the concepts of the professional skills and competency in logistics operations management, such as transportation, procurement, operations design, supervision and management, safety, and warehousing.
- Will be prepared to work as logistics operations professionals within one or more of the job categories related to this field.

To earn a Bachelor's Degree students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)

2. Satisfy General Education requirements for Bachelor's degrees (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
3. Complete 120 units in total.
   - 32 units must be completed at TMCC.
   - 40 units must be Upper Divisional.
4. Have no financial or library obligation to the college.

Students may apply for admission to the BAS in Logistics Management prior to completion of their AAS degree and may work on lower and upper division coursework simultaneously if needed to ensure timely completion of the program. It is recommended that students who wish to do this, work with the department to plan an appropriate course sequence.

Code	Title	Units
General Education Requirements for a Bachelor's degree must be met. Depending on courses taken in the AAS, you may be required to take additional units to satisfy these requirements.		
English [1]		*[3-6]*
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Fine Arts		*[3]*
Humanities		*[3]*
Mathematics		
Required:		
MATH 120	Fundamentals of College Mathematics (or higher)	[3]
Science		*[6]*
Social Science		
Required:		
ECON 102	Principles of Microeconomics	[3]

Code	Title	Units
Students entering with either AAS in Productions Systems or Logistics Management will need to follow the specified courses in the first semester. All other students must complete all courses from option 1 and option 2.		**60**
Select Option 1 or 2		*12*
Option 1 for AAS in Productions Systems graduates:		
LGM 202	International Logistics Management	[3]
LGM 209	Logistics and Quality Management Tools II	[3]
LGM 210	Studies in Procurement and Logistics	[3]
LGM 212	Transportation Management	[3]
Option 2 for AAS in Logistics Management graduates:		
DFT 110	Print Reading for Industry	[3]
MPT 110	Automated Production Concepts I [2]	[3]
MPT 140	Quality Control [2]	[3]
MPT 135	Material Handling [2]	[2]
OSH 222	General Industry Safety	[1]
Degree requirements for all students:		
BUS 325	Legal Environment	3
BUS 330	Business Presentations	3
LGM 320	Logistics Security	3
LGM 330	Warehousing	3
LGM 340	Production & Logistics Information Systems	3
LGM 352	Decision Modeling for Logistics	3
LGM 410	Finance and Budgeting	3
LGM 420	Safety and Risk Management	3
LGM 450	Sustainability: Environmental and Financial Impact	3
LGM 460	Legal Concepts for Transportation and Logistics Management	3
LGM 470	Import Export Management	3
SCM 474	Purchasing and Global Sourcing	3
Science Lab, GE		3
EMHS 429	Transportation Systems: Security and multi-modal transportation	3
Capstones:		6
LGM 490	Field Study and Research Capstone	
LGM 491	Logistics Operations Management Internship	
or LGM 440		
Total Units		120

1 If you place into ENG 102 (http://catalog.tmcc.edu/search/?P=ENG%20102) or ENG 114 (http://catalog.tmcc.edu/search/?P=ENG%20114), there are no additional units of English required for the BAS. Students must have a total of 120 units to complete the BAS degree.

2 Must complete all modules to meet total unit requirements.

1st semester		Units
Option 1: Entering with AAS in Productions Systems		
LGM 202	International Logistics Management	3
LGM 209	Logistics and Quality Management Tools II	3
LGM 210	Studies in Procurement and Logistics	3
LGM 212	Transportation Management	3
BUS 225	Business Operations Applied Statistics	3
	Semester Total	15
	Total Units	15

1st semester		Units
Option 2: Entering with AAS in Logistics Management		
BUS 325	Legal Environment	3
LGM 320	Logistics Security	3
LGM 340	Production & Logistics Information Systems	3
DFT 110	Print Reading for Industry	3
MPT 110	Automated Production Concepts I	3
	Semester Total	15
	Total Units	15

1st semester		Units
Total Units from AAS degree		60
Total units from option 1 or 2:		15
	Semester Total	75
2nd semester		
LGM 330	Warehousing	3
LGM 352	Decision Modeling for Logistics	3

BUS 330	Business Presentations	3
Science : GE Lab		3
MPT 140	Quality Control	3
	Semester Total	15
3rd semester		
LGM 410	Finance and Budgeting	3
LGM 420	Safety and Risk Management	3
SCM 474	Purchasing and Global Sourcing	3
LGM 490	Field Study and Research Capstone	3
EMHS 429	Transportation Systems: Security and multi-modal transportation	3
	Semester Total	15
4th semester		
LGM 450	Sustainability: Environmental and Financial Impact	3
LGM 460	Legal Concepts for Transportation and Logistics Management	3
LGM 470	Import Export Management	3
LGM 491 or LGM 440	Logistics Operations Management Internship or	3
MPT 135	Material Handling	2
OSH 222	General Industry Safety	1
	Semester Total	15
	Total Units	120

Business, AAS

Logistics Management

This program can be completed 100% online.

The Associate of Applied Science, Business, Logistics Management will provide the student with a degree in the field of logistics management. The program is well suited to the student seeking to obtain a career at the entry level of logistics management. Students will graduate with a core set of knowledge and skills that will allow them to advance in the logistics industry. Successful completion of this degree constitutes completion of the first 60 credits towards the Bachelor of Applied Science - Logistics Management degree.

Outcomes

Students completing the degree will:

- Identify the underlying theories and principles of the role of logistics management within business that is associated with the applied utilization of logistics knowledge.
- Identify, explain, and practice the tools that are used in entry to mid-level logistics positions, including Total Quality Management, Six Sigma, Lean and others.
- Identify the characteristics, uses, and purposes of the software used in the logistics industry.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English/Communications		
Required:		
ENG 102	Composition II	3
or ENG 114	Composition II For International Students	
Select one English/Communications course (except: EPY 101 which will not satisfy the requirement for this degree)		3
Fine Arts/Humanities/Social Science		*3*
Recommended:		
ART 263	Survey of African, Oceanic, & Native American Art	
ART 270	Women in Art	
DAN 101	Dance Appreciation	
THTR 210	Theatre: a Cultural Context	
Human Relations		*3*
Recommended:		
MGT 171	Supervision [2]	
Mathematics		*[3]*
Required:		
MATH 120	Fundamentals of College Mathematics (or higher)	3
Science		*3*
Additional College Requirements		
Diversity [1]		*[3]*
Recommended:		
ART 263	Survey of African, Oceanic, & Native American Art	
ART 270	Women in Art	
DAN 101	Dance Appreciation	
THTR 210	Theatre: a Cultural Context	
U.S. and Nevada Constitutions		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change	
or PSC 101	Introduction to American Politics	
Degree Requirements		
ACC 135	Bookkeeping I	3
or ACC 201	Financial Accounting	
BUS 108	Business Letters and Reports	3
ECON 102	Principles of Microeconomics	3
ECON 103	Principles of Macroeconomics	3
LGM 209	Logistics and Quality Management Tools II	3
MGT 212	Leadership and Human Relations	3
MKT 210	Marketing Principles	3
Emphasis Requirements		
LGM 201	Essentials of Logistics Management	3
LGM 202	International Logistics Management	3

LGM 208	Logistics and Quality Management Tools I	3
LGM 210	Studies in Procurement and Logistics	3
LGM 212	Transportation Management	3
BUS 225	Business Operations Applied Statistics	3
Total Units		60

[1] May also count toward degree requirements. Please consult with Academic Advisement.

[2] If planning on completing the BAS in Logistics Operations Management, MGT 171 is required.

1st semester		**Units**
ENG 101 or ENG 113	Composition I or Composition I for International Students	3
Human Relations [4]		3
LGM 201	Essentials of Logistics Management	3
LGM 202	International Logistics Management	3
LGM 212	Transportation Management	3
	Semester Total	15
2nd semester		
ENG 102 or ENG 114	Composition II or Composition II For International Students	3
Science [3]		3
MATH 120	Fundamentals of College Mathematics	3
ACC 135	Bookkeeping I	3
LGM 210	Studies in Procurement and Logistics	3
	Semester Total	15
3rd semester		
BUS 108	Business Letters and Reports	3
BUS 225	Business Operations Applied Statistics	3
ECON 102	Principles of Microeconomics	3
U.S. and Nevada Constitutions [4]		3
LGM 208	Logistics and Quality Management Tools I	3
	Semester Total	15
4th semester		
Diversity/Fine Arts [4]		3
ECON 103	Principles of Macroeconomics	3
MGT 171	Supervision	3
MKT 210	Marketing Principles	3
LGM 209	Logistics and Quality Management Tools II	3
	Semester Total	15
	Total Units	60

Meadowood Center Program Sequence Option.

1st semester		**Units**
ENG 101	Composition I	3
MGT 212	Leadership and Human Relations	3
LGM 201	Essentials of Logistics Management	3
LGM 202	International Logistics Management	3
LGM 212	Transportation Management	3
	Semester Total	15
2nd semester		
ENG 102	Composition II	3
NUTR 121, or BIOL 100, OR ENV 101		3
MATH 120 or MATH 126	Fundamentals of College Mathematics or Pre-Calculus I	3
ECON 102	Principles of Microeconomics	3
LGM 210	Studies in Procurement and Logistics	3
	Semester Total	15
3rd semester		
BUS 108	Business Letters and Reports	3
ECON 103	Principles of Macroeconomics	3
PSC 101	Introduction to American Politics	3
BUS 225	Business Operations Applied Statistics	3
LGM 208	Logistics and Quality Management Tools I	3
	Semester Total	15
4th semester		
MKT 210	Marketing Principles	3
ACC 201	Financial Accounting	3
MGT 171	Supervision	3
ANTH 201	Peoples and Cultures of the World	3
LGM 209	Logistics and Quality Management Tools II	3
	Semester Total	15
	Total Units	60

[3] See approved General Education list for the AAS Degree. (p. 201)

[4] See program recommendations or requirements.

Logistics, Certificate of Achievement

This program can be completed 100% online.
Students will gain hands-on practical knowledge that will give them skills and knowledge to advance in a career in the logistics industry. Designed for working adults who have industry experience, the certificate of achievement quantifies and documents a core competency within the industry.

Outcomes

Students completing the certificate will:

- Identify the key components of the logistics discipline (including supply chain management, production planning and scheduling, reverse logistics) and analyze their integral function.
- Analyze the appropriate use of the software and hardware for logistics application.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications [2]		*3*
Recommended:		
BUS 106	Business English	
Human Relations		*3*
Recommended:		
MGT 212	Leadership and Human Relations	
Mathematics [2]		*3*
Recommended:		
BUS 117 or MATH 120 or higher		
Certificate Requirements		
LGM 201	Essentials of Logistics Management	3
LGM 202	International Logistics Management	3
LGM 208	Logistics and Quality Management Tools I	3
LGM 209	Logistics and Quality Management Tools II	3
LGM 210	Studies in Procurement and Logistics	3
LGM 212	Transportation Management	3
MKT 210	Marketing Principles	3
Total Units		30

1st semester		**Units**
Mathematics [1, 2]		3
LGM 201	Essentials of Logistics Management	3
LGM 202	International Logistics Management	3
LGM 208	Logistics and Quality Management Tools I	3
LGM 212	Transportation Management	3
	Semester Total	15
2nd semester		
Communications [1, 2]		3
Human Relations [1]		3
LGM 209	Logistics and Quality Management Tools II	3
LGM 210	Studies in Procurement and Logistics	3
MKT 210	Marketing Principles	3
	Semester Total	15
	Total Units	30

[1] See program recommendations or requirements.

[2] If you intend to ultimately pursue the BAS you will need Eng 101/102 and Math 120 or higher.

Manufacturing Technologies

Degrees

- Advanced Manufacturing, AAS (p. 141)
- Automation and Robotics, AAS (p. 144)
- Cyber-Physical Manufacturing, BAS (p. 146)
- Drafting, AAS (p. 148)
- Machining, AAS (p. 151)
- Production Systems, AAS (p. 153)
- Welding, AAS (p. 154)

Certificates of Achievement

- Advanced Manufacturing and Automation (p. 142)
- Computer Numeric Controlled (CNC) Machining (p. 145)
- Drafting Technologies (p. 149)
- Industrial Maintenance (p. 149)
- Welding Technology (p. 156)

Skills Certificates

- CAD Technician (p. 145)
- Industrial Electricity (p. 150)
- Machining Level 1 CNC Milling: Operations and Programming (p. 152)
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- Panasonic Preferred Pathway (P3) (p. 143)
- Programmable Logic Controllers (PLC) 1 (p. 153)
- Welding: Flux-Cored Arc Welding (FCAW) & Gas Tungsten Arc Welding (GTAW) (p. 155)
- Welding: Shielded Metal Arc-Welding (SMAW) and Gas Metal Arc-Welding (GMAW) (p. 156)

Manufacturing Technologies, AAS

Advanced Manufacturing

The Associate of Applied Science, Manufacturing Technologies, Advanced Manufacturing is a two-year program designed to provide advanced training and technical job skills to students seeking employment and/or skill upgrades within the manufacturing and machine trades.

Outcomes

Students completing this degree will:

- Interpret technical prints for the production and inspection of manufactured work pieces.
- Diagnose and repair electrical and mechanical components commonly used in a production operation. Students will use quality control standards to troubleshoot inefficiencies in a production system.
- Manage complex production systems, equipment, and controls. In doing so, students will apply quality and statistical process control techniques. Students will also produce precision machined work pieces within print specifications on computer numerical controlled (CNC) machine tools.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Diversity [1]		*[3]*
Communications/English [1]		*6*
Fine Arts/Humanities/Social Science [1]		*3*
Human Relations		*[3]*
Embedded in Degree and Emphasis requirements		
Mathematics		*[3]*
Embedded in Degree and Emphasis requirements		
Science		*3*
Required:		
MTT 150	Metallurgy I	
U.S. and Nevada Constitutions [1]		*3*
Degree Requirements		
DFT 110	Print Reading for Industry	3
MPT 140	Quality Control	3
OSH 222	General Industry Safety	1
Emphasis Requirements		
ELM 110	Electrical/Electronic Circuits	4
ELM 127	Introduction to AC Controls	3
ELM 233	Introduction to Instrumentation	3
MPT 110	Automated Production Concepts I	3
CADD 245	Solid Modeling and Parametric Design	3
MTT 230	Computer Numerical Control I	4
Elective Requirements		
Select 18 units of the following:		18
CHEM: Any transferable Chemistry course		
CIT 112	Network +	
CIT 114	IT Essentials	
ECON 102	Principles of Microeconomics	
ELM 129	Electric Motors and Drives	
ELM 134	Programmable Logic Controllers I	
ENGR 100	Introduction to Engineering Design	
ENV 101	Introduction to Environmental Science	
IS 201	Computer Applications	
MATH 126	Pre-Calculus I (or higher)	
ME 151 Introduction to Mechanical Engineering II [2]		
MPT: Any remaining Manufacturing and Production Technology courses		
MTT: Any remaining Machine Tool Technology courses		
PHYS: Any transferable Physics course		
WELD: Any welding course		
CE 290	Work Experience	
OSH: Any remaining Occupational Safety and Health course		
Total Units		60

[1] Course may also count toward degree requirements. Please consult with Academic Advisement.

[2] This course is currently only offered at UNR. Students wishing to take this course can take it at UNR and transfer the credit to TMCC.

1st semester		Units
Communications [3]		3
Elective [4]		3
DFT 110	Print Reading for Industry	3
ELM 110	Electrical/Electronic Circuits	4
OSH 222	General Industry Safety	1
	Semester Total	14
2nd semester		
Elective [4]		6
English [3]		3
ELM 127	Introduction to AC Controls	3
CADD 245	Solid Modeling and Parametric Design	3
MTT 150	Metallurgy I	3-4
	Semester Total	18
3rd semester		
Elective [4]		3
ELM 233	Introduction to Instrumentation	3
MPT 110	Automated Production Concepts I	3
MTT 230	Computer Numerical Control I	4
U.S. and Nevada Constitutions [3]		3
	Semester Total	16
4th semester		
Elective [4]		6
Fine Arts/Humanities/Social Sciences [3]		3
MPT 140	Quality Control	3
	Semester Total	12
	Total Units	60

[3] See approved General Education list for the AAS Degree. (p. 201)

[4] See program recommendations or requirements.

Advanced Manufacturing and Automation, Certificate of Achievement

The Certificate of Achievement, Advanced Manufacturing and Automation prepares individuals in the core competencies of front-line production employment for the manufacturing industry. It complies with nationally recognized industry standards and emphasizes basic skills in workplace safety, quality practices and measurement, manufacturing processes and production, and maintenance awareness.

Outcomes

Students completing the certificate will:

- Introduction and basic operation of autonomous systems, programmable logic controllers, and robotics.
- Practice safety at all levels in a modern manufacturing and distribution plant.
- Diagnose and repair electrical and mechanical components commonly used in a production operation.
- Use quality control standards to troubleshoot inefficiencies in a production system.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Human Relations		*[3]*
Requirement is satisfied through embedded curriculum in the following courses: MT 108, MPT 110, MPT 120, MPT 135, MPT 140.		
Mathematics		*[3]*
Requirement is satisfied through embedded curriculum in the following courses: ELM 110, ELM 127, ELM 129, ELM 134, MT 108.		
Certificate Requirements		
ELM 127	Introduction to AC Controls	3
ELM 129	Electric Motors and Drives	3
ELM 134	Programmable Logic Controllers I	3
ELM 110	Electrical/Electronic Circuits	4
ELM 233	Introduction to Instrumentation	3
MPT 110	Automated Production Concepts I	3
MPT 120	Automated Production Concepts II	3
MPT 135	Material Handling	2
MPT 140	Quality Control	3
MT 108	Fluid Power (Pneumatics, Electro-pneumatics)	3
OSH 222	General Industry Safety	1
Total Units		34

1st semester		Units
Communications [1]		3
ELM 110	Electrical/Electronic Circuits	4
MPT 110	Automated Production Concepts I	3
MPT 135	Material Handling	2
MT 108	Fluid Power (Pneumatics, Electro-pneumatics)	3
OSH 222	General Industry Safety	1
	Semester Total	16
2nd semester		
ELM 233	Introduction to Instrumentation	3
ELM 127	Introduction to AC Controls	3
ELM 129	Electric Motors and Drives	3
ELM 134	Programmable Logic Controllers I	3
MPT 120	Automated Production Concepts II	3
MPT 140	Quality Control	3
	Semester Total	18
	Total Units	34

[1] See program recommendations or requirements.

Manufacturing Technologies, Skills Certificate

Advanced Manufacturing Panasonic Preferred Pathway (P3)

The Skills Certificate, Advanced Manufacturing, Panasonic Preferred Pathway (P3), is designed as an employment credential for people with no manufacturing experience. Students will train for a new career in just a few weeks through our self-paced training format. Students will learn terminology and processes used in manufacturing, precision measurement, safety, and quality systems.

Students completing the certificate will practice safety at all levels in modern manufacturing or distribution plants.

Student completing the certificate will apply knowledge and skills used to obtain advanced manufacturing/distribution employment.

Students completing the certificate will use quality control standards to troubleshoot inefficiencies in a production/distribution environment.

Code	Title	Units
ELM 110M	Electrical Safety and Theory	0.5
ELM 110M	Devices & Symbols/Digital Multi Meters (DMM)	0.5
ELM 110M	Laws of Electricity	0.5
ELM 110M	Circuit Protection, Control Switches & Relays	0.5
MPT 110M	Production System Overview	0.5
MPT 110M	Manufacturing Process Management	0.5
MPT 110M	Automated Manufacturing Overview	0.5
MPT 110M	Industrial Documentation	0.5
MPT 110M	Manual Assembly Manufacturing	0.5
MPT 110M	Intro to Industrial Instrumentation & Process Control	0.5
MPT 135M	Basic Material Handling Equipment	.5
MPT 135M	Safe & Effective Equipment Operations	0.5
MPT 135M	Automated Warehouse Concepts	0.5
MPT 140M	Total Quality Management	.5
MPT 140M	5S Principles	0.5
MPT 140M	Precision Measurements	0.5
MPT 140M	Lean Manufacturing Principles	0.5
MPT 140M	Statistical Process Control	0.5
OSH 222	General Industry Safety (or any MPT or ELM course)	1
Total Units		10

1st semester		Units
MPT 135M	Basic Material Handling Equipment	0.5
MPT 135M	Safe & Effective Equipment Operation	0.5
MPT 135M	Automated Warehouse Concepts	0.5
MPT 140M	Total Quality Management	0.5

MPT 140M 5S Principles	0.5
MPT 140M Precision Measurements	0.5
OSH 222 General Industry Safety	1
Semester Total	4
2nd semester	
MPT 140M Lean Manufacturing Principles	0.5
MPT 140M Statistical Process Control	0.5
ELM 110M Electrical Safety and Theory	0.5
ELM 110M Devices & Symbols/Digital Multi Meters (DMM)	0.5
ELM 110M Laws of Electricity	0.5
ELM 110M Circuit Protection, Control Switches & Relays	0.5
MPT 110M Production System Overview	0.5
MPT 110M Manufacturing Process Management	0.5
MPT 110M Automated Manufacturing Overview	0.5
MPT 110M Industrial Documentation	0.5
MPT 110M Manual Assembly Manufacturing	0.5
MPT 110M Intro to Industrial Instrumentation & Process Control	0.5
Semester Total	6
Total Units	10

Manufacturing Technologies, AAS

Automation and Robotics

Associate of Applied Science, Manufacturing Technologies, Automation and Robotics is a two year program designed to provide advanced training and technical job skills to students seeking employment within the advanced manufacturing field. Students will utilize state of the art equipment and robotics to integrate, diagnose, and troubleshoot highly advanced production systems.

Outcomes

Students completing this emphasis will:

- Students will operate equipment and tools used in manufacturing processes. Students will read and interpret technical prints for the diagnostic and troubleshooting of components and production systems.
- Students will understand programming, interfacing, and troubleshooting Programmable Logic Controllers.
- Students will be able to integrate and troubleshoot motor controls, pneumatics, hydraulics, computers, PLCs, and robotics into complex production systems. Students will apply quality and statistical process control techniques to manage complex production systems and troubleshoot inefficiencies.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English/Communications		*6*
Required:		
ENG 101	Composition I	
ENG 102	Composition II [1]	
or ENG 114	Composition II For International Students	
Fine Art, Humanities, Social Science		*3*
Required:		
AAD 201	History of the Built Environment [3]	
Mathematics:		*[3]*
Embedded in ELM 110 and ELM 134		
Science		*3*
Required:		
ENV 101	Introduction to Environmental Science	
Additional College Requirements		
Diversity [2]		*[3]*
Required:		
AAD 201	History of the Built Environment	
Human Relations		*[3]*
Embedded in MPT 110, MPT 120, MPT 140, ELM 110, ELM 127, MT 108		
U. S. and Nevada Constitutions		*3*
Degree Requirements		
DFT 110	Print Reading for Industry	3
ELM 110	Electrical/Electronic Circuits	4
ELM 127	Introduction to AC Controls	3
ELM 134	Programmable Logic Controllers I	3
ELM 233	Introduction to Instrumentation	3
ELM 140	Industrial Robotics I	3
MPT 140	Quality Control	3
MPT 110	Automated Production Concepts I	3
MPT 120	Automated Production Concepts II	3
MPT 130	Automated Production Concepts III	3
MT 108	Fluid Power (Pneumatics, Electro-pneumatics)	3
OSH 222	General Industry Safety	1
Elective Requirements		**10**
Choose 10 units from the following:		
CE 290	Work Experience	
CIT 112	Network +	
CIT 114	IT Essentials	
ECON 102	Principles of Microeconomics [3]	
ELM 129	Electric Motors and Drives	
ENGR 100	Introduction to Engineering Design	
MATH 126	Pre-Calculus I [3]	
CADD 245	Solid Modeling and Parametric Design	
MPT: any remaining Manufacturing and Production Technology Courses.		
MTT 230	Computer Numerical Control I	
MTT: Any remaining Machine Tool Technology courses		
WELD: Any welding course		

PHYS 100	Introductory Physics [3]	
Total Units		60

[1] If you place into ENG 102 or ENG 114 the additional 3 required units *may* become elective units.

[2] May also count toward degree requirements. Please consult with Academic Advisement.

[3] Required for BAS in Cyber-Physical Manufacturing.

1st semester		Units
Communications [5]		3
DFT 110	Print Reading for Industry	3
ELM 110	Electrical/Electronic Circuits	4
ELM 127	Introduction to AC Controls	3
OSH 222	General Industry Safety	1
	Semester Total	14
2nd semester		
English [4]		3
MT 108	Fluid Power (Pneumatics, Electro-pneumatics)	3
MPT 110	Automated Production Concepts I	3
ELM 134	Programmable Logic Controllers I	3
ENV 101	Introduction to Environmental Science	3
	Semester Total	15
3rd semester		
Elective [5]		6
ELM 233	Introduction to Instrumentation	3
MPT 120	Automated Production Concepts II	3
U.S. and Nevada Constitutions [4]		3
	Semester Total	15
4th semester		
Elective [5]		4
AAD 201	History of the Built Environment	3
MPT 130	Automated Production Concepts III	3
MPT 140	Quality Control	3
ELM 140	Industrial Robotics I	3
	Semester Total	16
	Total Units	60

[4] See approved General Educations requirements for the AAS Degree. (p. 201)

[5] See Program recommendations or requirements.

CAD Technician, Skills Certificate

The Drafting and CAD Skills Certificate is designed to provide training and technical job skills to students seeking employment and/or skill upgrades. A drafting technician works with designers and engineers within a variety of industries including manufacturing, architecture, construction and landscaping. The program is competency-based. Students complete a variety of hands-n learning exercises ranging from manually produced drawings to intermediate computerized two dimensional projects.

Outcomes

Students completing the certificate will:

- Demonstrate academic and practical knowledge of drafting standards and theory as it relates to working with designers and engineers within a variety of industries including manufacturing, architecture and construction.
- Prepare technical drawings and presentations demonstrating understanding of manual and CAD drawings techniques.
- Be eligible to take the ADDA (AD) Apprentice Drafter and/or (CD) Certified Drafter Exams and/or the Autodesk Certified Professional Exam.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirements		
DFT 100	Basic Drafting Principles	3
DFT 110	Print Reading for Industry	3
CADD 100	Introduction to Computer-Aided Drafting	3
CADD 105	Intermediate Computer-Aided Drafting	3
CADD 140	Technical Drafting I	3
CADD 141	Technical Drafting II	3
CADD 142	Technical Drafting III	3
Total Units		21

1st semester		Units
DFT 100	Basic Drafting Principles	3
DFT 110	Print Reading for Industry	3
CADD 100	Introduction to Computer-Aided Drafting	3
	Semester Total	9
2nd semester		
CADD 105	Intermediate Computer-Aided Drafting	3
CADD 140	Technical Drafting I	3
CADD 141	Technical Drafting II	3
	Semester Total	9
3rd semester		
CADD 142	Technical Drafting III	3
	Semester Total	3
	Total Units	21

Computer Numeric Controlled (CNC) Machining, Certificate of Achievement

The Certificate of Achievement, Computer Numeric Controlled Machining provides students with the skills and knowledge required for an entry-level position as a computer numerical control (CNC) machine tool

operator. This certificate stresses the skill sets required to set up, program, and operate CNC mills and lathes in order to produce high quality, precision machined components required by today's competitive and diverse manufacturing industries. The certificate incorporates the general education skills that are strongly requested by commercial and industrial employers. The TMCC CNC machining certificate of achievement curriculum aligns with the standards set forth by the National Institute for Metalworking Skills (NIMS) and prepares students to earn a variety of NIMS credentials.

Outcomes

Students completing the certificate will:

- Read and interpret technical prints for the production and inspection of manufactured work pieces.
- Produce precision machined work pieces within print specifications on computer numerical controlled (CNC) machine tools.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Recommended:		
ENG 107	Technical Communications I	
Human Relations		*[3]*
Requirement is satisfied through embedded curriculum in the following courses: MPT 140, MTT 230, MTT 232, OSH 222.		
Mathematics		*[3]*
Requirement is satisfied through embedded curriculum in the following courses: DFT 110, MPT 140, MTT 230, MTT 232.		
Certificate Requirements		
DFT 110	Print Reading for Industry	3
MPT 140	Quality Control	3
MTT 230	Computer Numerical Control I	4
MTT 232	Computer Numerical Control II	4
MTT 292	Computer-Aided Manufacturing I	4
OSH 222	General Industry Safety	1
Elective Requirements		
Select at least 8 units from the following:		8
CE 290	Work Experience	
MTT 101	Introduction to Machine Shop	
MTT 140	Inspection Techniques	
MTT 145	Lean Manufacturing Systems	
MTT 150	Metallurgy I	
MTT 234	Computer Numerical Control III	
MTT 291	CNC Practice	
MTT 293	Computer-Aided Manufacturing II	
Any other MTT course not listed above or WELD course		
Total Units		30

1st semester		Units
Elective [2]		3
DFT 110	Print Reading for Industry	3
MTT 230	Computer Numerical Control I	4
MTT 292	Computer-Aided Manufacturing I	4
OSH 222	General Industry Safety	1
	Semester Total	15
2nd semester		
Communications [1]		3
Elective [2]		5
MPT 140	Quality Control	3
MTT 232	Computer Numerical Control II	4
	Semester Total	15
	Total Units	30

[1] See approved General Education list for the AAS Degree. (p. 201)

[2] See program recommendations or requirements.

Cyber-Physical Manufacturing, BAS

Students entering this BAS will start from one of several prerequisite options. Please contact the Program Advisor for more details on transfer articulation.

Outcomes

- Apply critical and analytical thinking skills to resolve advanced industrial control systems design and operational problems.
- Apply advanced knowledge and skills in the operation and maintenance of advanced manufacturing processes and equipment.
- Interpret the substantial differences between the third and fourth industrial revolutions.
- Apply Smart Maintenance technologies in a manufacturing environment.

To earn a Bachelor's Degree students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Satisfy General Education requirements for Bachelor's degrees (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
3. Complete 120 units in total.
   - 32 units must be completed at TMCC.
   - 40 units must be Upper Divisional.
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Required:		

ENG 102	*Composition II*	
or ENG 114	*Composition II For International Students*	
Fine Arts		*3*
Humanities		
Required:		
AAD 201	*History of the Built Environment*	*3*
Social Science		
Required:		
ECON 102	Principles of Microeconomics	3
Mathematics		
Required:		
MATH 126	*Pre-Calculus I*	*3*
Science		
Required:		
ENV 101	*Introduction to Environmental Science*	*3*
AND		
PHYS 100	*Introductory Physics*	*3*
Additional College Requirements		
Diversity		*[3]*
This is satisfied by AAD 201 above.		
U.S. and Nevada Constitutions		3
Degree Requirements		
Lower Division		
CADD 245	Solid Modeling and Parametric Design	3
CS 151	Introduction to Cybersecurity	3
DFT 110	Print Reading for Industry	3
ELM 110	Electrical/Electronic Circuits	4
ELM 127	Introduction to AC Controls	3
ELM 134	Programmable Logic Controllers I	3
ELM 136	Programmable Logic Controllers II	3
ELM 140	Industrial Robotics I	3
ELM 233	Introduction to Instrumentation	3
MPT 110	Automated Production Concepts I	3
ELM 240	Advanced Manufacturing and Robotic Systems	4
MPT 120	Automated Production Concepts II	3
MPT 130	Automated Production Concepts III	3
MPT 140	Quality Control	3
MT 108	Fluid Power (Pneumatics, Electro-pneumatics)	3
OSH 222	General Industry Safety	1
Upper Division Requirements		*[40]*
EIT 437	Introduction to Control System	4
EIT 468	Advanced Control Systems	3
ELM 340	Robotic Programming Offline	3
ELM 440	Collaborative Robot Design and Operation	3
MPT 305	Introduction to System Dynamics	3
MPT 311	Laser Scanning Methods / Techniques	3
MPT 312	Industry 4.0 / Cyber Physical Manufacturing	3
MPT 325	Digital Inspection / Quality Control	3
MPT 340	Computer Simulations and Analysis	3
MPT 343	Design and Manufacturing Process II	3
MPT 363	Manufacturing Execution Systems	4
MPT 411	Advanced Machine Vision Integration	4
MPT 415	Simulation of Manufacturing Systems	4
MPT 412	Advanced Digital Inspection	3
Total Units		121

[1] If you place into ENG 102 (http://catalog.tmcc.edu/search/?P=ENG%20102) or ENG 114 (http://catalog.tmcc.edu/search/?P=ENG%20114), there are no additional units of English required for the BAS. Students must have a total of 120 units to complete the BAS degree.

1st semester		**Units**
ENG 101	Composition I	3
DFT 110	Print Reading for Industry	3
ELM 110	Electrical/Electronic Circuits	4
ELM 127	Introduction to AC Controls	3
MATH 126	Pre-Calculus I	3
	Semester Total	16
2nd semester		
ELM 134	Programmable Logic Controllers I	3
ENG 102	Composition II	3
ENV 101	Introduction to Environmental Science	3
MT 108	Fluid Power (Pneumatics, Electro-pneumatics)	3
MPT 110	Automated Production Concepts I	3
	Semester Total	15
3rd semester		
ECON 102	Principles of Microeconomics	3
ELM 233	Introduction to Instrumentation	3
MPT 120	Automated Production Concepts II	3
OSH 222	General Industry Safety	1
U.S. and Nevada Constitution		3
Fine Arts		3
	Semester Total	16
4th semester		
AAD 201	History of the Built Environment	3
ELM 140	Industrial Robotics I	3
MPT 130	Automated Production Concepts III	3
MPT 140	Quality Control	3
PHYS 100	Introductory Physics	3
	Semester Total	15
5th semester		
CS 151	Introduction to Cybersecurity	3
ELM 136	Programmable Logic Controllers II	3
MPT 311	Laser Scanning Methods / Techniques	3
MPT 312	Industry 4.0 / Cyber Physical Manufacturing	3
CADD 245	Solid Modeling and Parametric Design	3
	Semester Total	15
6th semester		
MPT 305	Introduction to System Dynamics	3
MPT 325	Digital Inspection / Quality Control	3
MPT 340	Computer Simulations and Analysis	3

MPT 343	Design and Manufacturing Process II	3
	Semester Total	12
7th semester		
EIT 437	Introduction to Control System	4
ELM 240	Advanced Manufacturing and Robotic Systems	4
ELM 340	Robotic Programming Offline	3
MPT 363	Manufacturing Execution Systems	4
	Semester Total	15
8th semester		
EIT 468	Advanced Control Systems	3
ELM 440	Collaborative Robot Design and Operation	3
MPT 411	Advanced Machine Vision Integration	4
MPT 412	Advanced Digital Inspection	3
MPT 415	Simulation of Manufacturing Systems	4
	Semester Total	17
	Total Units	121

Manufacturing Technologies, AAS

Drafting

Associate of Applied Science Degree, Manufacturing Technologies, Drafting is a critical skill for a diversity of industries, including manufacturing, engineering, construction, and architecture. Students in the TMCC drafting program develop both manual and computerized drafting skills, including standard two-dimensional drawings and three-dimensional solid modeling. With an AAS degree, drafters are prepared to work with designers and engineers to develop graphic instructions used to complete a variety of projects.

Outcomes

Students completing the emphasis will:

- Understand drafting conventions including symbols, linetypes, lineweights, and dimension styles as applicable to mechanical drawings.
- Create complex drawings including orthographic projections, pictorials, working drawings, and development drawings; and prepare drawing details including auxiliary views, sections, tolerances, and surface finishes, all within specifications.
- Create complex 3D models to specifications using advanced commands.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Diversity		*[3]*
Communications/English		*6*
Recommended:		
ENG 107	Technical Communications I	
Fine Arts/Humanities/Social Science		*3*
Human Relations		*3*
Recommended:		
CE 201	Workplace Readiness	
Mathematics		*3*
Recommended:		
MATH 126	Pre-Calculus I	
Science		*3*
Recommended:		
PHYS 100	Introductory Physics	
U.S. and Nevada Constitutions		*3*
Degree Requirements		
DFT 110	Print Reading for Industry	3
MPT 140	Quality Control	3
OSH 222	General Industry Safety	1
Emphasis Requirements		
CADD 100	Introduction to Computer-Aided Drafting	3
CADD 105	Intermediate Computer-Aided Drafting	3
CADD 140	Technical Drafting I	3
CADD 141	Technical Drafting II	3
CADD 142	Technical Drafting III	3
CADD 245	Solid Modeling and Parametric Design	3
CADD 299	Capstone/Assessment	1
Select 3 units from remaining CADD classes		3
DFT 100	Basic Drafting Principles	3
ENGR 100	Introduction to Engineering Design	3
MATH 127	Pre-Calculus II	3
Elective Requirements		
Select one of the following:		3
DFT 240	Introduction to 3D Studio Max	
IS 101	Introduction to Information Systems	
MTT 140	Inspection Techniques	
Total Units		62

1st semester		**Units**
CADD 100	Introduction to Computer-Aided Drafting	3
DFT 100	Basic Drafting Principles	3
DFT 110	Print Reading for Industry	3
Humanities/Diversity [1]		3
Mathematics [2]		3
OSH 222	General Industry Safety	1
	Semester Total	16
2nd semester		
CADD 105	Intermediate Computer-Aided Drafting	3
CADD 140	Technical Drafting I	3
CADD 141	Technical Drafting II	3
English/Communications [2]		3
MATH 127	Pre-Calculus II	3
	Semester Total	15

3rd semester		
CADD 142	Technical Drafting III	3
Choose any CADD course not required in emphasis [2]		3
Communications/English [1]		3
U.S. and Nevada Constitutions [1]		3
MPT 140	Quality Control	3
	Semester Total	15
4th semester		
Elective [2]		3
CADD 245	Solid Modeling and Parametric Design	3
CADD 299	Capstone/Assessment	1
Human Relations [2]		3
ENGR 100	Introduction to Engineering Design	3
Science [2]		3
	Semester Total	16
	Total Units	62

[1] See approved General Education list for the AAS Degree. (p. 201)
[2] See program recommendations or requirements.

Drafting Technologies, Certificate of Achievement

The Certificate of Achievement, Manufacturing Technologies, Drafting Technology is designed to provide training and technical job skills to students seeking employment and/or skill upgrades. A drafting technician works with designers and engineers within a variety of industries including manufacturing, architecture, construction, and landscaping. The program is competency-based. Students complete a variety of hands-on learning exercises ranging from manually drafted drawings to advanced computerized two and three-dimensional wireframe and solid modeling projects.

Outcomes

Students completing the certificate will:

- Demonstrate a basic knowledge of drafting theory as it relates to working with designers and engineers within a variety of industries including manufacturing, architecture and construction.
- Prepare technical drawings and presentations demonstrating understanding of manual drawing and CAD techniques.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Recommended:		
ENG 107	Technical Communications I	
Human Relations		*3*
Recommended:		
CE 201	Workplace Readiness	
Mathematics		*3*
Recommended:		
MATH 120	Fundamentals of College Mathematics (or higher)	
Certificate Requirements		
CADD 100	Introduction to Computer-Aided Drafting	3
CADD 105	Intermediate Computer-Aided Drafting	3
CADD 140	Technical Drafting I	3
CADD 210	CADD Project	3
DFT 100	Basic Drafting Principles	3
DFT 110	Print Reading for Industry	3
IS 101	Introduction to Information Systems	3
Elective Requirements		
Select 3 units from remaining CADD or DFT courses		3
Total Units		33

1st semester		**Units**
CADD 100	Introduction to Computer-Aided Drafting	3
DFT 100	Basic Drafting Principles	3
DFT 110	Print Reading for Industry	3
IS 101	Introduction to Information Systems	3
Mathematics [1]		3
	Semester Total	15
2nd semester		
CADD 105	Intermediate Computer-Aided Drafting	3
CADD 140	Technical Drafting I	3
Communications [1]		3
Human Relations [1]		3
	Semester Total	12
3rd semester		
Elective [2]		3
CADD 210	CADD Project	3
	Semester Total	6
	Total Units	33

[1] See approved General Education list for the AAS Degree. (p. 201)
[2] See program recommendations or requirements.

Industrial Maintenance, Certificate of Achievement

The Industrial Maintenance Certificate is designed to prepare students to work as a maintenance technician in a variety of industrial environments and will equip them with the hands on technical skills required by industry. Students will learn skills in the areas of industrial electrical

systems, Programmable Logic Controllers (PLCs), manual machining techniques, and welding techniques.

Outcomes

Students completing this certificate will:

- Learn hands-on technical skills in the areas of Electrical controls, Welding, and Manual Machining.
- Diagnose and troubleshoot electrical and mechanical systems.
- Practice safety at all levels in a modern industrial environment.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Recommended:		
BUS 107	Business Speech Communications	
Human Relations		*[3]*
Requirement Embedded:		
MPT 140, ELM 110, ELM 127, WELD 211, WELD 212		
Mathematics		*[3]*
Requirement Embedded:		
ELM 110, ELM 134, MPT 140, WELD 211, WELD 212		
Certificate Requirements		
ELM 110	Electrical/Electronic Circuits	4
ELM 127	Introduction to AC Controls	3
ELM 129	Electric Motors and Drives	3
ELM 134	Programmable Logic Controllers I	3
MPT 140	Quality Control	3
MTT 101	Introduction to Machine Shop	3
MTT 105	Machine Shop I	3
MTT 250	Machine Shop III	3
OSH 222	General Industry Safety	1
WELD 211	Welding I	3
WELD 212	Welding I Practice	2
Total Units		34

1st semester		Units
ELM 110	Electrical/Electronic Circuits	4
WELD 211	Welding I	3
MTT 101	Introduction to Machine Shop	3
ELM 127	Introduction to AC Controls	3
	Semester Total	13

2nd semester		
ELM 134	Programmable Logic Controllers I	3
WELD 212	Welding I Practice	2
MTT 105	Machine Shop I	3
OSH 222	General Industry Safety	1
Communications		3
	Semester Total	12

3rd semester		
ELM 129	Electric Motors and Drives	3
MTT 250	Machine Shop III	3
MPT 140	Quality Control	3
	Semester Total	9
	Total Units	34

Industrial Electricity 1, Skills Certificate

Industrial Electricity 1

This skills certificate prepares students to take the PMMI Mechatronics Certifications Tests in the area of Industrial Electricity 1.

Outcomes

Students completing this certificate will:

- Apply theory of electricity and it's application in various technical areas and use basic electronic measurement instruments for circuit troubleshooting.
- Evaluate DC series and parallel circuits in component selections and circuit design and be able to demonstrate AC circuitry through simple experiments with tests equipment.
- Apply relationships and mathematical calculations of voltage, ohms, amperes, three-phase voltage, and current to analyze basic electrical/electronic circuits.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirements		
ELM 110	Electrical/Electronic Circuits	4
ELM 127	Introduction to AC Controls	3
ELM 129	Electric Motors and Drives	3
Total Units		10

1st semester		Units
ELM 110	Electrical/Electronic Circuits	4
ELM 127	Introduction to AC Controls	3

ELM 129	Electric Motors and Drives	3
	Semester Total	10
	Total Units	10

Manufacturing Technologies, AAS

Machining

The Associate of Applied Science, Manufacturing Technologies, Machining is a two-year program designed to provide training and technical job skills to students seeking employment and/or skill upgrades within the manufacturing and machine trades. The program requires students to complete a variety of hands-on learning exercises ranging from manually machined projects to advanced multi-axis CNC tasks. This program is formatted to respond to the needs of industry and the working professional. The TMCC machining emphasis AAS curriculum aligns with the standards set forth by the National Institute for Metalworking Skills (NIMS) and prepares students to earn a variety of NIMS credentials.

Outcomes

Students completing the emphasis will:

- Read and interpret technical prints for the production and inspection of manufactured work pieces.
- Produce precision machined work pieces within print specifications on manually controlled machine tools.
- Produce precision machined work pieces within print specifications on computer numerical controlled (CNC) machine tools.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Diversity [1]		*[3]*
Recommended:		
AAD 201	History of the Built Environment	
Communications/English		*6*
Recommended		
ENG 101	Composition I	3
or ENG 107	Technical Communications I	
Fine Arts/Humanities/Social Science		*3*
Recommended:		
AAD 201	History of the Built Environment	
Human Relations [1]		*[3]*
Requirement is satisfied through embedded curriculum in the following courses:		
MPT 140	Quality Control	
MTT 230	Computer Numerical Control I	
MTT 232	Computer Numerical Control II	
OSH 222	General Industry Safety	
Mathematics [1]		*[3]*
Requirement is satisfied through embedded curriculum in the following courses:		
DFT 110	Print Reading for Industry	
MPT 140	Quality Control	
MTT 230	Computer Numerical Control I	
MTT 232	Computer Numerical Control II	
MTT 292	Computer-Aided Manufacturing I	
Science		*3*
Recommended:		
MTT 150	Metallurgy I	
U.S. and Nevada Constitutions		*3*
Recommended:		
PSC 101	Introduction to American Politics	
Degree Requirements		
DFT 110	Print Reading for Industry	3
MPT 140	Quality Control	3
OSH 222	General Industry Safety	1
Emphasis Requirements		
MTT 105	Machine Shop I	3
MTT 140	Inspection Techniques	3
MTT 230	Computer Numerical Control I	4
MTT 232	Computer Numerical Control II	4
MTT 250	Machine Shop III	3
MTT 292	Computer-Aided Manufacturing I	4
Elective Requirements		
Select 17 units from the following:		17
CE 290	Work Experience	
MTT 101	Introduction to Machine Shop	
MTT 110	Machine Shop II	
MTT 145	Lean Manufacturing Systems	
MTT 234	Computer Numerical Control III	
MTT 260	Machine Shop IV	
MTT 261	Machine Projects	
MTT 291	CNC Practice	
MTT 293	Computer-Aided Manufacturing II	
Any other MTT course not listed above or WELD course		
Total Units		63

[1] Course may also count toward degree requirements. Please consult with Academic Advisement.

1st semester		Units
DFT 110	Print Reading for Industry	3
MPT 140	Quality Control	3
MTT 105	Machine Shop I	3
MTT 150	Metallurgy I	3
OSH 222	General Industry Safety	1
U.S. and Nevada Constitutions [2]		3
	Semester Total	16
2nd semester		
Communications/English [2]		3

Elective [2]		6
Humanities/Diversity [2]		3
MTT 250	Machine Shop III	3
	Semester Total	15
3rd semester		
Communications/English [2]		3
Elective [2]		3
MTT 230	Computer Numerical Control I	4
MTT 292	Computer-Aided Manufacturing I	4
	Semester Total	14
4th semester		
Elective [2]		8
MTT 140	Inspection Techniques	3
MTT 232	Computer Numerical Control II	4
	Semester Total	15
	Total Units	60

[2] See program recommendations or requirements.

Machining Level 1-CNC Milling, Skills Certificate

Operations and Programming

This skills certificate will introduce students to computer numerical control (CNC) milling operations, program formats, and machine setups. G and M codes, control functions, the letter address system, and math issues related to CNC mills are included. Students will program, set-up and produce a variety of CNC milling projects. This skills certificate will prepare students to take four credentialing exams: 1) Materials, Measurement, and Safety, 2) Job Planning, Benchwork, and Layout, 3) CNC Milling-Operations, and 4) CNC Milling-Programming, Setup, and Operations through the National Institute for Metalworking (NIMS) Machining Level 1, an 11-part series of tests for entry-level positions. Students must pass all coursework with a score of 70% or higher.

Outcomes

Students completing the certificate will:

- Write ISO standard G-Code programs for CNC milling operations.
- Set-up, operate, and produce a finished product using CNC milling equipment.
- Employ appropriate workplace skills, including the application of personal and mechanical safety measures for CNC mill equipment.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirements		
MTT 101	Introduction to Machine Shop	3
MTT 110	Machine Shop II	3
MTT 232	Computer Numerical Control II	4
MTT 292	Computer-Aided Manufacturing I	4
Total Units		14

1st semester		Units
MTT 101	Introduction to Machine Shop	3
MTT 110	Machine Shop II	3
MTT 232	Computer Numerical Control II	4
MTT 292	Computer-Aided Manufacturing I	4
	Semester Total	14
	Total Units	14

Machining Level 1-CNC Turning, Skills Certificate

Operations and Programming

This skills certificate will introduce students to computer numerical control (CNC) lathe operations, program formats, and machine setups. G and M codes, control functions, the letter address system, and math issues related to CNC lathes are included. Students will program, set-up and produce a variety of CNC lathe projects. This skills certificate will prepare students to take four credentialing exams: 1) Materials, Measurement, and Safety, 2) Job Planning, Benchwork, and Layout, 3) CNC Turning-Operations, and 4) CNC Turning Programming, Setup, and Operations through the National Institute for Metalworking (NIMS) machining level 1, an 11-part series of tests for entry-level positions. Students must pass all coursework with a score of 70% or higher.

Outcomes

Students completing the certificate will:

- Write ISO standard G-Code programs for CNC turning operations.
- Set-up, operate, and produce a finished product using CNC lathe equipment.
- Employ appropriate workplace skills, including the application of personal and mechanical safety measures for CNC lathe equipment.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirements		
MTT 101	Introduction to Machine Shop	3

or MTT 261	Machine Projects	
MTT 105	Machine Shop I	3
MTT 230	Computer Numerical Control I	4
MTT 292	Computer-Aided Manufacturing I	4
Total Units		14

1st semester		Units
MTT 101 or MTT 261	Introduction to Machine Shop or Machine Projects	3
MTT 105	Machine Shop I	3
MTT 230	Computer Numerical Control I	4
MTT 292	Computer-Aided Manufacturing I	4
	Semester Total	14
	Total Units	14

Programmable Logic Controllers (PLC) 1, Skills Certificate

This Skills Certificate program prepares students to take the PMMI Mechatronics Certification Test in the area of programmable Logic Controllers (PLC's) 1.

Outcomes

Students completing this certificate will:

- Identify and apply concepts of PLC components, their relationships, and interactions with each other. Students will also identify different types of ladder logic used in PLC programming an explain and utilize common PLC functions within a PLC program.
- Identify and apply concepts of PLC components, their relationships, and interactions with each other. Students will also identify different types of ladder logic used in PLC programming and explain and utilize common PLC functions within a PLC program.
- Utilize different numbering systems within a PLC program and explain the AND, OR and NOT functions within PLC ladder logic, Bookean identities and mnemonic codes. Students will also differentiate between the decimal, BCD, binary, hexadecimal, and octal numbering systems. programming

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirements		
ELM 134	Programmable Logic Controllers I	3
ELM 233	Introduction to Instrumentation	3
MPT 110	Automated Production Concepts I	3
MPT 120	Automated Production Concepts II	3
Total Units		12

Please contact Program Coordinator for advisement on recommended course sequence.

Manufacturing Technologies, AAS

Production Systems

The Associate of Applied Science, Manufacturing Technologies, Production Systems program is a two-year program designed to provide training and technical job skills to students seeking employment and/or skill upgrades as a manufacturing, assembly, fabrication, or distribution manager or technician. The program utilizes an advanced automated systems lab in which students demonstrate and manipulate production system controls and techniques at both the technician and managerial levels.

Outcomes

Students completing the emphasis will:

- Read and interpret technical prints for inspection of manufactured and/or assembled products.
- Manage complex production systems, equipment, and controls.
- Apply quality and statistical process control techniques to complex production and distribution systems.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Diversity [1]		*[3]*
Recommended:		
AAD 201	History of the Built Environment	
Communications/English		*6*
Required:		
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Human Relations		*3*
Recommended:		
MGT 171	Supervision (If planning on completing the BAS in Logistics Operations Management)	
Mathematics		*[3]*
Required:		
MATH 120	Fundamentals of College Mathematics (or higher)	3
Science		*3*
Recommended:		

PHYS 100	Introductory Physics	
Fine Arts/Humanities/Social Science		*3*
Recommended:		
AAD 201	History of the Built Environment	
U.S. and Nevada Constitutions		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change	
or PSC 101	Introduction to American Politics	
Degree Requirements		
DFT 110	Print Reading for Industry	3
MPT 140	Quality Control	3
OSH 222	General Industry Safety	1
Emphasis Requirements		
ECON 102	Principles of Microeconomics	3
LGM 201	Essentials of Logistics Management	3
LGM 208	Logistics and Quality Management Tools I	3
MPT 110	Automated Production Concepts I	3
MPT 135	Material Handling	2
BUS 225	Business Operations Applied Statistics	3
Elective Requirements		
Select 15 units from the following:		15
BUS 101	Introduction to Business	
CADD 100	Introduction to Computer-Aided Drafting	
CE 290	Work Experience	
ELM 110	Electrical/Electronic Circuits	
ELM 233	Introduction to Instrumentation	
MPT 120	Automated Production Concepts II	
MPT 130	Automated Production Concepts III	
Any other MTT, LGM, or ELM course		
Total Units		60

[1] Course may also count toward degree requirements. Please consult with Academic Advisement.

1st semester		**Units**
Humanities/Diversity [3]		3
DFT 110	Print Reading for Industry	3
LGM 201	Essentials of Logistics Management	3
MATH 120	Fundamentals of College Mathematics (or higher)	3
MPT 140	Quality Control	3
OSH 222	General Industry Safety	1
	Semester Total	16
2nd semester		
ENG 102	Composition II	3
Elective [3]		3
ECON 102	Principles of Microeconomics	3
MPT 110	Automated Production Concepts I	3
Science [3]		3
	Semester Total	15
3rd semester		
Elective [3]		6
Communications/English [2]		3
BUS 225	Business Operations Applied Statistics	3
LGM 208	Logistics and Quality Management Tools I	3
	Semester Total	15
4th semester		
Electives [3]		6
Human Relations [3]		3
MPT 135	Material Handling	2
U.S. and Nevada Constitutions [3]		3
	Semester Total	14
	Total Units	60

[2] See approved General Education list for the AAS Degree. (p. 201)

[3] See program recommendations or requirements.

Manufacturing Technologies, AAS

Welding

The Associate of Applied Science, Manufacturing Technologies, Welding gives the student the training necessary to earn the American Welding Society structural steel certifications, which are required for employment in most areas of the construction and manufacturing fields involving welding, along with the general education requirements and employability skills that are sought after by all employers in the construction and manufacturing trades.

Outcomes

Students completing the degree will:

- Be proficient in four major welding processes and prepared for industry-standard certification.
- Identify and explain technical drawings and apply print reading techniques required in the welding industry.
- Consistently demonstrate safe and proper use of welding equipment, power tools, and accessories in the performance of welding and joinery.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	**Title**	**Units**
General Education Requirements		
Diversity [1]		*[3]*
Recommended:		
AAD 201	History of the Built Environment	
Communications/English		*6*
Recommended:		
ENG 101	Composition I	
ENG 107	Technical Communications I	

Fine Arts/Humanities/Social Science		*3*
Recommended:		
AAD 201	History of the Built Environment	
Human Relations [1]		*[3]*
Requirement is satisfied through embedded curriculum in the following courses:		
MPT 140	Quality Control	
OSH 222	General Industry Safety	
WELD 211	Welding I	
WELD 212	Welding I Practice	
WELD 221	Welding II	
WELD 222	Welding II Practice	
Mathematics [1]		*[3]*
Requirement is satisfied through embedded curriculum in the following courses:		
DFT 110	Print Reading for Industry	
MPT 140	Quality Control	
WELD 211	Welding I	
WELD 212	Welding I Practice	
WELD 221	Welding II	
WELD 222	Welding II Practice	
Science		*3*
Recommended:		
MTT 150	Metallurgy I	
U.S. and Nevada Constitutions		*3*
Degree Requirements		
DFT 110	Print Reading for Industry	3
MPT 140	Quality Control	3
OSH 222	General Industry Safety	1
Emphasis Requirements		
IS 101	Introduction to Information Systems	3
WELD 211	Welding I	3
WELD 212	Welding I Practice	2
WELD 221	Welding II	3
WELD 222	Welding II Practice	2
WELD 231	Welding III	3
WELD 232	Welding III Practice	2
WELD 241	Welding IV	3
WELD 242	Welding IV Practice	2
Elective Requirements		
Select 15 units from the following:		15
ELM 110	Electrical/Electronic Circuits	
MTT 101	Introduction to Machine Shop	
MTT 105	Machine Shop I	
MTT 150	Metallurgy I	
WELD 101	Basic Metals	
WELD 215	Introduction to Welding Fabrication Techniques	
WELD 225	Independent Study	
WELD 250	Welding Certification Preparation	
WELD 280	Introduction to Robotic Welding	
WELD 290	Internship in Welding	
Total Units		60

[1] Course may also count toward degree requirements. Please consult with Academic Advisement.

1st semester		**Units**
Communications/English [3]		3
Elective [3]		3
DFT 110	Print Reading for Industry	3
OSH 222	General Industry Safety	1
WELD 211	Welding I	3
WELD 212	Welding I Practice	2
	Semester Total	15
2nd semester		
Communications/English [3]		3
Elective [3]		6
MPT 140	Quality Control	3
WELD 221	Welding II	3
WELD 222	Welding II Practice	2
	Semester Total	17
3rd semester		
Humanities/Diversity [3]		3
IS 101	Introduction to Information Systems	3
U.S. and Nevada Constitutions [2]		3
WELD 231	Welding III	3
WELD 232	Welding III Practice	2
	Semester Total	14
4th semester		
Elective [3]		6
Science [3]		3
WELD 241	Welding IV	3
WELD 242	Welding IV Practice	2
	Semester Total	14
	Total Units	60

[2] See approved General Education list for the AAS Degree. (p. 201)

[3] See program recommendations or requirements.

Welding, Skills Certificate

Flux-Cored Arc Welding (FCAW) & Gas Tungsten Arc Welding (GTAW)

This Skills Certificate will prepare students to take the American Welding Society (AWS) certified welding (CW) exams. Students will learn various cutting processes and develop manual skills using FCAW, GTAW, and plasma arc cutting (PAC) processes that comply with AWS standards, including critical safety procedures. Students will learn to fabricate simple parts from basic drawings, sketches, and technical plans. Students must pass all coursework with a score of 75% or higher.

Outcomes

Students completing the certificate will:

- Use the FCAW, GTAW, and plasma arc cutting processes to produce a variety of welds.
- Fabricate simple parts from basic drawings, sketches, and technical plans.
- Demonstrate appropriate workplace skills and tools, including the application of personal and mechanical safety measures for using welding equipment and techniques.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirements		
WELD 231	Welding III	3
WELD 232	Welding III Practice	2
WELD 241	Welding IV	3
WELD 242	Welding IV Practice	2
Total Units		10

1st semester		Units
WELD 231	Welding III	3
WELD 232	Welding III Practice	2
WELD 241	Welding IV	3
WELD 242	Welding IV Practice	2
	Semester Total	10
	Total Units	10

Welding, Skills Certificate

Shielded Metal Arc-Welding (SMAW) & Gas Metal Arc-Welding (GMAW)

This Skills Certificate will prepare students to take the American Welding Society (AWS) certified welding (CW) exams. Students will learn fillet and groove welds using SMAW and GMAW processes, air carbon arc cutting, and develop manual skills using SMAW and GMAW that comply with AWS standards, including critical safety procedures. Students will learn to fabricate simple parts from basic drawings, sketches, and technical plans. Students must pass all coursework with a score of 75% or higher.

Outcomes

Students completing the certificate will:

- Use the SMAW and GMAW processes to produce a variety of welds.
- Fabricate simple parts from basic drawings, sketches, and technical plans.
- Demonstrate appropriate workplace skills and tools, including the application of personal and mechanical safety measures for using welding equipment and techniques.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirements		
WELD 211	Welding I	3
WELD 212	Welding I Practice	2
WELD 221	Welding II	3
WELD 222	Welding II Practice	2
Total Units		10

1st semester		Units
WELD 211	Welding I	3
WELD 212	Welding I Practice	2
WELD 221	Welding II	3
WELD 222	Welding II Practice	2
	Semester Total	10
	Total Units	10

Welding Technology, Certificate of Achievement

Certificate of Achievement Welding Technology: Based on the American Welding Society Entry Level Welder Standards, the welding technology certificate of achievement program gives students the welding skills necessary to qualify for an entry-level position in a diversity of occupations that utilize welding from construction to manufacturing along with part of the general education skills that are strongly requested by commercial and industrial employers.

Program Outcomes

Students completing the certificate will:

- Be proficient in two major welding processes and prepared for industry-standard certification.
- Identify and explain technical drawings and apply print reading techniques required in the welding industry.
- Consistently demonstrate safe and proper use of welding equipment, power tools, and accessories in the performance of welding and joinery.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter

the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Recommended:		
ENG 107	Technical Communications I	
Human Relations		*[3]*
Requirement is satisfied through embedded curriculum in the following courses: MPT 140, OSH 222, WELD 211, WELD 212 WELD 221, WELD 222.		
Mathematics		*[3]*
Requirement is satisfied through embedded curriculum in the following courses: DFT 110, MPT 140 WELD 211 WELD 212 WELD 221, WELD 222.		
Certificate Requirements		
DFT 110	Print Reading for Industry	3
MPT 140	Quality Control	3
OSH 222	General Industry Safety	1
WELD 211	Welding I	3
WELD 212	Welding I Practice	2
WELD 221	Welding II	3
WELD 222	Welding II Practice	2
Elective Requirements		
Select 10 units from the following:		10
MTT 101	Introduction to Machine Shop	
MTT 150	Metallurgy I	
WELD 101	Basic Metals	
WELD 215	Introduction to Welding Fabrication Techniques	
WELD 225	Independent Study	
WELD 231	Welding III	
WELD 232	Welding III Practice	
WELD 241	Welding IV	
WELD 242	Welding IV Practice	
WELD 250	Welding Certification Preparation	
WELD 280	Introduction to Robotic Welding	
Total Units		30

1st semester		Units
Communications [1]		3
Elective [1]		6
OSH 222	General Industry Safety	1
WELD 211	Welding I	3
WELD 212	Welding I Practice	2
	Semester Total	15
2nd semester		
Elective [1]		4
DFT 110	Print Reading for Industry	3
MPT 140	Quality Control	3
WELD 221	Welding II	3
WELD 222	Welding II Practice	2
	Semester Total	15
	Total Units	30

[1] See program recommendations or requirements.

Massage Therapy Entrepreneurship, AAS

The Associate of Applied Science in Business, Massage Therapy Entrepreneurship is a useful two-year degree in which you will undertake a broad spectrum of entrepreneurship and massage related classes that will provide you with a strong foundation of business knowledge in order to prepare you to start your own business ventures. The required massage courses follow the guidelines established by local Nevada ordinances as well as the National Certification Board of Massage. Students completing the TMCC program will be eligible to take the national certification exam and also will be eligible to join either of the two nationally recognized professional organizations: American Massage Therapy Association (AMTA) or Associated Bodywork and Massage Professionals (ABMP).

It is strongly recommended that students take the .5 unit introduction to Massage Training prior to beginning the program.

Outcomes

Students completing this degree will:

- Demonstrate their proficiency and knowledge of the fundamentals of small business management
- Apply skills and knowledge of safe and effective massage therapy fundamentals and techniques.
- Meet all requirements to become licensed massage therapists.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications/English		*6*
Recommended:		
BUS 106, BUS 107, ENG 108, EPY 101		
Fine Arts/Humanities/Social Science		*3*
Recommended:		

ANTH 208	Fundamentals of Cultural Diversity [1]	
or		
PSY/SOC 276	Aging in Modern American Society [1]	
Mathematics		*3*
Recommended:		
BUS 117	Business Calculations and Methods	
or MATH 120	Fundamentals of College Mathematics	
Science		
Required:		
MASG 205	Kinesiology for Massage and Fitness Professionals	3
Additional College Requirements		
Diversity		*[3]*
Recommended:		
ANTH 208	Fundamentals of Cultural Diversity [1]	
or		
PSY/SOC 276	Aging in Modern American Society	
Human Relations		*3*
Recommended:		
MGT 212	Leadership and Human Relations	
U.S. and Nevada Constitutions		*3*
Degree Requirements		
ENT 200	Fundamentals of Entrepreneurship	3
ENT 230	Financing Your Small Business Venture	3
ENT 240	Marketing for Small Business	3
ENT 280	Entrepreneurship and Business Plan Development	3
MASG 129	Deep Tissue and Neuromuscular Therapy	1
MASG 130	Sports and Athletic Massage	1
MASG 149	Medical Terminology for Massage Professionals	1
MASG 201	Fundamentals of Professional Massage	4
MASG 202	Anatomy and Physiology I for Massage and Fitness Professionals	4
MASG 203	Pathology for Massage Professionals	3
MASG 208	Anatomy and Physiology II for Massage and Fitness Professionals	4
MASG 210	Massage Clinic	4
MASG 216	Ethics for Massage Professionals	.5
Electives		**4.5**
Choose 4.5 units from any remaining MASG courses. [2]		
Total Units		60

[1] See the diversity section of the general education descriptions for a complete list of courses. Can also be used to satisfy another General Education, Degree/Emphasis, or Elective requirement.

[2] Please consult with a department adviser or Academic Advising.

1st semester		**Units**
English [3]		3
ENT 200	Fundamentals of Entrepreneurship	3
MASG 201	Fundamentals of Professional Massage	4
MASG 202	Anatomy and Physiology I for Massage and Fitness Professionals	4
MASG 149	Medical Terminology for Massage Professionals	1
MASG 129	Deep Tissue and Neuromuscular Therapy	1
	Semester Total	16
2nd semester		
Elective [3]		1
Mathematics [3]		3
ENT 230	Financing Your Small Business Venture	3
MASG 130	Sports and Athletic Massage	1
MASG 205	Kinesiology for Massage and Fitness Professionals	3
MASG 208	Anatomy and Physiology II for Massage and Fitness Professionals	4
	Semester Total	15
3rd semester		
Elective [3]		1.5
Diversity/Fine Arts/Humanities/Social Science [3]		3
Human Relations [3]		3
ENT 240	Marketing for Small Business	3
MASG 216	Ethics for Massage Professionals	.5
Communications [3]		3
	Semester Total	14
4th semester		
ENT 280	Entrepreneurship and Business Plan Development	3
Electives		2
MASG 203	Pathology for Massage Professionals	3
MASG 210	Massage Clinic	4
U.S. and Nevada Constitutions [3]		3
	Semester Total	15
	Total Units	60

Meadowood Center Program

1st semester		**Units**
BUS 117 or MATH 120	Business Calculations and Methods or Fundamentals of College Mathematics	3
MASG 202	Anatomy and Physiology I for Massage and Fitness Professionals	4
MASG 201	Fundamentals of Professional Massage	4
MASG 129	Deep Tissue and Neuromuscular Therapy	1
MASG 149	Medical Terminology for Massage Professionals	1
ENT 200	Fundamentals of Entrepreneurship	3
	Semester Total	16
2nd semester		
MASG 205	Kinesiology for Massage and Fitness Professionals	3
BUS 106	Business English	3
MASG 130	Sports and Athletic Massage	1
MASG 208	Anatomy and Physiology II for Massage and Fitness Professionals	4
ENT 230	Financing Your Small Business Venture	3

Elective		1
	Semester Total	15
3rd semester		
BUS 106	Business English	3
THTR 210	Theatre: a Cultural Context	3
MGT 212	Leadership and Human Relations	3
MASG 216	Ethics for Massage Professionals	0.5
ENT 240	Marketing for Small Business	3
Electives		1.5
	Semester Total	14
4th semester		
PSC 101	Introduction to American Politics	3
MASG 210	Massage Clinic	4
MASG 203	Pathology for Massage Professionals	3
ENT 280	Entrepreneurship and Business Plan Development	3
Electives		2
	Semester Total	15
	Total Units	60

[3] See program recommendations or requirements.

Massage Therapy, Certificate of Achievement

This comprehensive program follows the guidelines established by local Nevada ordinances as well as the National Certification Board of Therapeutic Massage and Bodywork. Students completing the TMCC program will be eligible to take the national certification exam and also will be eligible to join either of the two nationally recognized professional organizations: American Massage Therapy Association (AMTA) or Associated Bodywork and Massage Professionals (ABMP).

Outcomes

Students completing this certificate will:

- Apply skills and knowledge of safe and effective massage therapy fundamentals and techniques.
- Meet all requirements to become licensed massage therapists.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Recommended		
BUS 106	Business English	
BUS 107	Business Speech Communications	
BUS 111	Workplace Communications	
EPY 101	Educational, Career, and Personal Development [1]	
Mathematics		*3*
Recommended		
BUS 117	Business Calculations and Methods	
COT 110	Business Machines	
MATH 120	Fundamentals of College Mathematics (or higher)	
Human Relations		*3*
Recommended		
EPY 101	Educational, Career, and Personal Development [1]	
MGT 212	Leadership and Human Relations	
Program Requirements		
MASG 129	Deep Tissue and Neuromuscular Therapy	1
MASG 130	Sports and Athletic Massage	1
MASG 149	Medical Terminology for Massage Professionals	1
MASG 201	Fundamentals of Professional Massage	4
MASG 202	Anatomy and Physiology I for Massage and Fitness Professionals	4
MASG 203	Pathology for Massage Professionals	3
MASG 205	Kinesiology for Massage and Fitness Professionals	3
MASG 208	Anatomy and Physiology II for Massage and Fitness Professionals	4
MASG 210	Massage Clinic	4
MASG 216	Ethics for Massage Professionals	0.5
ENT 240	Marketing for Small Business	3
or ENT 280	Entrepreneurship and Business Plan Development	
MASG Electives		7
Total Units		44.5

1st semester		**Units**
MASG 129	Deep Tissue and Neuromuscular Therapy	1
MASG 149	Medical Terminology for Massage Professionals	1
MASG 201	Fundamentals of Professional Massage	4
MASG 202	Anatomy and Physiology I for Massage and Fitness Professionals	4
Mathematics		3
MASG Electives		2
	Semester Total	15
2nd semester		
MASG 130	Sports and Athletic Massage	1
MASG 205	Kinesiology for Massage and Fitness Professionals	3
MASG 208	Anatomy and Physiology II for Massage and Fitness Professionals	4
Communications		3

Human Relations		3
MASG Elective(s)		1
	Semester Total	15
3rd semester		
MASG 203	Pathology for Massage Professionals	3
MASG 210	Massage Clinic	4
MASG 216	Ethics for Massage Professionals	0.5
ENT 240 or ENT 280	Marketing for Small Business or Entrepreneurship and Business Plan Development	3
MASG Electives		4
	Semester Total	14.5
	Total Units	44.5

Mathematics

Degrees

- Mathematics, AS (p. 160)

Mathematics, AS

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

University of Nevada, Reno

The Associate of Science, Mathematics is a two-year transferable degree. This program will provide students with the necessary background in calculus and differential equations needed for a bachelor's degree in mathematics and will also provide the computer science needed for a bachelor of science degree at UNR. All courses recommended will partially satisfy the degree requirements for any of the bachelor's degree options offered by the mathematics department at the University of Nevada, Reno.

Outcomes

Students completing the degree will:

- Select and apply the appropriate algorithm or methodology to solve mathematical problems.
- Use deductive reasoning to construct mathematical proofs.
- Communicate mathematical information formally through appropriate notation, terminology, and graphical representation as well as communicate mathematical ideas informally using everyday language.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Humanities		*3*
Mathematics:		*[3]*
Required:		
MATH 181	Calculus I	4
Science		*6*
Social Science		*3*
Additional College Requirements		
Diversity [2]		*[3]*
Science		*6*
U.S. and Nevada Constitutions		*3*
Degree Requirements		
CS 135	Computer Science I	3
CS 202	Computer Science II	3
MATH 182	Calculus II	4
MATH 283	Calculus III	4
MATH 285	Differential Equations	3
Elective Requirements		
Select 9 to 12 transferable elective units		9-12
MATH 126 and MATH 127 qualify as elective units; additional units from science courses may count as electives.		
Total Units		60

[1] If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.

[2] Course may also count toward degree requirements. Please consult with Academic Advisement.

1st semester		**Units**
CS 135	Computer Science I	3
ENG 101 or ENG 113	Composition I or Composition I for International Students	3
Fine Arts [3]		3
Science [3]		3
MATH 181	Calculus I	4
	Semester Total	16
2nd semester		
CS 202	Computer Science II	3
U.S. and Nevada Constitutions [3]		3
ENG 102 or ENG 114	Composition II or Composition II For International Students	3
Science [3]		3
MATH 182	Calculus II	4
	Semester Total	16

3rd semester		
Elective [4]		3
Humanities [3]		3
Science [3]		6
MATH 283	Calculus III	4
	Semester Total	16
4th semester		
Select 2 electives [4]		6
Social Science/Diversity [3]		3
MATH 285	Differential Equations	3
	Semester Total	12
	Total Units	60

[3] See approved General Education list for the AA/AS Degree. (p. 197)

[4] See program recommendations or requirements.

Maxine S. Jacobs Nursing Program

Degrees

- Nursing, AS (p. 161)

Nursing, AS

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Science, Nursing Program prepares the graduate to practice as a registered nurse. The TMCC nursing program meets the minimum degree requirements for the Associate of Science degree. The Associate of Science degree in nursing is awarded upon completion of the curriculum and the student will be eligible to apply to take the NCLEX-RN examination leading to licensure as a Registered Nurse.

Program Student Learning Outcomes

Students completing the degree will:

- Implement one's role as a nurse in ways that reflect integrity, responsibility, ethical practices, and an evolving professional identity as a nurse committed to evidence-based practice, caring, advocacy and quality care.
- Demonstrate appropriate written, verbal, and nonverbal communication in a variety of clinical contexts.
- Integrate social, mathematical, and physical sciences, pharmacology, and pathophysiology in clinical decision-making.
- Provide patient centered care by utilizing the nursing process across diverse populations and health care settings.
- Minimize risk of harm to patients, members of the healthcare team and self through safe individual performance and participation in system effectiveness.
- Collaborate with the multidisciplinary health care team to provide effective patient care throughout the lifespan.
- Use information and technology to communicate, manage data, mitigate error, and support decision-making.

Special Admissions Procedures

Program information: 775-850-4054

The TMCC program prepares the graduate to practice as a registered nurse. The TMCC Nursing Program meets the minimum degree requirements for the Associate of Science Degree. The Associate of Science Degree in nursing is awarded upon completion of the curriculum and the student will be eligible to apply to take the national NCLEX-RN examination leading to licensure as a Registered Nurse.

Nursing program graduates are eligible to apply for licensure in the state of their choice. Each state has specific criteria for licensure eligibility. It is the student's responsibility to contact the state to ascertain eligibility requirements. Graduation from an accredited program is only one of the requirements and does not mean automatic licensure as a nurse. The State of Nevada licensure application contains five questions which may impact the applicant's ability to obtain licensure. These questions have to do with revocation, denial or suspension of a license or certificate, conviction of a criminal offense, problems with drug or alcohol use, treatment for mental illness and physical disability which could impair one's ability to practice nursing.

Nursing courses are to be taken in the sequence outlined on the following page. General education support courses may be taken as outlined or prior to acceptance into the program. However, because clinical experiences and/or theory courses may be scheduled during both day and evening hours, it is suggested that as many general education classes as possible be taken prior to acceptance into the program with the exception of required pre-requisites.

Background checks are a requirement of the clinical facilities with which Truckee Meadows Community College has a contract for nursing student clinical experience. If a student declines to provide a background check or if the background is unsatisfactory to the facility, the student will not be permitted to participate in the clinical portion of the program. Prospective students are advised that they will be withdrawn from the program if clinical requirements are not able to be met for any reason. TMCC will not be responsible for obtaining background checks and will not receive the results of any background investigations.

A student's progression in the ADN program is contingent upon attaining and maintaining a grade of "C" or better in each course in the nursing curriculum.

Admission Requirements

The pre-requisite courses, MATH 126 (or higher), BIOL 223, BIOL 224, and BIOL 251 must be taken prior to application for admission to the nursing program. There are additional admission requirements. Please go online for information.

Accreditation and Regulation

The TMCC ADN program is approved by the Nevada State Board of Nursing and is accredited by the Accreditation Commission for Education in Nursing, Inc. (ACEN). Students may contact the Nevada State Board of Nursing at 1-888-590-6726.

ACEN, a U.S. Department of Education recognized accrediting agency for nursing programs, maintains information on TMCC's nursing program. ACEN's address is:

3343 Peachtree Road, NE, Suite 850
Atlanta, GA 30326

Program Outcomes

Students completing the program will:

- Achieve a passing score on the NCLEX-RN.
- Complete the program in a timely manner.
- Be employable.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Required Courses

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Humanities		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change (Also satisfies U.S. and Nevada Constitution) [2]	
Mathematics		*3*
Required:		
MATH 126	Pre-Calculus I (or higher)	
Science		*[6]*
Required:		
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	4
BIOL 251	General Microbiology	4
Social Science		
Required:		
PSY 101	General Psychology	3
Additional College Requirements		
Diversity		*[3]*
Required:		
NURS 212	Cultural Aspects of Nursing Care [2]	
Science		*[6]*
Required:		
BIOL 223	Human Anatomy and Physiology I	4
BIOL 224	Human Anatomy and Physiology II	4
U.S. and Nevada Constitutions		*[3]*
Recommended:		
CH 203	American Experiences and Constitutional Change [2]	

Degree Requirements		
BIOL 224	Human Anatomy and Physiology II (additional 2 units from Gen. Ed.)	[2]
BIOL 251	General Microbiology (additional 2 units from Gen. Ed.)	[2]
NURS 102	Professional Behaviors	2
NURS 138	Nursing Care I	7
NURS 142	Fundamentals of Pharmacology	2
NURS 170	Nursing Care 2	7
NURS 202	Nursing Care 3	7
NURS 209	Principles of Pathophysiology	3
NURS 212	Cultural Aspects of Nursing Care	3
NURS 274	Nursing Care 4	7
Total Units		69-72

[1] If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.

[2] Course may also count toward degree requirements. Please consult with Academic Advisement.

All nursing courses must be taken in the sequence listed. A grade of “C” or better is required. Other General Education courses may be taken out of sequence if allowed by college policy.

1st semester		**Units**
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory (Fast-Track) [3]	4
BIOL 251	General Microbiology (Fast-Track) [3]	4
ENG 101	Composition I [3]	3
MATH 126	Pre-Calculus I (or higher) [3]	3
	Semester Total	14
2nd semester		
BIOL 223	Human Anatomy and Physiology I (Fast Track) [3]	4
BIOL 224	Human Anatomy and Physiology II (Fast-Track) [3]	4
ENG 102	Composition II	3
PSY 101	General Psychology	3
	Semester Total	14
3rd semester		
NURS 138	Nursing Care I	7
NURS 142	Fundamentals of Pharmacology	2
NURS 212	Cultural Aspects of Nursing Care	3
	Semester Total	12
4th semester		
NURS 170	Nursing Care 2	7
NURS 209	Principles of Pathophysiology	3
	Semester Total	10
5th semester		
Humanities [5]		3
NURS 202	Nursing Care 3	7
NURS 102	Professional Behaviors	2
	Semester Total	12

6th semester		
NURS 274	Nursing Care 4	7
Fine Arts [4]		3
	Semester Total	10
	Total Units	72

[3] After completion of prerequisite courses, students apply for admission to the Nursing Degree program.

[4] See approved General Education list for the AA/AS Degree. (p. 197)

[5] See program recommendations or requirements.

Paralegal/Law

Degrees

- Paralegal/Law, AAS (p. 163)

Paralegal/Law, AAS

Associate of Applied Science, Paralegal/ Law: Paralegals assist attorneys in a variety of settings such as private legal practices, the public legal system, and corporate legal departments. TMCC's Paralegal/Law program is the only American Bar Association (ABA) approved program in Nevada.

Outcomes

Students completing the degree will:

- Exhibit knowledge of the following areas of the law: torts, civil procedure, ethics, and real property.
- Demonstrate the ability to do basic legal research and basic legal writing.
- Acquire the knowledge and skills to obtain entry-level employment as a paralegal.

The LAW 101 (Fundamentals of Law I) course is open to all students. Upon completion of LAW 101 with a grade of 'B' or better a student may register for additional LAW courses through normal registration procedures as long as the proper prerequisites have been met. A student must maintain a 3.0 GPA average through all legal specialty coursework to graduate with an AAS degree in paralegal. Students must complete a minimum of 12 semester units of paralegal "legal specialty" courses in a live traditional classroom format, or acceptable equivalents, as specified by the American Bar Association Standing Committee on Paralegals. Transfer units intended to satisfy legal specialty units will be reviewed by the program coordinator for course content to ensure that the course(s) satisfy ABA requirements. No more than 12 semester units will be allowed via transfer for legal specialty courses. No legal specialty transfer units are allowed via examination or portfolio. Paralegals may not provide legal services directly to the public, except as permitted by law.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Diversity [1]		*[3]*
Select a course that also satisfies Humanities/Social Science.		
Communications		*3*
Recommended:		
ENG 101	Composition I	
or ENG 113	Composition I for International Students	
English		*3*
Recommended:		
BUS 108	Business Letters and Reports	
Humanities/Social Science		*3*
Select only a Humanities or Social Science course from the approved AAS General Education list.		
Human Relations		*3*
Select one of the following:		
MGT 171	Supervision	
MGT 201	Principles of Management	
MGT 212	Leadership and Human Relations	
MGT 235	Organizational Behavior	
Mathematics		*3*
Select from MATH courses 120 or above.		
Science		*3*
U.S. and Nevada Constitutions		*3*
Degree Requirements		
IS 101	Introduction to Information Systems	3
LAW 101	Fundamentals of Law I (LS) [2]	3
LAW 203	Real Property (LS) [2]	3
LAW 204	Torts (LS) [2]	3
LAW 205	Contracts (LS) [2]	3
LAW 231	Procedure - Civil (LS) [2]	3
LAW 259	Legal Writing (LS) [2]	3
LAW 261	Legal Research I (LS) [2]	3
LAW 263	Ethics (LS) [2]	3
LAW 264	Civil Evidence (LS) [2]	3
Elective Requirements		
Select 12 units from the following:		12
LAW 198	Special Topics Legal Assistant	
LAW 232	Procedure - Criminal (LS) [2]	
LAW 233	Business Structures (LS) [2]	
LAW 251	Bankruptcy (LS) [2]	
LAW 252	Family Law (LS) [2]	
LAW 255	Probate Procedures (LS) [2]	
LAW 295	Supervised Field Experience (LS) [2]	
Total Units		63

[1] May also count toward degree requirements. Please consult with Academic Advisement.

[2] 'LS' denotes legal specialty courses. A student must maintain a 3.0 GPA average through all legal specialty coursework to graduate with an AAS degree in Paralegal.

Summer		Units
This sequence contains a summer session. You cannot begin this program in the summer. It is recommended that you take the summer session following your first or second semester in the program.		
Electives: LAW 233, LAW 251, LAW 255		
	Semester Total	0
	Total Units	0

1st semester		Units
Communications/English [4]		3
Human Relations [4]		3
IS 101	Introduction to Information Systems	3
LAW 101	Fundamentals of Law I (This is a prerequisite for all other LAW courses.)	3
Mathematics		3
	Semester Total	15
2nd semester		
Communications/English [4]		3
LAW 261	Legal Research I	3
LAW 263	Ethics	3
Science		3
	Semester Total	12
3rd semester		
Elective [4]		3
LAW 203	Real Property	3
LAW 205	Contracts	3
LAW 259	Legal Writing	3
U.S. and Nevada Constitutions [3]		3
	Semester Total	15
4th semester		
Elective		3
Fine Art/Humanities/Social Science/Diversity		3
LAW 204	Torts	3
LAW 231	Procedure - Civil	3
LAW 264	Civil Evidence	3
	Semester Total	15
Summer		
Electives: See notes above. This is a summer Semester.		6
	Semester Total	6
	Total Units	63

[3] See approved General Education list for the AAS Degree. (p. 201)

[4] See program recommendations or requirements.

Personal Trainer Entrepreneurship, AAS

The Associate of Applied Science In Business, Personal Trainer Entrepreneurship is a useful two-year degree in which you will undertake a broad spectrum of entrepreneurship and personal training classes that will provide you with a strong foundation of business knowledge in order to prepare you to start your own business ventures. The required personal trainer courses will prepare you to become a certified personal trainer with your choice of national certification agencies through a comprehensive program covering safe and effective exercise, fitness testing and analysis, body mechanics, wellness fundamentals, proper nutrition, and business management skills.

Outcomes

Students completing this degree will:

- Demonstrate their proficiency and knowledge of the fundamentals of small business management.
- Apply skills and knowledge of safe and effective personal training fundamentals and techniques.
- Meet all requirements to become certified personal trainers.

Students must be CPR and first aid certified to participate in this program. EMS 101 - CPR and First Aid, is strongly recommended.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications/English [1]		*6*
Recommended:		
BUS 106, BUS 107, BUS 111, ENG 108, EPY 101		
Fine Arts/Humanities/Social Science		*3*
Recommended:		
ANTH 208	Fundamentals of Cultural Diversity	
Or		
PSY/SOC 276	Aging in Modern American Society	
Human Relations		*3*
Recommended:		
EPY 101	Educational, Career, and Personal Development [3]	
Or		
MGT 212	Leadership and Human Relations	
Mathematics		*3*
Recommended:		
MATH 120 or Higher		
Or		
BUS 117	Business Calculations and Methods	
Or		
COT 110	Business Machines	
Science		
Required:		

NUTR 121	Human Nutrition	3
Additional College Requirements		
Diversity [2]		*[3]*
Recommended:		
ANTH 208	Fundamentals of Cultural Diversity	
Or		
PSY/SOC 276	Aging in Modern American Society	
U.S. and Nevada Constitutions		*3*
Degree Requirements		
ENT 200	Fundamentals of Entrepreneurship	3
ENT 230	Financing Your Small Business Venture	3
ENT 240	Marketing for Small Business	3
ENT 280	Entrepreneurship and Business Plan Development	3
Emphasis Requirements		
PEX 173	Circuit Training	1
PEX 174	Fitness Principles and Practices	2
PEX 183	Weight Training	1
PTR 100	Introduction to Personal Training	3
PTR 120	Techniques of Teaching Weight Training	2
PTR 202	Anatomy and Physiology I for Massage and Fitness Professionals	4
PTR 205	Fitness Analysis and Application	3
PTR 208	Anatomy and Physiology II for Massage and Fitness Professionals	4
PTR 210	Kinesiology for Massage and Fitness Professionals	3
PTR 250	Personal Training Practicum	1
Electives		**3**
Choose 3 elective units from PEX or PTR courses.		
Total Units		60

1st semester		**Units**
Communications [2]		3
Mathematics [2]		3
ENT 200	Fundamentals of Entrepreneurship	3
NUTR 121	Human Nutrition	3
PTR 100	Introduction to Personal Training	3
PEX 173	Circuit Training	1-2
	Semester Total	16
2nd semester		
English [2]		3
ENT 230	Financing Your Small Business Venture	3
PEX 174	Fitness Principles and Practices	1-3
PEX 183	Weight Training	1-2
PTR 202	Anatomy and Physiology I for Massage and Fitness Professionals	4
PTR 205	Fitness Analysis and Application	3
	Semester Total	16
3rd semester		
Diversity/Fine Arts/Human Relations/Social Science [2]		3
ENT 240	Marketing for Small Business	3
PTR 208	Anatomy and Physiology II for Massage and Fitness Professionals	4
PTR 210	Kinesiology for Massage and Fitness Professionals	3
PTR 120	Techniques of Teaching Weight Training	1
	Semester Total	14
4th semester		
U. S. and Nevada Constitutions [1]		3
ENT 280	Entrepreneurship and Business Plan Development	3
Human Relations [2]		3
Elective [2]		3
PTR 250	Personal Training Practicum	2
	Semester Total	14
	Total Units	60

[1] See approved General Education list for the AA/AS Degree. (p. 197)

[2] See program recommendations or requirements.

[3] EPY 101 may count as Communications or Human Relations but may not be counted twice.

Personal Trainer, Certificate of Achievement

This comprehensive program covers safe and effective exercise, fitness testing and analysis, body mechanics, wellness fundamentals, proper nutrition, and more to provide you with a strong foundation that prepares you to become a certified personal trainer with your choice of national certification agencies.

Outcomes:

Students completing this program will:

- Apply skills and knowledge of safe and effective personal training fundamentals and techniques.
- Meet all requirements to become certified personal trainers.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Recommended		
BUS 111	Workplace Communications	

EPY 101	Educational, Career, and Personal Development	
Mathematics		*3*
Recommended		
BUS 117	Business Calculations and Methods	
COT 110	Business Machines	
MATH 120	Fundamentals of College Mathematics (or higher)	
Human Relations		*3*
Recommended		
MGT 212	Leadership and Human Relations	
EPY 101	Educational, Career, and Personal Development [1]	
Program Requirements		
NUTR 121	Human Nutrition	3
PEX 174	Fitness Principles and Practices	2
PTR 100	Introduction to Personal Training	3
PTR 120	Techniques of Teaching Weight Training	1
PTR 202	Anatomy and Physiology I for Massage and Fitness Professionals	4
PTR 205	Fitness Analysis and Application	3
PTR 208	Anatomy and Physiology II for Massage and Fitness Professionals	4
PTR 210	Kinesiology for Massage and Fitness Professionals	3
PTR 250	Personal Training Practicum	2
PEX Electives		2
Total Units		36

1st semester		**Units**
PTR 100	Introduction to Personal Training	3
PTR 202	Anatomy and Physiology I for Massage and Fitness Professionals	4
PEX 174	Fitness Principles and Practices	2
Communications		3
Mathematics		3
	Semester Total	15
2nd semester		
NUTR 121	Human Nutrition	3
PTR 120	Techniques of Teaching Weight Training	1
PTR 205	Fitness Analysis and Application	3
PTR 208	Anatomy and Physiology II for Massage and Fitness Professionals	4
PEX Elective		1
Human Relations		3
	Semester Total	15
3rd semester		
PTR 210	Kinesiology for Massage and Fitness Professionals	3
PTR 250	Personal Training Practicum	2
PEX Elective		1
	Semester Total	6
	Total Units	36

Physical Sciences

Degrees

- Chemistry, AS (p. 68)
- Computer Science, AS (p. 55)
- Engineering, AS (p. 166)
- Environmental, AS (p. 167)
- Geoscience, AS (p. 169)

Engineering, AS

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Science, Engineering is a two-year transferable program leading to an Associate of Science in Engineering. The degree is designed for students planning to obtain a four-year engineering degree. Engineering is the practical application of scientific theory and principles. This program develops a strong foundation in mathematics and physical science while providing an introduction to the fundamental aspects of engineering. Students who complete the associate degree can transfer to other colleges or universities in many engineering disciplines including civil, chemical, computer, electrical, geological, mechanical, metallurgical, mining, computer science and engineering physics.

Outcomes

Students completing the degree will:

- Describe and apply the engineering design process.
- Demonstrate effective communication skills via writing and presentations, work effectively in teams, and perform basic computational skills appropriate to the engineering field.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Recommend Diversity		
Humanities		*3*
Recommend		

CH 203	American Experiences and Constitutional Change	
Mathematics		*[3]*
Required:		
MATH 181	Calculus I [2]	4
Science		*[6]*
Required:		
CHEM 121	General Chemistry I [2]	4
PHYS 180 & 180L	Physics for Scientists and Engineers I and Physics for Scientists/Engineers Lab I [2]	4
Social Science		*3*
Recommended:		
ECON 102	Principles of Microeconomics	
Additional College Requirements		
Diversity [3]		*[3]*
Science		*[6]*
PHYS 181 & 181L	Physics for Scientists and Engineers II and Physics for Scientists/Engineers Lab II [2]	4
U.S. and Nevada Constitutions		*[3]*
Degree Requirements		
ENGR 100	Introduction to Engineering Design	3
MATH 182	Calculus II [2]	4
MATH 283	Calculus III [2]	4
MATH 285	Differential Equations [2]	3
Elective Requirements		
Select 15 - 18 units from the following based on appropriate engineering specialty. Can include co-admission at UNR. [4]		15-18
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory (civil)	
CPE 201	Digital Design (electrical, computer)	
IDS 299	General Internship Program	
ENGR 110	Introduction to Renewable Energy (renewable energy minor)	
ME 241	Statics [2]	
Courses in the following disciplines: Chemical Engineering, Civil and Environmental Engineering, Computer Engineering, Computer Science, Electrical Engineering, Geological Engineering, Geology, Materials Science and Engineering, Mechanical Engineering, Metallurgical Engineering, Mining Engineering		
Total Units		60

[1] If you place into ENG 102 or ENG 114, the additional 3 required units will become elective credit.

[2] Must maintain a “C” or higher in these courses.

[3] Course may also count toward degree requirements. Please consult with Academic Advisement.

[4] Consult with Academic Advising for a list of classes for specific engineering specialties and information regarding co-admission at UNR.

1st semester		**Units**
ENG 101	Composition I	3
ENGR 100	Introduction to Engineering Design	3
Fine Arts / Diversity [5]		3
MATH 181	Calculus I	4
	Semester Total	13
2nd semester		
Electives		3
ENG 102	Composition II	3
CHEM 121	General Chemistry I	4
MATH 182	Calculus II	4
Social Science (ECON 102 Recommended)		3
	Semester Total	17
3rd semester		
Electives		3
Humanities (Recommend CH 203)		3
MATH 283	Calculus III	4
PHYS 180 & 180L	Physics for Scientists and Engineers I and Physics for Scientists/Engineers Lab I	4
	Semester Total	14
4th semester		
Electives		9
PHYS 181 & 181L	Physics for Scientists and Engineers II and Physics for Scientists/Engineers Lab II	4
MATH 285	Differential Equations	3
	Semester Total	16
	Total Units	60

[5] See program recommendations or requirements.

Environmental Science, AS

The Associate of Science, Environmental Science focuses on issues that are of relevance to all citizens of the United States and all countries. With growth and development comes the need for people trained in environmental sciences that can deal with environmental issues. Sustainable development is a local and regional concern, especially as Nevada’s growth continues to lead the nation. The Associate of Science emphasis in environmental science is specifically designed to transfer seamlessly into the environmental science curriculum at the University of Nevada, Reno. It will also prepare students for transfer into similar programs at other four-year institutions.

Outcomes

Students completing the degree will:

- Perform both laboratory and field experiments using the scientific method, which requires observation, hypothesis testing, data collection, and the application of basic ecological principles to explain results.
- Demonstrate effective oral and written communication, teamwork and collaboration in scientific, mathematical, and other settings.
- Explain the impacts of different environmental pollutants and critically evaluate various pollution mitigation efforts in the context of regional and global policies, economics, and politics.

- Explain major impacts of human activities on environmental quality and identify and assess solutions to current and potential environmental problems, such as global climate change, biodiversity loss, and human population growth and use of natural resources.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Humanities		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change [2]	
Mathematics [3]		
Required:		
MATH 127	Pre-Calculus II	3
or MATH 181	Calculus I	
Science		
Required:		
CHEM 121	General Chemistry I	4
CHEM 122	General Chemistry II	4
Social Science		*3*
Recommended:		
GEOG 200	World Regional Geography [4]	
Additional College Requirements		
Diversity		*[3]*
Recommended:		
GEOG 200	World Regional Geography	
U.S. and Nevada Constitutions		*[3]*
Recommended:		
CH 203	American Experiences and Constitutional Change	
Degree Requirements		
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	3
BIOL 191A & BIOL 191L	Introduction to Organismal Biology and Intro to Organismal Biology Lab	3
GEOG 210	Introduction to Geotechnology	3
GEOL 101	Geology: Exploring Planet Earth	4
NRES 100	Prin of Natural Resources & Environmental Sciences	3
NRES 210	Environmental Pollution	3
NRES 217	Natural Resource Ecology (Course will be called Natural Resource Ecology and developed in fall 2019)	3
STAT 152	Introduction to Statistics	3
Choose either one of the following tracks: [5]		**7**
Track 1: Pollution and Environmental Contaminants		
CHEM 241	Organic Chemistry I	
PHYS 180 & 180L	Physics for Scientists and Engineers I and Physics for Scientists/Engineers Lab I	
or PHYS 151	General Physics I	
Track 2: Natural Resource Planning and Management		
GEOG 121	Climate Change: the Science Basis	
GEOL 206	Geology of Geothermal Energy Resources	
Total Units		58

[1] If you place into ENG 102 or ENG 114, the additional 3 required units will become elective credit.

[2] Course may also count toward U.S. and Nevada Constitution requirement. Please consult with Academic Advisement.

[3] MATH 181 required if transferring to UNR

[4] Course may also count toward Diversity requirement. Please consult with Academic Advisement.

[5] For students transferring into a specific Environmental Science emphasis at UNR, choose track appropriate for that emphasis. See Departmental Advisor for details if needed.

1st semester		**Units**
MATH 127 or MATH 181	Pre-Calculus II or Calculus I	3
Fine Arts [6]		3
ENG 101 or ENG 113	Composition I or Composition I for International Students	3
NRES 100	Prin of Natural Resources & Environmental Sciences	3
BIOL 190 & 190L	and Introduction to Cell and Molecular Biology Laboratory	4
	Semester Total	16
2nd semester		
CHEM 121	General Chemistry I	4
ENG 102 or ENG 114	Composition II or Composition II For International Students	3
STAT 152	Introduction to Statistics	3
GEOL 101	Geology: Exploring Planet Earth	4
	Semester Total	14
3rd semester		
CHEM 122	General Chemistry II	4
NRES 210	Environmental Pollution	3
CH 203	American Experiences and Constitutional Change	3
GEOG 210	Introduction to Geotechnology	3
Elective track [7]		3-4
	Semester Total	16

4th semester		
BIOL 191 & 191L	and Intro to Organismal Biology Lab	4
GEOG 200	World Regional Geography	3
NRES 217	Natural Resource Ecology	3
Elective track [7]		3-4
	Semester Total	14
	Total Units	60

[6] See approved General Education list for the AA/AS Degree. (p. 197)

[7] See program recommendations or requirements.

Geoscience, AS

The Associate of Science, Geoscience is designed to provide a solid foundation for students interested in geology, natural resources, physical geography, renewable energy (in particular geothermal energy), environmental sciences and planning, and teaching of science. After completing the emphasis program, students will be well prepared to either enter the workforce as a technician or transfer to four-year professional baccalaureate degree programs. The program will maximize student transfer opportunities.

Outcomes

Students completing the degree will:

- Relate how the various earth systems, consisting of the geosphere, hydrosphere, cryosphere, atmosphere, and biosphere, interact with each other so as to affect surface landforms, climate and weather, oceanic circulation patterns, and well being of life forms including the human condition.
- Utilize the theory of plate tectonics to explain the distribution of volcanoes, earthquakes, energy and mineral resources, and formation of different types of rocks and minerals.
- Demonstrate an ability to identify and classify rocks and minerals and relate their origin to both internal and external forces and processes. Much like words in a book tell a story, students will “read” rocks to interpret their history as written by nature.
- Recognize that changes in life over time involve feedbacks between life forms and the physical environment—that changes in our physical environment, driven by both internal and external forces, govern the explosions and extinctions of life forms with time and will continue to do so.
- Apply the scientific method and geologic knowledge gained in a capstone course to interpret the geologic history of select areas of the Reno region through field studies, involving rock and structure identification and plotting their distribution to make basic but informative geologic maps also useful in assessments of geological hazards.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Recommended:		
THTR 210	Theatre: a Cultural Context	
Humanities		*3*
Mathematics		
Required:		
MATH 127	Pre-Calculus II (or higher) [2]	3
Science		*[6]*
Required:		
CHEM 121	General Chemistry I	4
CHEM 122	General Chemistry II	4
Social Science		*3*
Recommended:		
GEOG 106	Introduction to Cultural Geography	
Additional College Requirements		
Diversity [3]		*[3]*
Recommended:		
THTR 210	Theatre: a Cultural Context	
Science		*[6]*
U.S. and Nevada Constitutions		*[3]*
Degree Requirements		
ECON 102	Principles of Microeconomics	3
or ECON 103	Principles of Macroeconomics	
GEOL 101	Geology: Exploring Planet Earth	4
GEOL 102	Earth and Life Through Time	4
GEOL 206	Geology of Geothermal Energy Resources	3
GEOL 260	Introduction to Field Methods	2
MATH 181	Calculus I	4
MATH 182	Calculus II	4
PHYS 151	General Physics I	4
or PHYS 180/180L	Physics for Scientists and Engineers I	
2 additional Science units satisfied through GE.		[2]
Elective Requirements		
Select 6 units from the following:		6
BIOL 100	General Biology for Non-Majors [4]	
GEOG 103 & GEOG 104	Physical Geography of Earth’s Environment and Physical Geography Lab	
GEOG 121	Climate Change: the Science Basis	
GEOG 210	Introduction to Geotechnology	
GEOL 100	Earthquakes, Volcanoes and Natural Disasters	
NRES 100	Prin of Natural Resources & Environmental Sciences	

PHYS 181 & 181L	Physics for Scientists and Engineers II and Physics for Scientists/Engineers Lab II (preferred) [5]	
or PHYS 152	General Physics II	
Total Units		60

[1] If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.

[2] MATH 181 and MATH 182 are required of Geology majors at UNR prior to graduation.

[3] Course may also count toward degree requirements. Please consult with Academic Advisement.

[4] BIOL 100 is required for a UNR Geology Baccalaureate Degree.

[5] PHYS 152 is required for UNR Geology baccalaureate degree. Note: PHYS 152 is not regularly taught at TMCC; however, PHYS 181/PHYS 181L is normally taught at TMCC.

1st semester		Units
CHEM 121	General Chemistry I	4
ENG 101 or ENG 113	Composition I or Composition I for International Students	3
GEOL 101	Geology: Exploring Planet Earth	4
MATH 127	Pre-Calculus II	3
Diversity/Fine Arts [6]		3
	Semester Total	17
2nd semester		
ENG 102 or ENG 114	Composition II or Composition II For International Students	3
CHEM 122	General Chemistry II	4
GEOL 206	Geology of Geothermal Energy Resources	3
MATH 181	Calculus I	4
	Semester Total	14
3rd semester		
ECON 102 or ECON 103	Principles of Microeconomics or Principles of Macroeconomics	3
GEOL 102	Earth and Life Through Time	4
GEOL 260	Introduction to Field Methods	2
Humanities [6]		3
PHYS 151 or PHYS 180/180L	General Physics I or Physics for Scientists and Engineers I	4
	Semester Total	16
4th semester		
Elective [6]		3
MATH 182	Calculus II	4
Social Science [6]		3
U.S. and Nevada Constitutions [6]		3
	Semester Total	13
	Total Units	60

[6] See program recommendations or requirements.

Political Science

Degrees

- Political Science, AA (p. 170)

Political Science, AA

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Arts Degree in Political Science is designed for students interested in the study of governments and other political actors. The curriculum will provide students with a basic understanding of the central concepts, questions, and theoretical perspectives in political science. Among the concepts that students will study include power, authority, ethics, legitimacy, and representation; the concepts will be used to analyze the political impact of issues including war, peace, globalization, poverty, the environment, and equality. The course of study is designated as a university transfer program that meets the requirements for the first two years of study for the B.A. in political science at UNR. Since this emphasis is part of a 2+2 program, students receiving this degree will be eligible for transfer to upper division status in UNR's College of Liberal Arts. Students wishing to transfer to any other baccalaureate program should consult advisors at TMCC and the institution of transfer to obtain the necessary courses.

Outcomes

Students completing this degree will:

- Critically analyze central questions in political science; these include but are not limited to the origins and purposes of government, the proper relationship between citizens and government, and how societies deal with change, allocate resources, and distribute power.
- Write clearly about contemporary issues of politics at the local, state, and national and/or international level.
- Know the duties of citizens and the importance of effective involvement in politics. Specifically, graduates will develop the knowledge to function effectively as responsible, ethical and contributing citizens of the community, state, and nation.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English [1]		*3-6*
Required:		

ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Fine Arts		*3*
Humanities		*3*
Mathematics		*3*
Math 120 or Higher		
Science		*6*
Social Science		
Required:		
PSC 101	Introduction to American Politics	3
Additional College Requirements		
Diversity [2]		*[3]*
Foreign Language [3]		*0-14*
U.S. & NV Constitutions [2, 4]		*[3]*
Degree Requirements		
PSC 210	American Public Policy	3
PSC 211	Introduction to Comparative Politics	3
PSC 231	Introduction to International Relations	3
Emphasis Requirements		
PSC 208	Survey of State and Local Government	3
PSC 250	The Politics of International Terrorism	3
PSC 295	Special Topics in Political Science	3
Elective		**4-15**
Choose from PSC 227, or PSC 299		
Or any Transferable Elective		
Total Units		60

1 If you place into ENG 102 or ENG 114, the additional 3 required units will become elective units.

2 Course may also count toward degree requirements. Please consult with Academic Advisement.

3 Please refer to the Foreign Language Requirements (p. 200) for options to complete

1st semester		**Units**
English [4]		3
Fine Arts [4]		3
Foreign Language [6]		4
Mathematics [4]		3
PSC 101	Introduction to American Politics	3
	Semester Total	16
2nd semester		
English [4]		3
Foreign Language [6]		4
Humanities [4]		3
Science [4]		3
PSC 231	Introduction to International Relations	3
	Semester Total	16
3rd semester		
Elective [5]		3
Emphasis [5]		3
Foreign Language [6]		3
Science [4]		3
PSC 211	Introduction to Comparative Politics	3
	Semester Total	15
4th semester		
Elective [5]		3-4
Foreign Language [6]		3
Diversity [5]		3
PSC 210	American Public Policy	3
	Semester Total	13
	Total Units	60

4 See approved General Education list for the AA/AS Degree. (p. 197)

5 See program recommendations or requirements

6 See approved Foreign Language list for the AA Degree. (p. 200)

Psychology

Degrees

Psychology, AA (p. 171)

Psychology, AA

This program can be completed 100% online.
AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Arts Degree in Psychology is designed for students seeking careers in psychology or related fields. The degree requirements include a well-balanced general education curriculum. Specific curriculum provides students with major concepts, theoretical perspectives and empirical findings in psychology. In addition, students will come to understand and apply basic research methods in psychology. This course of study is designed as a university transfer program that substantially meets the requirements for the first two years of study for the B.A. in psychology at UNR. In addition, students have the possibility to begin work on a minor in addiction treatment services that is available at UNR. Students wishing to transfer to any other baccalaureate program should work closely with TMCC advisors and advisors at the institution of transfer to obtain recommended courses for transfer.

Outcomes

Students completing the degree will:

- Demonstrate familiarity with the major concepts, theoretical perspectives and empirical findings in psychology.
- Understand and apply basic academic research methods in psychology including research design, data analysis and interpretation.
- Apply psychological principles to understand human behavior.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)

2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English		3-6
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Humanities		*3*
Mathematics		*3*
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*
Social Science		*3*
Additional College Requirements		
Diversity [2]		*[3]*
Recommended:		
Select a course that satisfies a General Education requirement.		
Foreign Language		*0-14*
U.S. and Nevada Constitutions		*[3]*
Recommended:		
PSC 101	Introduction to American Politics	
or CH 203	American Experiences and Constitutional Change	
Degree Requirements		
PSY 101	General Psychology	3
PSY 233	Child Psychology	3
or PSY 261	Introduction to Social Psychology	
PSY 240	Introduction to Research Methods	3
PSY 241	Introduction to Abnormal Psychology	3
Elective Requirements		**10-24**
Note: Students transferring to UNR's BA in Psychology/Research Specialization should take the following:		
PSY 210	Introduction to Statistical Methods	
PSY 261	Introduction to Social Psychology	
or PSY 233	Child Psychology	
Choose up to 6 units from the following disciplines. If additional units are still required, please meet with Academic Advisement.		
Any ANTH (except ANT 102, 110L)		
Or: ART, CRJ, DAN, ENG, HIST, MUS, MUSA, PHIL, SOC. THTR, WMST.		
Total Units		60

1 If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.

2 Course may also count toward degree requirements. Please consult with Academic Advisement.

1st semester		**Units**
ENG 101	Composition I	3
or ENG 113	or Composition I for International Students	
Fine Arts/Diversity [3]		3
Foreign Language [5]		4
Mathematics [3]		3
PSY 101	General Psychology	3
	Semester Total	16
2nd semester		
ENG 102	Composition II	3
or ENG 114	or Composition II For International Students	
Foreign Language [5]		4
PSY 210	Introduction to Statistical Methods (or other elective) [4]	4
PSY 233	Child Psychology	3
or PSY 261	or Introduction to Social Psychology	
Science [3]		3
	Semester Total	17
3rd semester		
Foreign Language [5]		3
PSY 240	Introduction to Research Methods	3
PSY 241	Introduction to Abnormal Psychology	3
Science [3]		3
Social Science/U.S. and Nevada Constitutions [4]		3
	Semester Total	15
4th semester		
Electives [4]		3
Foreign Language [1]		3
Humanities [4]		3
PSY 261	Introduction to Social Psychology (or other elective)	3
or PSY 233	or Child Psychology	
	Semester Total	12
	Total Units	60

3 See approved General Education list for the AA/AS Degree. (p. 197)

4 See program recommendations or requirements.

5 See approved Foreign Language list for the AA Degree.

Public Safety

Bachelors Degrees

- Emergency Management & Homeland Security, BAS (p. 173)

Associate Degrees

- Fire Technology, AAS (p. 176)
- Prehospital Emergency Medicine, AAS (p. 178)

Certificate of Achievement

- Fire Science Technology (p. 175)
- Paramedic (p. 177)

Skills Certificates

- Advanced Emergency Medical Technician (p. 173)
- Emergency Medical Technician (p. 174)

Advanced Emergency Medical Technician, Skills Certificate

This skills certificate will provide training for students to work in the pre-hospital care environment. The student will build upon skills learned in the EMT class and learn how to perform invasive skills. This class will teach the student how to orally intubate a non-breathing patient, start an intravenous (IV) line, and administer medications via many different routes. The student will also learn more information on body systems and disease processes in both adults and children. This skills certificate will prepare students to receive EMT-Advanced Certification from the State of Nevada.

Outcomes

Students completing the certificate will:

- Demonstrate the ability to comprehend proper history taking techniques and apply the process of clinical decision making and to use assessment findings to help form a field impression.
- Demonstrate the ability to explain the pathophysiological significance of examination findings.
- Demonstrate the ability to effectively document the essential elements of a patient assessment and follow an accepted format for dissemination of the patient information in verbal form, either in person or on the radio.

Pre-Registration Requirements

Class requirements include State of Nevada EMT certified, 18 years of age or older, current AHA health care provider CPR card, medical insurance, proof of two-step negative TB Skin test or negative chest X-ray, current Tetanus/Diptheria (TD), Hepatitis B (2nd in the series of 3), proof of 2 MMR (Measles, Mumps, Rubella), proof of Varicella (Chicken Pox), Background check receipt from www.mystudentcheck.com (https://weborder.precheck.net/StudentCheck/studentmain.aspx), 5 panel drug testing from ARC and current drivers license or state identification.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
EMS 115	Advanced Emergency Medical Technician	7
Total Units		7

1st semester		Units
EMS 115	Advanced Emergency Medical Technician [1]	7
	Semester Total	7
	Total Units	7

[1] Prerequisite: Nevada EMT-B certification, current healthcare provider CPR card (AHA or ARC), proof of health insurance, MMR, Hepatitis B, TD and 2-Step TBS skin test within 1 year.

Emergency Management and Homeland Security, BAS

This program can be completed 100% online.
The Bachelor of Applied Science in Emergency Management and Homeland Security (BAS-EMHS) provides students with a well-rounded foundation in the history, politics, defense and preparedness aspects of terrorism. It will also provide students with the management principles of planning, mitigation, response and recovery from natural and man made disasters in emergency management roles. Graduates of the program will be able to conduct planning analysis, write, and implement emergency plans for public and private entities while addressing the issues of homeland security within the emergency management role. Emergency management and homeland security is one of the fastest growing disciplines in the United States today with excellent employment prospects for graduates in both the public and the private sector.

Outcomes

Students completing this degree will:

- Identify the underlying principles and roles of Emergency Management and Homeland Security within the public organizations and private sector business.
- Apply the concepts of professional skills and competencies in Emergency Management and Homeland Security planning, mitigation, response, and recovery.

To earn a Bachelor's Degree students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Satisfy General Education requirements for Bachelor's degrees (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
3. Complete 120 units in total.
   - 32 units must be completed at TMCC.
   - 40 units must be Upper Divisional.
4. Have no financial or library obligation to the college.

Code	Title	Units
Degree Entry Prerequisite Information		
Students entering this BAS will start from one of several prerequisite options. Please contact the Program Advisor for more details on transfer articulation.		
AAS, Prehospital Emergency Medicine		*72*
Follow the program worksheet for AAS in Prehospital Emergency Medicine with the additional prerequisite:		
EMHS 200	ICS/NIMS/EOC	
AAS in Fire Technology		*60*
Follow the Program Worksheet for AAS in Fire Technology		

Code	Title	Units
Units from AA. AS, or AAS Degree.		**60**
General Education Requirements must be met. Depending on courses taken in the AAS, you may be required to take additional units to satisfy these requirements.		
Natural Science		
Required:		
GEOL 100	Earthquakes, Volcanoes and Natural Disasters	
Degree Requirements		
EMHS 300	Principles, Practices Philosophy & Doctrine of Emergency Management	3
EMHS 302	Principles and Practices of Mitigation and Recovery in Emergency Management	3
EMHS 304	Hazard Risk Management: Vulnerability and Risk	3
EMHS 311	International and Domestic Terrorism	3
EMHS 313	Homeland Security: Preparedness, Prevention, Deterrence & Emergency Management	3
EMHS 321	Homeland Security Policy, Ethics and Civil Liberties	3
EMHS 410	Social Dimensions, Lifecycle and Ethics of Disaster	3
EMHS 412	Emergency Management Fiscal Administration	3
EMHS 414	Organizational Crisis & Continuity Management	3
EMHS 416	Introduction to Exercise Design and Evaluation	3
EMHS 421	Critical Thinking and Strategic Intelligence	3
EMHS 422	Public Health and Disasters	3
EMHS 423	Critical Infrastructure and Resource Protection	3
EMHS 425	Emergency Management/Homeland Security Leadership & Communication	3
EMHS 490	Emergency Management Homeland Security Capstone	3
Elective Requirements		
Select 15 upper-division elective credits. [1]		15
EMHS 306	Advanced ICS-EOC Interface	
EMHS 320	History of United States Hazards and Disasters	
EMHS 322	Trauma Treatment in an age of disaster and terrorism	
EMHS 323	Physical Security and Deterrents to Terrorism	
EMHS 325	Terrorism, Weapons of Mass Destruction and Homeland Security	
EMHS 420	Advanced Disaster Case Study	
EMHS 427	Critical Incident Management for Public Safety	
EMHS 429	Transportation Systems: Security and multi-modal transportation	
EMHS 470	Emergency Management Homeland Security Internship	
Total Units		120

[1] Electives are designed to address the student's emphasis within the degree program, whether Emergency Management, Public Health or Homeland Security.

1st semester		**Units**
Elective [2]		3
EMHS 300	Principles, Practices Philosophy & Doctrine of Emergency Management	3
EMHS 302	Principles and Practices of Mitigation and Recovery in Emergency Management	3
EMHS 306	Advanced ICS-EOC Interface	3
EMHS 311	International and Domestic Terrorism	3
	Semester Total	15
2nd semester		
EMHS 304	Hazard Risk Management: Vulnerability and Risk	3
EMHS 313	Homeland Security: Preparedness, Prevention, Deterrence & Emergency Management	3
EMHS 410	Social Dimensions, Lifecycle and Ethics of Disaster	3
EMHS 412	Emergency Management Fiscal Administration	3
EMHS 414	Organizational Crisis & Continuity Management	3
	Semester Total	15
3rd semester		
EMHS 321	Homeland Security Policy, Ethics and Civil Liberties	3
EMHS 421	Critical Thinking and Strategic Intelligence	3
EMHS 423	Critical Infrastructure and Resource Protection	3
EMHS 425	Emergency Management/Homeland Security Leadership & Communication	3
Elective [2]		3
	Semester Total	15
4th semester		
Electives [2]		9
EMHS 416	Introduction to Exercise Design and Evaluation	3
	Semester Total	12
5th semester		
EMHS 490	Emergency Management Homeland Security Capstone	3
	Semester Total	3
	Total Units	60

[2] See Program Requirements.

Emergency Medical Technician, Skills Certificate

This skills certificate is designed for individuals who anticipate working with an ambulance service, a hospital emergency department, fire department, police department, mining operation or in other occupational fields where medical emergencies are common. At the successful

completion of this course, the student will receive EMT-Basic Certification from the State of Nevada.

Outcomes

Students completing the certificate will:

- Demonstrate the ability to understand the roles and responsibilities within an EMS system, methods to stay healthy and to prevent job related injuries in the field.
- Demonstrate the ability to gain knowledge of basic legal issues that impact decisions made in the field and the importance of ethics when making these decisions.
- Demonstrate the ability to effectively communicate psychologically and sociologically with all ages and cultures of patients in the prehospital environment.

Pre-Registration Requirements

Class requirements include State of Nevada EMT certified, 18 years of age or older, current AHA health care provider CPR card, medical insurance, proof of two-step negative TB Skin test or negative chest X-ray, current Tetanus/Diptheria (TD), Hepatitis B (2nd in the series of 3), proof of 2 MMR (Measles, Mumps, Rubella), proof of Varicella (Chicken Pox), Background check from www.mystudentcheck.com (https://weborder.precheck.net/StudentCheck/studentmain.aspx), 5 panel drug testing from ARC.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
EMS 108	Emergency Medical Technician Training	6
Total Units		6

1st semester		Units
EMS 108	Emergency Medical Technician Training [1]	6
	Semester Total	6
	Total Units	6

[1] Prerequisite: Current healthcare provider CPR card, proof of health insurance, MMR, TD, Hepatitis B, 2-step TB skin test and 18 years of age.

Fire Science Technology, Certificate of Achievement

The Certificate of Achievement, Fire Technology is designed to prepare individuals for work with a fire service organization and may lead to certification in basic wildland firefighting. Students interested in acquiring the Fire Technology Certificate of Achievement must complete the general education and emphasis requirements.

Outcomes

Students completing the certificate will:

- Learn about the different theaters of firefighting and prevention.
- Identify and properly use the different equipment needed in the different theaters of firefighting.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements [1]		
Communications		*3*
Human Relations		*3*
Recommended:		
MGT 212	Leadership and Human Relations	
Mathematics		*3*
Certificate Requirements		
EMHS 200	ICS/NIMS/EOC	3
FT 101	Introduction to Fire Protection	3
FT 125	Build Construction I	3
FT 131	Hazardous Materials	3
FT 200	Leadership and Ethics in Emergency Service	3
Elective Requirements		
Six additional units required. Select from the following or other FS courses listed in the catalog:		6
FT 110	Basic Wildland Firefighting	
FT 121	Fire Prevention I	
FT 122	Codes/Ordinances I	
Total Units		30

[1] EMS 108 Emergency Medical Technician I Basic Training is strongly recommended in addition to the other requirements.

Fire Technology students without prior fire service experience must take FT 101 Introduction to Fire Protection before entering the fire academy.

The curriculum follows National Wildland Cooperation Group standards.

For a suggested program sequence, please contact the academic advisement office at 775-673-7062.

Fire Technology, AAS

Fire Suppression

The Associate of Applied Science, Fire Technology is designed for individuals who wish to advance their careers in fire fighting or fire prevention. Students completing the Fire and Rescue Academy may also apply their academy credits toward completion of this degree. For those interested in a career in fire prevention or fire suppression systems, we recommend this degree with additional certificate courses in fire suppression systems.

Outcomes

Students completing the degree will:

- Define the All Hazards approach and interdisciplinary relationships in the modern emergency service environment.
- Describe the elements and governmental levels of the National Response Framework specific to the Incident Command System (ICS), National Incident Management System (NIMS), Emergency Operations Center (EOC) functions, and through practical application, the principles of emergency mitigation, response and recovery.
- Identify and define the physical, mental, interpersonal and leadership aspects that have resulted from the multifaceted evolution of the emergency services professions and the ability to function cohesively amongst diverse ethnicity and backgrounds of people within the services and communities.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English/Communications		*6*
Required:		
Select one of the following:		
ENG 101 & ENG 102	Composition I and Composition II	
ENG 113 & ENG 114	Composition I for International Students and Composition II For International Students	
Human Relations		*3*
Required:		
MGT 201	Principles of Management	
Quantitative Reasoning		*3*
Required:		
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*3*
Required:		
ENV 101	Introduction to Environmental Science	
Fine Arts/Humanities/Social Science		*3*
Recommended:		
SOC 205	Ethnic Groups in Contemporary Societies	
U.S. and Nevada Constitutions		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change	
Diversity [1]		*[3]*
Recommended:		
SOC 205	Ethnic Groups in Contemporary Societies	
Degree Requirements		
BUS 107	Business Speech Communications	3
EMHS 200	ICS/NIMS/EOC	3
FS 150	Physical Fitness and Nutrition for Fire Service	3
FT 100	Introduction to Emergency Services	3
FT 122	Codes/Ordinances I	3
FT 125	Build Construction I	3
FT 200	Leadership and Ethics in Emergency Service	3
SOC 110	Conflict Resolution	3
Elective Requirements		
Select 15 units from the following:		15
EMS 108	Emergency Medical Technician Training	
FT 106	Firefighter I Academy	
FT 110	Basic Wildland Firefighting	
FT 121	Fire Prevention I	
FT 131	Hazardous Materials	
Total Units		60

[1] Course may also count toward additional degree requirements. Please consult with Academic Advisement

1st semester		**Units**
English [3]		3
Elective [3]		3
MATH 120	Fundamentals of College Mathematics	3
FT 200	Leadership and Ethics in Emergency Service	3
FS 150	Physical Fitness and Nutrition for Fire Service	3
	Semester Total	15
2nd semester		
English [3]		3
ENV 101	Introduction to Environmental Science	3
FT 100	Introduction to Emergency Services	3
Social Science/Diversity [3]		3
SOC 110	Conflict Resolution	3
	Semester Total	15
3rd semester		
FT 125	Build Construction I	3
FT 122	Codes/Ordinances I	3
EMHS 200	ICS/NIMS/EOC	3
U.S. & Nevada Constitution [3]		3
	Semester Total	12

4th semester		
Elective [3]		6
	Semester Total	6
5th semester		
BUS 107	Business Speech Communications	3
MGT 201	Principles of Management	3
Select 6 units of electives from the approved list: [3]		6
	Semester Total	12
	Total Units	60

[2] See approved General Education list for the AAS Degree. (p. 201)

[3] See program recommendations or requirements.

Paramedic, Certificate of Achievement

The paramedic program is designed for the student who desires education and training with a career goal to become a Paramedic. The certificate of achievement from TMCC will be awarded after the student has completed all program and certificate requirements. This is a 12-15 month continuous program.

Outcomes

Students completing the certificate will:

- Apply the scientific and theoretical principles relevant to paramedic practice and will perform basic procedures; administer medications orally, intramuscularly, subcutaneously, Intranasally, and intravenously, read electrocardiograms (ECGs), and use a variety of complex medical equipment.
- Demonstrate the practical knowledge and skills to provide pre-hospital healthcare to diverse communities, utilizing the highest professional levels of knowledge, judgment, and ability.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Required:		
ENG 101	Composition I	
Human Relations		*[3]*
Embedded:		
EMS 108	Emergency Medical Technician Training	
EMS 200	Fundamentals of Paramedic Medicine	
EMS 209	Patient Assessment for Paramedics	
EMS 211	Paramedic Care for Medical Emergencies and ACLS	
Mathematics		*3*
Required:		
MATH 120	Fundamentals of College Mathematics (or higher)	
Certificate Requirements [1]		
EMS 108	Emergency Medical Technician Training	6
EMS 115	Advanced Emergency Medical Technician	7
EMS 200	Fundamentals of Paramedic Medicine	3
EMS 202	Advanced Cardiology for Paramedics	3
EMS 203	Assessment Based Management I	3
EMS 205	Principles of Pathophysiology	3
EMS 206	Prin Pharmacology/Medication Admin/ Venous Access	3
EMS 207	Airway Management and Ventilation for Paramedics	3
EMS 209	Patient Assessment for Paramedics	3
EMS 210	Principles of Cardiology for the Paramedic	3
EMS 211	Paramedic Care for Medical Emergencies and ACLS	4
EMS 212	Paramedic Trauma Emergencies and ITLS	3
EMS 214	Pediatrics & Special Consideration for Para/Pals	3
EMS 215	Assess Based Management/Operation for Paramedic I	3
EMS 216	Hospital Clinical Experience for the Paramedic	4
EMS 217	Field Internship for the Paramedic	4
Total Units		64

[1] All paramedic courses are to be taken in the sequence indicated (a grade of “C” or better is required). Certificate Requirement courses are required for the certificate of achievement.

1st semester		**Units**
EMS 108	Emergency Medical Technician Training	6
ENG 101	Composition I	3
Mathematics		3
	Semester Total	12
2nd semester		
EMS 115	Advanced Emergency Medical Technician	7
	Semester Total	7
3rd semester		
EMS 200	Fundamentals of Paramedic Medicine	3
EMS 203	Assessment Based Management I	3
EMS 205	Principles of Pathophysiology	3
EMS 206	Prin Pharmacology/Medication Admin/Venous Access	3
EMS 209	Patient Assessment for Paramedics	3
EMS 210	Principles of Cardiology for the Paramedic	3
	Semester Total	18

4th semester		
EMS 202	Advanced Cardiology for Paramedics	3
EMS 207	Airway Management and Ventilation for Paramedics	3
EMS 211	Paramedic Care for Medical Emergencies and ACLS	4
EMS 212	Paramedic Trauma Emergencies and ITLS	3
EMS 214	Pediatrics & Special Consideration for Para/Pals	3
EMS 215	Assess Based Management/Operation for Paramedic I	3
EMS 216	Hospital Clinical Experience for the Paramedic	4
EMS 217	Field Internship for the Paramedic	4
	Semester Total	27
	Total Units	64

Prehospital Emergency Medicine, AAS

Associate of Applied Science, Prehospital Emergency Medicine program is designed to provide students with the necessary training in cognitive, psychomotor, and affective behaviors to provide advanced life support in the prehospital setting and to provide the necessary coursework to be licenced in the State of Nevada and nationally certified. This limited entry program offers a comprehensive and in-depth study of advanced life support skills which include pharmacology, advanced airway management procedures and skills, ECG interpretation and electrical therapy for specified cardiac patients. Associate degree recipients may see improved opportunity for managerial, clinical or educational advancement after sufficient field experience is obtained. The Paramedic Program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org (http://www.caahep.org)) upon the recommendation of the committee of educational programs for the emergency medical services professions (CoAEMSP).

Outcomes

Students completing the degree will:

- Demonstrate competency in all areas outlined in the National Registry of Emergency Medical Technician cognitive and psychomotor examinations.
- Exhibit proficiency in all technical skills required of emergency medical care and transportation of critical and emergent patients.
- Demonstrate professional attitudes and ethical behaviors consistent with the expectations of the profession, area employers and the local medical community.

Commission on Accreditation of Allied Health Education Programs
1361 Park Street
Clearwater, FL 33756
727-210-2350

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Diversity [1]		*[3]*
Required:		
SOC 205	Ethnic Groups in Contemporary Societies	
Communications		
Required:		
COM 113	Fundamentals of Speech Communications	3
English		
Required:		
ENG 102	Composition II	3
or ENG 114	Composition II For International Students	
Fine Arts/Humanities/Social Science		
Required:		
SOC 205	Ethnic Groups in Contemporary Societies	3
Human Relations [1]		*[3]*
Embedded:		
EMS 200	Fundamentals of Paramedic Medicine	
EMS 201	Intro to Paramedic Fundamentals	
EMS 209	Patient Assessment for Paramedics	
EMS 211	Paramedic Care for Medical Emergencies and ACLS	
EMS 212	Paramedic Trauma Emergencies and ITLS	
Mathematics		
Required:		
MATH 120	Fundamentals of College Mathematics (or higher)	3
Science		*3*
U.S. and Nevada Constitutions		*3*
Degree Requirements		
PSY 101	General Psychology (Or Higher (PSY241 Recommended))	3
EMS 200	Fundamentals of Paramedic Medicine	3
EMS 205	Principles of Pathophysiology	3
EMS 206	Prin Pharmacology/Medication Admin/Venous Access	3
EMS 207	Airway Management and Ventilation for Paramedics	3
EMS 209	Patient Assessment for Paramedics	3
EMS 210	Principles of Cardiology for the Paramedic	3
EMS 211	Paramedic Care for Medical Emergencies and ACLS	4
EMS 212	Paramedic Trauma Emergencies and ITLS	3
EMS 214	Pediatrics & Special Consideration for Para/Pals	3
EMS 215	Assess Based Management/Operation for Paramedic I	3
EMS 216	Hospital Clinical Experience for the Paramedic	4
EMS 217	Field Internship for the Paramedic	4

Emphasis Requirements		
EMS 203	Assessment Based Management I	3
EMS 202	Advanced Cardiology for Paramedics	3
EMS 201	Intro to Paramedic Fundamentals	6
Total Units		72

[1] Course may also count toward degree requirements. Please consult with Academic Advisement.

1st semester		Units
ENG 102	Composition II	3
SOC 205	Ethnic Groups in Contemporary Societies	3
PSY 101	General Psychology (Or Higher (PSY 241 Recommended))	3
U.S. and Nevada Constitutions		3
Science		3
COM 113	Fundamentals of Speech Communications	3
MATH 120	Fundamentals of College Mathematics (or higher)	3
	Semester Total	21
2nd semester		
EMS 200	Fundamentals of Paramedic Medicine	3
EMS 201	Intro to Paramedic Fundamentals	6
EMS 203	Assessment Based Management I	3
EMS 205	Principles of Pathophysiology	3
EMS 206	Prin Pharmacology/Medication Admin/Venous Access	3
EMS 209	Patient Assessment for Paramedics	3
EMS 210	Principles of Cardiology for the Paramedic	3
	Semester Total	24
3rd semester		
EMS 207	Airway Management and Ventilation for Paramedics	3
EMS 202	Advanced Cardiology for Paramedics	3
EMS 211	Paramedic Care for Medical Emergencies and ACLS	4
EMS 212	Paramedic Trauma Emergencies and ITLS	3
EMS 214	Pediatrics & Special Consideration for Para/Pals	3
EMS 215	Assess Based Management/Operation for Paramedic I	3
EMS 216	Hospital Clinical Experience for the Paramedic	4
	Semester Total	23
4th semester		
EMS 217	Field Internship for the Paramedic	4
	Semester Total	4
	Total Units	72

[2] See approved General Education list for the AAS Degree. (p. 201)

Radiologic Technology

Degrees

- Radiologic Technology, AAS (p. 181)

Skills Certificates

- Computed Tomography (p. 179)
- Magnetic Resonance Imaging (MRI) (p. 180)

Computed Tomography (CAT Scan), Skills Certificate

This program can be completed 100% online.
The Skills Certificate, Computed Tomography (CT or Cat Scan) is a professional certificate designed for those who are registered radiologic technologists (RT) and want to continue their education after completing an associate degree (or higher) in the radiologic sciences. It is further designed to provide well trained and knowledgeable, entry-level CT technologists to meet the needs of the medical imaging community and for those students who are in search of a CT program that will prepare them to take the advanced certification examination in CT administered by the American Registry of Radiologic Technologists (ARRT). This program has been submitted for approval to the US Department of Education for financial aid funding. It is not eligible for financial aid at this time. However, it will be eligible for scholarship funding if the student is awarded scholarships.

Outcomes

Students completing the certificate will:

- List and describe patient safety issues for CT scanning.
- Identify cross-sectional anatomy and pathology to cover the entire human body.
- Define and describe imaging techniques for the entire human body to include patient positioning, protocols, scan sequences, advanced imaging, and post processing procedures.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirements		
AMI 203	Introduction to Computed Tomography Basics, Instrumentation & Safety	2
AMI 216	Computed Tomography Procedures I	3
AMI 218	Computed Tomography Physics & Instrumentation I	3
AMI 226	Computed Tomography Procedures II	3

AMI 228	Computed Tomography Physics & Instrumentation II	3
AMI 236	Cross-Sectional Anatomy and Pathology for Imaging Professionals	3
AMI 259	Seminar in Computed Tomography (Optional - Competencies may be completed through the ARRT. Talk with the program director for more information.)	1
AMI 290	Internship in Advanced Medical Imaging (Optional - Competencies may be completed through the ARRT. Talk with the program director for more information.)	1-3
Total Units		19-21

1st semester		Units
AMI 203	Introduction to Computed Tomography Basics, Instrumentation & Safety	2
AMI 216	Computed Tomography Procedures I	3
AMI 218	Computed Tomography Physics & Instrumentation I	3
AMI 236	Cross-Sectional Anatomy and Pathology for Imaging Professionals	3
AMI 290	Internship in Advanced Medical Imaging (Optional - Competencies may be completed through the ARRT. Talk with the program director for more information.)	1
	Semester Total	12
2nd semester		
AMI 226	Computed Tomography Procedures II	3
AMI 228	Computed Tomography Physics & Instrumentation II	3
AMI 259	Seminar in Computed Tomography	1
AMI 290	Internship in Advanced Medical Imaging (Optional - Competencies may be completed through the ARRT. Talk with the program director for more information.)	1
	Semester Total	8
	Total Units	20

Magnetic Resonance Imaging, Skills Certificate

This program can be completed 100% online.
The Skills Certificate, Magnetic Resonance Imaging (MRI) is a professional certificate designed for those who want to continue their education after completing an associate degree (or higher) in the radiologic sciences. It is further designed to provide well trained and knowledgeable, entry-level MRI technologists to meet the needs of the medical imaging community and for those students who are in search of an MRI program that will prepare them to take the advanced certification examination in MRI administered by the American Registry of Radiologic Technologists (ARRT).

Outcomes

Students completing the certificate will:

- Learn patient screening procedures, safety issues, and biological considerations, MRI terminology, and imaging principles and physics.
- Learn cross-sectional anatomy and pathology to cover the entire human body.
- Learn imaging techniques of the entire human body to include patient positioning, protocols, pulse sequences, advanced imaging, and post processing procedures.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirements		
AMI 201	Introduction of MRI, Patient Care, and Safety	2
AMI 236	Cross-Sectional Anatomy and Pathology for Imaging Professionals	3
AMI 238	Physics, Instrumentation, and Imaging for MRI	3
AMI 246	MRI Procedures of the Central Nervous System	3
AMI 248	Advanced MR Techniques and Post Processing	3
AMI 256	MRI Procedures of the Torso and Limbs	3
AMI 290: Optional - Competencies may be completed through the ARRT. Talk with the program director for more information.		0-3
Total Units		17-20

1st semester		Units
AMI 201	Introduction of MRI, Patient Care, and Safety	2
AMI 236	Cross-Sectional Anatomy and Pathology for Imaging Professionals	3
AMI 238	Physics, Instrumentation, and Imaging for MRI	3
AMI 246	MRI Procedures of the Central Nervous System	3
AMI 290	Internship in Advanced Medical Imaging (Optional - Competencies may be completed through the ARRT. Talk with the program director for more information.)	1-3
	Semester Total	12-14
2nd semester		
AMI 248	Advanced MR Techniques and Post Processing	3
AMI 256	MRI Procedures of the Torso and Limbs	3

AMI 290	Internship in Advanced Medical Imaging (Optional - Competencies may be completed through the ARRT. Talk with the program director for more information.)	1-3
	Semester Total	7-9
	Total Units	19-23

Radiologic Technology, AAS

Associate of Applied Science, Radiologic Technology: The mission of this program is to provide general and basic science education, combined with a sound foundation in the theory and art of Radiologic Technology to meet the educational needs of the students. This is evidenced by a competency-based program employing various teaching methodologies and technologies delivered through quality instruction. Graduates will have the knowledge and skills necessary to successfully take the American Registry of Radiologic Technologist's Examination for Radiographers and become a member of the health care team. Once selected for the Program, students complete 21 months of educational experiences. As part of the curriculum, students spend 1,680 hours in clinical education experiences conducted in cooperation with departments of radiology in Reno, Sparks and Carson City.

Accreditation information can be found on the Radiologic Technology Website. (http://www.tmcc.edu/radiologic-technology/)

Outcomes

Students completing the degree will:

- Demonstrate a working knowledge of positioning, technical factors, and imaging critique.
- Practice radiation safety in accordance with the ALARA principle.
- Prepare a written communication project.
- Apply effective oral communication skills.
- Determine necessary adjustments for trauma examinations.
- Evaluate radiographic images for diagnostic quality.
- Apply the ARRT Code of Ethics.
- Demonstrate Professionalism in the clinical setting.

Radiologic Technology Program Information

The TMCC Radiologic Technology Program prepares the graduate to practice as a registered radiologic technologist. The program meets the minimum degree requirements for the Associates of Applied Sciences (AAS) degree. The AAS degree in radiologic technology is awarded upon completion of the curriculum and the student will be eligible to apply to take the national certification examination administered by the American Registry of Radiologic Technologists (ARRT) in radiography.

After passing the ARRT certification examination the graduates are eligible to apply for licensure in the state of their choice. Each state has specific criteria for licensure eligibility. It is the student's responsibility to contact the state to ascertain eligibility requirements. Graduation from an accredited program and passing the ARRT certification examination may not be the only requirements of certain states and does not mean automatic licensure. The State of Nevada does not currently have licensure requirements for technologists however, most hospitals and clinics where radiography is performed requires employees to be ARRT certified.

The ARRT adheres to a strict code of ethics. The purpose of the ethics requirement is to identify individuals who have internalized a set of professional values that causes one to act in the best interests of the patient.The ARRT *Standards of Ethics* provides proactive guidance on what it means to be a qualified radiographer and to motivate and promote a culture of ethical behavior with the profession. The ethics requirements support the ARRT's mission of promoting high standards of patient care by removing or restricting the use of the credential by those who exhibit behavior inconsistent with the ethics requirements.

Graduates from TMCC's Radiologic Technology Program are eligible to apply for and take the American Registry of Radiologic Technologists (ARRT) Examination for Radiographers. The ARRT is the only organization granting permission to take the examination. Persons with prior felony or misdemeanor convictions may be admitted to the program but may be prohibited by the ARRT from taking the examination due to the ethics requirements. The ARRT will conduct a pre-application review to determine the impact of a conviction on eligibility. Pre-application Review Forms may be requested from the Department of Regulatory Services at the ARRT office, 651-687-0048.

Background Check and Drug Testing

The hospitals associated with the program require a background check and drug testing to insure the safety of the patients treated by program students. Students selected for the program will be required to comply prior to starting the program (instructions to be provided by the program director after being selected for admission to the Radiologic Technology Program). If a student background check is unsatisfactory to the facility they are assigned or has an unsatisfactory drug test, the student will not be permitted to participate in the clinical portion of the program. Students will be withdrawn from the program if clinical requirements are not able to be met for any reason. TMCC will not be responsible for students obtaining background checks and will not receive the results of any background investigations.

Accreditation

Truckee Meadows Community College is fully accredited by Northwestern Commission on Colleges and Universities (NWCCU) and the Joint Review Committee on Education in Radiologic Technology (JRCERT). NWCCU is an institutional accrediting body recognized by the Council for Higher Education Accreditation and the United States Department of Education (USDE). The JRCERT is a programmatic accrediting body recognized by the USDE to accredit radiography programs. Both accrediting agencies are acceptable to the ARRT which allows students to sit for the national certification examination in radiography.

Admission to the Radiologic Technology Program

The Radiologic Technology Program begins each fall semester. Admission to the program is limited and requires specific admission requirements and procedures. Students are selected by means of a formal program application and the calculation of assigned points. Applicants must be at least 18 years of age at the beginning of the program.

Program Application Process

Complete the following:

- Submit an application for admission to the College.
- Have completed the following courses with a grade of "C" or better.

Code	Title	Units
BIOL 190A	Introduction to Cell and Molecular Biology	3
BIOL 190L	Introduction to Cell and Molecular Biology Laboratory	1
BIOL 223 & BIOL 224	Human Anatomy and Physiology I and Human Anatomy and Physiology II [1]	8
ENG 100	Composition Enhanced	3
or ENG 101	Composition I	
or ENG 113	Composition I for International Students	
MATH 120	Fundamentals of College Mathematics (or higher)	3
RAD 101	Exploration of Radiology [1]	0.5
Total Units		18.5

[1] Must have been completed in the past five years with no more than two attempts including Audits and Withdrawals

- Document completion of Certified Nursing Assistant Training (CNA) within 5 years.
- Submit official transcripts of all previous college education to the records office.
- Have a minimum grade point average of 2.7 in all coursework applying to the Associate of Applied Science Radiologic Technology Degree.
- Submit an official transcript showing proof of high school graduation or official results of high school equivalency to admissions and records (persons with a recognized degree exempt).
- Schedule and complete the HESI pre-admission entrance exam. Information regarding the HESI Entrance Exam as well as the online registration for the exam can be found at www.tmcc.edu/radiologic-technology-application-information/pre-admission-testing (http://www.tmcc.edu/radiologic-technology/radiologic-technology-application-information/pre-admission-testing/). (http://www.tmcc.edu/radiologic-technology/)
- Complete and submit the online Radiologic Technology Program application. The application can be found on the radiologic technology website at www.tmcc.edu/radiologic-technology-application-information/application. (http://www.tmcc.edu/radiologic-technology/radiologic-technology-application-information/)

All application requirements must be submitted online by May 28th of the current year.

Selection to the Radiologic Technology Program will be based on information obtained from the admission requirements and the number of points the applicant receives. Eligible students will be numerically ranked according to total points. Points will be awarded for a previously completed degree, credentialed health occupation, completion of general education degree requirements, HESI score, prerequisite GPA, and support area. Admission will be offered to the applicants on the list with the highest points. The point system can be found at www.tmcc.edu/radiologic-technology. In the event of applicants having an equal number of points, the students' HESI score will be used to break the tie. If the HESI score does not resolve the tie, lots will be drawn to decide selection. Selection to the Radiologic Technology Program is done on an annual basis. Applicants not selected must reapply for consideration the following year.

Acceptable Alternative Documentation for CNA

- Completion of a radiography program that is not ARRT certified.
- Completion of a registered nursing program
- Completion of the EMT, Paramedic or Medical Assistant programs is no longer acceptable.

Note: CNA or nursing courses from other accredited colleges may be acceptable, but must be approved by TMCC. These courses must be documented through official transcripts on file with TMCC's records office before applying to the program. Certification is not required however the courses must be eligible to take the state licensure examination.

After Acceptance to the Program

After selection for admission, in response to a letter from the program director, the student will provide documentation of the following prior to the first day of class:

- Evidence of current major medical insurance coverage.
- Evidence of two negative TB skin tests done within the past year within 3 months of each other (persons with prior positive TB test must see program director).
- Evidence of required immunization status for hepatitis B, Varicella, MMR, TDAP or TD, and influenza vaccine.
- Evidence of a current Health Care Provider CPR card (preferably from the American Heart Association).
- Complete an Essentials Function form for Clinical Education.
- A background check (instructions to be provided by the program director).
- A drug test (instructions to be provided by the program director).

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
Prerequisites for Acceptance		
BIOL 190A/190L	Introduction to Cell and Molecular Biology	3
BIOL 223	Human Anatomy and Physiology I	4
BIOL 224	Human Anatomy and Physiology II	4
ENG 100	Composition Enhanced	3
or ENG 101	Composition I	
or ENG 113	Composition I for International Students	
MATH 120	Fundamentals of College Mathematics (or higher, and is a prerequisite for the program)	3
RAD 101	Exploration of Radiology	0.5
General Education Requirements [2]		
Communications		*3*
English		[3]

Fine Arts/Humanities/Social Science		*3*
Recommended:		
Take a course that also satisfies Diversity		
Mathematics		*[3]*
Science		*[3]*
Additional College Requirements [2]		
Diversity [3]		*[3]*
Recommended:		
Take a course that also satisfies Fine Arts/Social Science/ Humanities		
Human Relations		*3*
Recommended:		
EPY 101	Educational, Career, and Personal Development	
U.S. and Nevada Constitutions		*3*
Recommended:		
PSC 101	Introduction to American Politics	
Degree Requirements [4]		
RAD 103	Medical Ethics	1
RAD 110	Fundamentals of Clinical Radiography I	2
RAD 112	Patient Care and Medical Terminology	2
RAD 116	Radiography I	3
RAD 118	Radiology Physics and Circuitry	3
RAD 124	Radiographic Photography and Techniques	3
RAD 125	Clinical Radiography I	2
RAD 126	Radiography II	3
RAD 128	Imaging Equipment	3
RAD 220	Clinical Radiography II	3
RAD 230	Clinical Radiography III	3
RAD 236	Radiographic Contrast-Routine Exams	2
RAD 238	Radiation Safety and Protection	2
RAD 242	Radiography Quality Management	1
RAD 244	Diagnostic and Therapeutic Radiation	2
RAD 245	Clinical Radiography IV	3
RAD 247	Radiography Quality Control	1
RAD 259	Seminar in Radiography	2
HIT 180	Health Information Management (Take before entry into program or in first semester of program)	3
Total Units		73.5

[2] General Education/Additional College degree requirements may be taken prior to program or in the sequence listed below. A grade of "C" or better is required.

[3] Course may also count toward degree requirements. Please consult with Academic Advisement.

[4] A grade of "C" or better is required.

Code	Title	Units
Prerequisites for acceptance into Radiologic Technology Program.		
BIOL 190A	Introduction to Cell and Molecular Biology	3
BIOL 223	Human Anatomy and Physiology I	4
BIOL 224	Human Anatomy and Physiology II	4
ENG 101	Composition I	3
or ENG 113	Composition I for International Students	
MATH 120	Fundamentals of College Mathematics	3
RAD 101	Exploration of Radiology	0.5
Total Units		17.5

All radiologic courses must be taken in the sequence listed and completed with a grade of 'C' or better.

1st semester		**Units**
Prerequisite Units Satisfied for Acceptance.		18.5
HIT 180	Health Information Management	3
RAD 103	Medical Ethics	1
RAD 110	Fundamentals of Clinical Radiography I	2
RAD 112	Patient Care and Medical Terminology	2
RAD 116	Radiography I	3
RAD 118	Radiology Physics and Circuitry	3
	Semester Total	32.5
2nd semester		
RAD 124	Radiographic Photography and Techniques	3
RAD 125	Clinical Radiography I	2
RAD 126	Radiography II	3
RAD 128	Imaging Equipment	3
U.S. and Nevada Constitutions [6, 7]		3
	Semester Total	14
3rd semester		
RAD 220	Clinical Radiography II	3
	Semester Total	3
4th semester		
Communications/English [5]		3
RAD 230	Clinical Radiography III	3
RAD 236	Radiographic Contrast-Routine Exams	2
RAD 238	Radiation Safety and Protection	2
RAD 244	Diagnostic and Therapeutic Radiation	2
RAD 247	Radiography Quality Control	1
	Semester Total	13
5th semester		
Fine Arts/Humanities/Social Science (Take a course that is also a Diversity) [6]		3
Human Relations [6, 7]		3
RAD 242	Radiography Quality Management	1
RAD 245	Clinical Radiography IV	3
RAD 259	Seminar in Radiography	2
	Semester Total	12
	Total Units	74.5

[5] After completing prerequisites, students apply for admission to the Radiologic program.

[6] See approved General Education list for the AAS Degree. (p. 201)

[7] See program recommendations or requirements.

Social Sciences

Degrees

- Anthropology, AA (p. 184)
- Human Development and Family Studies, AA (p. 134)
- Psychology, AA (p. 171)
- Social Work, AA (p. 185)

Anthropology, AA

This program can be completed 100% online.
AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Arts in Anthropology is designed for students seeking careers in anthropology or related fields. The degree requirements include general education requirements to gain a breadth of knowledge in a wide array of disciplines. Students will also specialize in the theoretical, methodological, and topical concerns of anthropology. This course of study is designed as a university transfer degree or can be tailored for those wishing an emphasis in applied anthropology to gain the practical knowledge to enter the workforce in entry level positions. The Associate of Arts degree is fully accepted at any four-year institution in the NSHE system and is fully transferable to most four-year schools in the nation.

Outcomes

Students completing the degree will:

- Understand the theories and methods used by anthropologists.
- Discuss core concepts of the discipline including stewardship of cultural heritage, the differences between ethnocentrism and cultural relativism, and why anthropologists assert that race is a social construct.
- Conduct research, data analysis, and report writing on specific topics within anthropology.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Required Coursework

Code	Title	Units
General Education Requirements		
English		*3-6*
Must include ENG 102 or ENG 114 [1]		
Fine Arts		*3*
Humanities		*3*
Mathematics		*3*
MATH 120 or Higher		
Science		*[6]*
Required:		
ANTH 102	Introduction to Physical Anthropology [2]	3
AND		
ANTH 110L	Physical Anthropology Laboratory	1
Select 2-3 additional units from General Education Science list		2-3
Social Science		*3*
Required:		
ANTH 201	Peoples and Cultures of the World [2]	
Additional College Requirements		
Diversity		*[3]*
Required:		
ANTH 201	Peoples and Cultures of the World [2]	
Foreign Language		*0-14*
U.S. and Nevada Constitutions		*3*
Degree Requirements		
ANTH 101	Introduction to Cultural Anthropology [2]	3
ANTH 202	Archaeology [2]	3
ANTH 281	Introduction to Language [2]	3
Elective Requirements [3]		**10-27**
Total Units		60

[1] If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.

[2] Students must maintain a cumulative grade point average of 2.0 (C) or better and must earn a “C” or better in each Anthropology course.

[3] For a list of transferable electives, please consult with Academic Advisement.

1st semester		**Units**
ANTH 101	Introduction to Cultural Anthropology	3
Foreign Language [6]		4
Humanities [4]		3
Mathematics [4]		3
ENG 101	Composition I	3
	Semester Total	16
2nd semester		
ANTH 102 & ANTH 110L	Introduction to Physical Anthropology and Physical Anthropology Laboratory	4
Foreign Language [6]		4
U.S. and Nevada Constitutions [4]		3
ENG 102	Composition II	3
	Semester Total	14
3rd semester		
Elective [5]		3
ANTH 201	Peoples and Cultures of the World	3
ANTH 281	Introduction to Language	3
Foreign Language [6]		3
Science [4]		3
	Semester Total	15

4th semester		
Electives [5]		6
ANTH 202	Archaeology	3
Fine Arts [4]		3
Foreign Language [6]		3
	Semester Total	15
	Total Units	60

[4] See approved General Education list for the AA/AS Degree. (p. 197)

[5] See program recommendations or requirements.

[6] See approved Foreign Language list for the AA Degree. (p. 200)

Social Work, AA

AA/AS degrees are designed for students who plan to transfer to a four-year college or university. TMCC has transfer agreements (https://www.tmcc.edu/advisement/transfer-students/transfer-agreements/) with the following institutions.

- University of Nevada, Reno

The Associate of Arts, Social Work degree is designed for students seeking careers in social work or related fields. The degree requirements include a well-balanced general education curriculum. Program specific curriculum provides students with major concepts, theoretical perspectives, and an overview of modern practice in social work. In addition, students will be introduced to social work research, human development, and social welfare history. This course of study is designed as a university transfer program that substantially meets the requirements for the first two years of study for the B.S.W in social work at UNR. In addition, students have the possibility to begin work on a minor in addiction treatment services at UNR. Students wishing to transfer to any other baccalaureate program should work closely with TMCC advisors and advisors at the institution of transfer to obtain recommended courses for transfer.

Outcomes:

Students completing this degree will:

- Apply knowledge about diversity and difference in specific social work scenarios.
- Engage in research-informed practices and apply these practices to their coursework.
- Apply critical analysis of specific social work scenarios.

AA/AS degrees are designed for students who plan to transfer to a four-year college or university.

To earn an AA/AS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AA/AS (http://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
English [1]		*3-6*
Must include:		
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Fine Arts		*3*
Recommended: Select one of the following to also fulfill Diversity.		
ART 263	Survey of African, Oceanic, & Native American Art	
ART 270	Women in Art	
DAN 101	Dance Appreciation	
THTR 210	Theatre: a Cultural Context	
Humanities		*3*
Recommended:		
CH 203	American Experiences and Constitutional Change [2]	
Mathematics		*3*
MATH 120	Fundamentals of College Mathematics (or higher)	
Science		*6*
Required:		
BIOL 100	General Biology for Non-Majors	
Social Science		
Required:		
SOC 101	Principles of Sociology	3
Additional College Requirements		
Diversity [2]		*[3]*
U.S. & Nevada Constitutions		[3]
Recommended:		
CH 203	American Experiences and Constitutional Change	
Degree Requirements		
ANTH 101	Introduction to Cultural Anthropology	3
BIOL/PSY 105	Introduction to Neuroscience	3
COM 101	Oral Communication	3
CPD 116	Substance Abuse-Fundamental Facts and Insights	3
ECON 102	Principles of Microeconomics	3
HDFS 201	Lifespan Human Development	3
PHIL 102	Critical Thinking and Reasoning	3
PSY 101	General Psychology	3
PSY 241	Introduction to Abnormal Psychology	3
SW 101	Introduction to Social Work	3
SW 250	Social Welfare, History, and Policy	3
Electives		*3*
Recommended:		
SOC 275	Introduction to Marriage and the Family	
Total Units		60

[1] If you place into ENG 102 or ENG 114 the additional 3 required units will become elective units.

[2] Course may also count toward degree requirements. Please consult with Academic Advisement.

[3] See options to complete foreign language requirements (p. 200) and consult with Academic Advisement.

1st semester		Units
ENG 101 or ENG 113	Composition I or Composition I for International Students	3
Mathematics [5]		3
SOC 101	Principles of Sociology	3
Fine Arts/Diversity [5]		3
U.S. & Nevada Constitutions/Humanities [5]		3
	Semester Total	15
2nd semester		
ENG 102 or ENG 114	Composition II or Composition II For International Students	3
SW 101	Introduction to Social Work	3
BIOL 100	General Biology for Non-Majors	3
COM 101	Oral Communication	3
SOC 275	Introduction to Marriage and the Family	3
	Semester Total	15
3rd semester		
ANTH 101	Introduction to Cultural Anthropology	3
ECON 102	Principles of Microeconomics	3
PSY 101	General Psychology	3
PSY 105	Introduction to Neuroscience	3
SW 250	Social Welfare, History, and Policy	3
	Semester Total	15
4th semester		
CPD 116	Substance Abuse-Fundamental Facts and Insights	3
HDFS 201	Lifespan Human Development	3
PSY 241	Introduction to Abnormal Psychology	3
Science [4]		3
PHIL 102	Critical Thinking and Reasoning	3
	Semester Total	15
	Total Units	60

[4] See approved General Education list for the AA/AS Degree. (p. 197)

[5] See program recommendations or requirements.

[6] If you opt to take CH 203 as recommended to fulfill U.S. and Nevada Constitutions, you will need three elective units.

Transportation Technologies

Degrees

- Automotive Certified Technician, AAS (p. 187)
- Diesel Technician, AAS (p. 192)

Certificates of Achievement

- Automotive ASE Technician (p. 186)
- Automotive General Service Technician (p. 188)
- Diesel General Service Technician (p. 191)

Skills Certificates

- Automotive Service Excellence (ASE), Basic (p. 189)
- Automotive Service Excellence (ASE), Diesel Technician: Heavy Duty Power Trains (p. 190)
- Automotive Service Excellence (ASE), Diesel Technician: Light and Heavy Duty (HD) Diesel Engines (p. 190)
- Automotive Service Excellence (ASE), General (p. 189)
- Automotive Service Excellence (ASE), Master (p. 191)

Automotive ASE Technician, Certificate of Achievement

The Certificate of Achievement, Automotive ASE Technician is a program for individuals who would like to enter the automotive repair industry with the core skills established by the automotive service excellence certification. The successful student will become a qualified entry-level technician with strong basic skills using the latest technology and repair equipment.

Outcomes

Students completing the certificate will:

- Identify and implement safety procedures involved in diagnosis, service, and repair of all major light vehicle components and systems.
- Analyze and interpret diagnostic and test information to formulate correct repair procedures.
- Demonstrate correct repair strategies and techniques by applying knowledge of system operation and demonstration of mechanical skills to accomplish repair tasks.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Human Relations [1]		*[3]*
Requirement is satisfied through embedded curriculum in the following courses:		
AUTO 136	Engine Repair	
AUTO 145	Automotive Brakes	
AUTO 150	Steering and Suspension Systems	
AUTO 225	Engine Performance I	
AUTO 227	Engine Performance II	
Mathematics [1]		*[3]*

Requirement is satisfied through embedded curriculum in the following courses:		
AUTO 111	Automotive Electricity	
AUTO 136	Engine Repair	
AUTO 145	Automotive Brakes	
AUTO 150	Steering and Suspension Systems	
AUTO 225	Engine Performance I	
AUTO 227	Engine Performance II	
Certificate Requirements		
AUTO 101	Introduction to General Mechanics	4
AUTO 111	Automotive Electricity	4
AUTO 112	Automotive Electricity II	4
AUTO 136	Engine Repair	5
AUTO 145	Automotive Brakes	5
AUTO 150	Steering and Suspension Systems	5
AUTO 225	Engine Performance I	4
AUTO 227	Engine Performance II	4
AUTO 265	Electrical/Electronic Systems III	4
OSH 222	General Industry Safety	1
Total Units		43

1st semester		**Units**
AUTO 101	Introduction to General Mechanics (Certificate - Summer)	4
AUTO 111	Automotive Electricity	4
AUTO 112	Automotive Electricity II	4
OSH 222	General Industry Safety	1
	Semester Total	13
2nd semester		
AUTO 136	Engine Repair	5
AUTO 145	Automotive Brakes	5
AUTO 150	Steering and Suspension Systems	5
	Semester Total	15
3rd semester		
Communications [1]		3
AUTO 225	Engine Performance I	4
AUTO 227	Engine Performance II	4
AUTO 265	Electrical/Electronic Systems III	4
	Semester Total	15
	Total Units	43

[1] See approved General Education list for the AAS Degree. (p. 201)

[2] See program recommendations or requirements.

Transportation Technologies, AAS

Automotive Certified Technician

Associate of Applied Science, Transportation Technologies, Automotive Certified Technician program is certified by the National Automotive Technicians Education Foundation (NATEF), the TMCC automotive program prepares graduates for highly skilled apprentice positions as service, repair and maintenance technicians. The automotive certified technician emphasis meets the Automotive Service Excellence (ASE) standards necessary for a career in repair shops in new car dealerships or independent businesses. The program emphasizes skills in diagnosis, troubleshooting, repair and maintenance of passenger vehicles and light-duty trucks.

Outcomes

Students completing the degree will:

- Identify and implement safety procedures involved in diagnosis, service, and repair of all major light vehicle components and systems.
- Analyze and interpret diagnostic and test information to formulate correct repair procedures.
- Demonstrate correct repair strategies and techniques by applying knowledge of system operation and demonstrating mechanical skills to accomplish repair tasks.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Diversity [1]		*[3]*
Communications/English		*6*
Communications - Recommended:		
BUS 107	Business Speech Communications	
English - Recommended:		
ENG 107	Technical Communications I	
Fine Arts/Humanities/Social Science		*3*
Human Relations [1]		*[3]*
Requirement is satisfied through embedded curriculum in the following courses:		
AUTO 136	Engine Repair	
AUTO 145	Automotive Brakes	
AUTO 150	Steering and Suspension Systems	
AUTO 225	Engine Performance I	
AUTO 227	Engine Performance II	
Mathematics [1]		*[3]*
Requirement is satisfied through embedded curriculum in the following courses:		
AUTO 111	Automotive Electricity	
AUTO 136	Engine Repair	
AUTO 145	Automotive Brakes	
AUTO 150	Steering and Suspension Systems	
AUTO 225	Engine Performance I	
AUTO 227	Engine Performance II	
Science		*3*
Recommended:		
PHYS 100	Introductory Physics	
U.S./Nevada Constitutions		*3*

Core Requirements		
AUTO 111	Automotive Electricity	4
OSH 222	General Industry Safety	1
Emphasis Requirements		
AUTO 101	Introduction to General Mechanics	4
AUTO 112	Automotive Electricity II	4
AUTO 136	Engine Repair	5
AUTO 145	Automotive Brakes	5
AUTO 150	Steering and Suspension Systems	5
AUTO 225	Engine Performance I	4
AUTO 227	Engine Performance II	4
AUTO 265	Electrical/Electronic Systems III	4
Elective Requirements		
Select Track 1, Track 2, or Track 3		7-9
Track 1 - Engine Performance		
AUTO 165	Auto Heating and Air Conditioning	
AUTO 235	Engine Performance III	
AUTO 290	Internship in Automotive Level I	
Track 2 - Drive Trains		
AUTO 205	Manual Drive Trains and Axles	
AUTO 216	Automatic Transmissions	
AUTO 290	Internship in Automotive Level I	
Track 3 - Hybrid/EV Technology		
AUTO 185	Introduction to Alternative Fueled Vehicles	
AUTO 285	Hybrid Vehicle Service Techniques	
AUTO 290	Internship in Automotive Level I	
Total Units		62-64

[1] Course may also count toward degree requirements. Please consult with Academic Advisement.

1st semester		**Units**
AUTO 101	Introduction to General Mechanics	4
AUTO 111	Automotive Electricity	4
AUTO 112	Automotive Electricity II	4
OSH 222	General Industry Safety	1
ENG 107	Technical Communications I	3
	Semester Total	16
2nd semester		
AUTO 136	Engine Repair	5
AUTO 145	Automotive Brakes	5
AUTO 150	Steering and Suspension Systems	5
Science [2]		3
	Semester Total	18
3rd semester		
AUTO 225	Engine Performance I	4
AUTO 227	Engine Performance II	4
AUTO 265	Electrical/Electronic Systems III	4
Constitution [2]		3
	Semester Total	15
4th semester		
Select an elective from Track 1,2, or 3 [3]		7-9
Diversity [2]		3
Communications [3]		3
	Semester Total	13-15
	Total Units	62-64

[2] See approved General Education list for the AAS Degree. (p. 201)

[3] See program recommendations or requirements.

Automotive General Service Technician, Certificate of Achievement

The Certificate of Achievement, Automotive General Service Technician program trains individuals in basic automotive repair and maintenance. Graduates of the program will be well qualified for entry level automotive maintenance and parts store positions. Successful students complete the core areas of ASE training. All general service training may be applied toward other automotive certificate and degree programs.

Outcomes

Students completing the certificate will:

- Identify and implement safety procedures involved in diagnosis, service, and repair of all major light vehicle components and systems.
- Analyze and interpret diagnostic and test information to formulate correct repair procedures.
- Demonstrate correct repair strategies and techniques by applying knowledge of system operation and demonstration of mechanical skills to accomplish repair tasks.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	**Title**	**Units**
General Education Requirements		
Communications		
BUS 107	Business Speech Communications	3
or COM 113	Fundamentals of Speech Communications	
Human Relations		*3*
Strongly recommended:		
CE 201	Workplace Readiness	
Mathematics		*3*
MATH 108	Math for Technicians (or higher)	
Certificate Requirements		
AUTO 101	Introduction to General Mechanics	4
AUTO 111	Automotive Electricity	4
AUTO 112	Automotive Electricity II	4

AUTO 136	Engine Repair	5
AUTO 145	Automotive Brakes	5
AUTO 150	Steering and Suspension Systems	5
OSH 222	General Industry Safety	1
Total Units		37

1st semester		**Units**
AUTO 101	Introduction to General Mechanics (Summer)	4
AUTO 111	Automotive Electricity	4
AUTO 112	Automotive Electricity II	4
OSH 222	General Industry Safety	1
	Semester Total	13
2nd semester		
AUTO 136	Engine Repair	5
AUTO 145	Automotive Brakes	5
AUTO 150	Steering and Suspension Systems	5
	Semester Total	15
3rd semester		
CE 201	Workplace Readiness	3
BUS 107	Business Speech Communications	3
MATH 108	Math for Technicians	3
	Semester Total	9
	Total Units	37

Automotive Service Excellence (ASE) General Service, Skills Certificate

The ASE General Service Skills Certificate will introduce students to the theory and fundamental principles of automotive and light truck maintenance and repair procedures. Students will diagnose and repair various engine, steering, suspension, and brake systems. This general service skills certificate will help prepare students to take the Automotive Service Excellence (ASE) Engine Repair (A1), Steering and Suspension (A4), and Automotive Brakes (A5) exams. Students must pass all coursework with a score of 70% or higher.

These courses may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the certificate will:

- Identify, test, and interpret failed engine systems and apply appropriate repair strategies.
- Identify, test, and interpret failed steering, suspension, and brake systems, and apply appropriate repair strategies.
- Demonstrate knowledge of the appropriate workplace skills and tools, including the application of personal and mechanical safety measures used in general automotive systems diagnoses and repair.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	**Title**	**Units**
Certificate Requirement		
AUTO 136	Engine Repair	5
AUTO 145	Automotive Brakes	5
AUTO 150	Steering and Suspension Systems	5
Total Units		15

1st semester		**Units**
AUTO 136	Engine Repair	5
AUTO 145	Automotive Brakes	5
AUTO 150	Steering and Suspension Systems	5
	Semester Total	15
	Total Units	15

Automotive Service Excellence (ASE) Basic, Skills Certificate

The ASE Basic Skills Certificate will introduce students to the theory and fundamental principles of automotive and light truck maintenance and repair procedures. The skills certificate will help prepare students to take the Automotive Service Excellence (ASE) Auto Maintenance and Light Repair Certification Test (G1) and Automotive Electrical (A6) exams. Students must pass all coursework with a score of 70% or higher.

These courses may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the certificate will:

- Identify, test, and interpret failed electrical systems and components, and formulate appropriate repair strategies.
- Identify and successfully perform the most common maintenance and light repair tasks.
- Demonstrate knowledge of the appropriate workplace skills and tools, including the application of personal and mechanical safety measures used in automotive systems diagnoses and repair.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
AUTO 101	Introduction to General Mechanics	4
AUTO 111	Automotive Electricity	4
AUTO 112	Automotive Electricity II	4
OSH 222	General Industry Safety	1
Total Units		13

1st semester		Units
AUTO 101	Introduction to General Mechanics	4
AUTO 111	Automotive Electricity	4
AUTO 112	Automotive Electricity II	4
OSH 222	General Industry Safety	1
	Semester Total	13
	Total Units	13

Automotive Service Excellence (ASE) Diesel Technician: Heavy Duty Power Trains, Skills Certificate

The Automotive Service Excellence (ASE) Diesel Technician, Heavy Duty Power Trains Skills Certificate prepares students for entry-level positions as diesel technicians for medium-heavy truck drive trains. Students will diagnose, adjust and repair heavy duty transmission and power train components and equipment. The heavy duty power trains skills certificate will help prepare students to take the ASE Drive Train (T3) exam. This exam is part of the ASE T-Series Medium-Heavy Truck Certification Tests, a six-part series that may lead to a master medium-heavy truck technician status. Students must pass all coursework with a score of 70% or higher.

These courses may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the certificate will:

- Analyze and apply the proper heavy duty drive and power train components, diagnosis, rebuild, and repair procedures.
- Identify, test, and interpret failed heavy duty drive and power train components, and apply appropriate repair strategies.
- Analyze and apply appropriate workplace skills and tools, including the application of personal and mechanical safety measures in the workplace.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
DT 106	Heavy Duty Transmissions and Power Trains	5
DT 107	Heavy Duty Drive Trains	5
Total Units		10

1st semester		Units
DT 106	Heavy Duty Transmissions and Power Trains	5
DT 107	Heavy Duty Drive Trains	5
	Semester Total	10
	Total Units	10

Automotive Service Excellence (ASE) Diesel Technician: Light and Heavy Duty (HD) Diesel Engines, Skills Certificate

The Automotive Service Excellence (ASE) Diesel Technician. Light and Heavy Duty Diesel Engines Skills Certificate will prepare students for entry-level positions as diesel technicians for light and heavy duty diesel engines. Students will diagnose, adjust, and repair light and heavy duty diesel engines. The light and heavy duty diesel engines skills certificate will help prepare students to take the ASE-Light Vehicle Diesel Engines (A9) and Diesel Engines (T2) exams. Students must pass all coursework with a score of 70% or higher.

These courses may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the certificate will:

- Analyze and apply the proper light and heavy duty diesel engines diagnoses, rebuild, and repair procedures.
- Identify, test, and interpret failed light and heavy duty diesel engine components, and apply appropriate repair strategies.
- Analyze and apply appropriate workplace skills and tools, including the application of personal and mechanical safety measures in the workplace.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirement		
DT 101	Basic Diesel Engines	4
DT 210	Advanced Diesel Engines	4
DT 211	Light Duty Performance	2
DT 217	Electronic Fuel Injection II	3
Total Units		13

1st semester		Units
DT 101	Basic Diesel Engines	4
DT 210	Advanced Diesel Engines	4
DT 217	Electronic Fuel Injection II	3
	Semester Total	11
2nd semester		
DT 211	Light Duty Performance	2
	Semester Total	2
	Total Units	13

Automotive Service Excellence (ASE) Master, Skills Certificate

The ASE Master Skills Certificate will introduce students to the theory, diagnosis, and hands-on skills to service and repair light-duty vehicles. Students will be introduced to the basic fundamentals of diagnosis and repair of engine fuel system, ignition systems, and computerized fuel injection control sensors and components. The engine performance skills certificate will help prepare students to take the Automotive Service Excellence (ASE) Engine Performance (A8) exam. Students must pass all coursework with a score of 70% or higher.

These courses may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

Outcomes

Students completing the certificate will:

- Identify, test, and interpret failed engine, powertrain, and emission components, and formulate repair strategies.
- Demonstrate knowledge of the appropriate workplace skills and tools, including the application of personal and mechanical safety measures used in engine performance diagnosis and repair.

Skills Certificates provide training for entry level positions or career advancement and are designed to prepare students to take state, national and/or industry-recognized certifications or licensing exams. Skills certificates are awarded upon completion of coursework and marked on a student's transcripts at the end of the semester (Student are unable to declare intent to complete a skills certificate.) Skills Certificates are not eligible for Financial Aid.

To earn a skills certificate, students must:

1. Maintain a minimum cumulative GPA of 2.0
2. Have no financial or library obligation to the college

Code	Title	Units
Certificate Requirements		
AUTO 225	Engine Performance I	4
AUTO 227	Engine Performance II	4
AUTO 265	Electrical/Electronic Systems III	4
Total Units		12

1st semester		Units
AUTO 225	Engine Performance I	4
AUTO 227	Engine Performance II	4
AUTO 265	Electrical/Electronic Systems III	4
	Semester Total	12
	Total Units	12

Diesel General Service Technician, Certificate of Achievement

The Certificate of Achievement, Transportation Technologies, Diesel General Service Technician is a one-year, two-semester training program for the student that would like to enter the heavy equipment/over the road repair field with skills in basic maintenance. All general service training may be applied toward other diesel degree programs.

Outcomes

Students completing the certificate will:

- Identify and implement safety procedures involved in diagnosis, service, and repair of all major medium/heavy duty truck and heavy equipment components and systems.
- Demonstrate correct repair strategies and techniques by applying knowledge of system operation and demonstration of mechanical skills to accomplish repair tasks.

Certificates of Achievement are a set of courses that can serve as a stepping stone to an associate degree or allow students to enter the workforce. Certificates of Achievement have a general education component.

To earn a Certificate of Achievement, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 semester credit hours within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications		*3*
Recommended:		
BUS 107	Business Speech Communications	
or ENG 107	Technical Communications I	
Human Relations		*[3]*

Satisfied through embedded curriculum in the following courses: DT 101, DT 201, DT 211, DT 235, DT 250, OSH 222		
Mathematics		*[3]*
Satisfied through embedded curriculum in the following courses: AUTO 111, DT 101, DT 201, DT 211, DT 235, DT 250		
Certificate Requirements		
AUTO 111	Automotive Electricity	4
DT 211	Light Duty Performance	2
OSH 222	General Industry Safety	1
DT 101	Basic Diesel Engines	4
DT 201	Diesel Brakes and Pneumatics	3
DT 235	Steering and Suspension	2
DT 250	Preventive Maintenance	2
Elective Requirements		
Select at least 9 units from the following:		9
AUTO 101	Introduction to General Mechanics	
AUTO 112	Automotive Electricity II	
AUTO 145	Automotive Brakes	
DT 106	Heavy Duty Transmissions and Power Trains	
DT 107	Heavy Duty Drive Trains	
DT 110	Heavy Duty Electrical Systems	
DT 130	Heavy Duty Hydraulics	
DT 210	Advanced Diesel Engines	
DT 217	Electronic Fuel Injection II	
Total Units		30

1st semester		**Units**
Elective [1]		3
AUTO 111	Automotive Electricity	4
DT 101	Basic Diesel Engines	4
DT 201	Diesel Brakes and Pneumatics	3
OSH 222	General Industry Safety	1
	Semester Total	15
2nd semester		
Elective [1]		6
Communications [1]		3
DT 211	Light Duty Performance	2
DT 235	Steering and Suspension	2
DT 250	Preventive Maintenance	2
	Semester Total	15
	Total Units	30

[1] See program recommendations or requirements.

Transportation Technologies, AAS

Diesel Technician

The Associate of Applied Science, Transportation Technologies, Diesel Technician Program trains individuals for apprentice-level positions servicing, repairing, and maintaining heavy equipment and over the road long-haul vehicles. The program emphasizes principles of operation, diagnosis and service procedures. Using the latest technology in diagnosis and repair equipment, this comprehensive training prepares graduates with skills that are in high demand in the diesel repair industry.

Outcomes

Students completing the emphasis will:

- Identify and implement safety procedures involved in diagnosis, service, and repair of all major medium/heavy duty truck and heavy equipment components and systems.
- Analyze and interpret diagnostic and test information to formulate correct repair procedures.
- Demonstrate correct repair strategies and techniques by applying knowledge of system operation and demonstrating mechanical skills to accomplish repair tasks.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	**Title**	**Units**
General Education Requirements		
Diversity [1]		*[3]*
Recommended:		
AAD 201	History of the Built Environment	
Communications/English		*6*
Communications - Recommended:		
BUS 107	Business Speech Communications	
English - Recommended:		
ENG 107	Technical Communications I	
Fine Arts/Humanities/Social Science		*3*
Recommended:		
AAD 201	History of the Built Environment	
Human Relations		
Embedded: DT 101, DT 201, DT 211, DT 235, DT 250, OSH 222		
Mathematics		
Embedded: DT 101, DT 201, DT 211, DT 235, DT 250, AUTO 111		
Science		*3*
Recommended:		
PHYS 100	Introductory Physics	
U.S./Nevada Constitutions		*3*
Degree Requirements		
AUTO 111	Automotive Electricity	4
DT 211	Light Duty Performance	2
OSH 222	General Industry Safety	1
Emphasis Requirements		
DT 101	Basic Diesel Engines	4
DT 106	Heavy Duty Transmissions and Power Trains	5

DT 107	Heavy Duty Drive Trains	5
DT 110	Heavy Duty Electrical Systems	3
DT 130	Heavy Duty Hydraulics	2
DT 201	Diesel Brakes and Pneumatics	3
DT 210	Advanced Diesel Engines	4
DT 217	Electronic Fuel Injection II	3
DT 235	Steering and Suspension	2
DT 250	Preventive Maintenance	2
Elective Requirements		*5*
AUTO 112	Automotive Electricity II	
AUTO 145	Automotive Brakes	
AUTO 165	Auto Heating and Air Conditioning	
AUTO 227	Engine Performance II	
AUTO 265	Electrical/Electronic Systems III	
WELD 101	Basic Metals	
WELD 211	Welding I	
WELD 212	Welding I Practice	
Total Units		60

[1] Course may also count toward degree requirements. Please consult with Academic Advisement.

1st semester		**Units**
ENG 107	Technical Communications I	3
DT 101	Basic Diesel Engines	4
DT 201	Diesel Brakes and Pneumatics	3
DT 211	Light Duty Performance	2
DT 235	Steering and Suspension	2
OSH 222	General Industry Safety	1
	Semester Total	15
2nd semester		
U.S. and Nevada Constitutions [2]		3
AUTO 111	Automotive Electricity	4
DT 130	Heavy Duty Hydraulics	2
DT 210	Advanced Diesel Engines	4
DT 250	Preventive Maintenance	2
	Semester Total	15
3rd semester		
DT 106	Heavy Duty Transmissions and Power Trains	5
DT 107	Heavy Duty Drive Trains	5
DT 217	Electronic Fuel Injection II	3
Science [3]		3
	Semester Total	16
4th semester		
Communications [3]		3
DT 110	Heavy Duty Electrical Systems	3
Social Science		3
Elective [3]		5
	Semester Total	14
	Total Units	60

[2] See approved General Education list for the AAS Degree. (p. 201)

[3] See program recommendations or requirements.

Veterinary Nursing

Degrees

- Veterinary Nursing, AAS (p. 193)

Veterinary Nursing, AAS

The Associate of Applied Science, Veterinary Nursing program prepares the student to practice as a licensed veterinary technician (Vet Tech). Graduates may practice as technicians in general or specialty private practices, veterinary teaching hospitals, research facilities, pharmaceutical companies or other agencies where veterinary technicians' skills are needed. Veterinary technicians may choose to specialize in areas including but not limited to anesthesia & analgesia, emergency & critical care, behavior, dermatology, dentistry, equine practice, nutrition, ophthalmology, zoo medicine, and surgical nursing.

Outcomes

Students completing the degree will:

- Demonstrate a solid understanding of the knowledge needed within the field, including anatomy and physiology, laboratory procedures, medical and surgical nursing skills, and an understanding of a variety of species, including companion animals.
- Demonstrate competency in all essential job skills as outlined by the American Veterinary Medical Association (AVMA) Committee on Veterinary Technician Education and Activities (CVTEA), including pharmacology, surgical nursing, dentistry, clinical laboratory, animal nursing, diagnostic imaging, and anesthesiology.

Please visit the Veterinary Technician Program website *(*http://www.tmcc.edu/veterinary-technician/*) for the most current information program admissions procedures.*

The following requirements MUST be fulfilled by June 1 of the year in which you are applying for consideration for selection to the veterinary technician program.

- Must be an admitted (http://www.tmcc.edu/vettech/application-procedures/) student at TMCC.
- Must have completed the following or equivalent courses:

Code	Title	Units
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	4
ENG 101	Composition I	3
or ENG 113	Composition I for International Students	
MATH 120	Fundamentals of College Mathematics (or higher)	3

Students must complete each class with a grade of "C" or better. The records office must receive an official copy of your transcript containing the course and grade.

- Submit veterinary technician program application and all required paperwork as described on the application (which is available online in the spring).
- Submit official transcripts of all college education.
- If spring semester coursework has not been posted to your transcript, a letter from the College's registrar documenting coursework completed and final grade(s) must be provided to the records office.

Admission to the veterinary technician program will be based on completion of the special admissions procedures and the number of points an applicant receives. Eligible students will be numerically ranked, according to total points. In the event of applicants having an equal number of points, the students' GPAs (in all coursework applying toward an Associate of Applied Science veterinary technology degree) will be used to rank the tied group. In the event of a further tie, individual essays will be assessed to rank the tied group. Please see the veterinary technician program application for more information. From this ranked list, the fall class will be selected. Selection to the veterinary technician program occurs on a yearly basis for the fall semester. Applicants not selected will not be carried forward to the next year and must reapply for consideration.

An accepted student must submit to the veterinary technician program the following information on or before the first day of class.

- Evidence of current medical insurance.
- Evidence of required immunization status for Diphtheria and Tetanus, and Measles, Mumps, and Rubella.

Students' progression in the veterinary technician program is contingent upon attaining and maintaining a grade of "C" or better in each class of the veterinary technician program (VETT classes). Veterinary technician courses are to be taken in the sequence outlined in the College catalog. General education support courses other than prerequisites may be taken at any time though it is strongly suggested classes be taken prior to acceptance into the program.

Veterinary technician students who are unable to progress from one course to another may apply for re-entry within one year of exiting the program. All re-entry admissions are on a space-available basis. Re-entry is not guaranteed. Upon the student's re-admission, the program coordinator will outline the necessary coursework. Re-admission to the veterinary technician program is limited to one time only.

Veterinary technician graduates are eligible to take the Veterinary Technician National Exam (VTNE) and to apply for licensure in the state of their choice. Each state has specific criteria for licensure eligibility. It is the student's responsibility to contact the state to ascertain eligibility requirements. Graduation from an AVMA accredited program is only one of the requirements and does not mean automatic licensure as a veterinary technician.

AAS degrees are generally non-transfer degrees that are designed for students to enter the workforce.

To earn an AAS degree, students must:

1. Maintain a minimum cumulative GPA of 2.0 (see requirements for graduation.)
2. Complete a minimum of 15 units within the college.
3. Satisfy General Education requirements for the AAS (p. 201).
4. Have no financial or library obligation to the college.

Code	Title	Units
General Education Requirements		
Communications/English		
Required:		
ENG 101	Composition I	3
or ENG 113	Composition I for International Students	
ENG 102	Composition II	3
or ENG 114	Composition II For International Students	
Fine Arts/Humanities/Social Science [1]		*3*
Recommended: Select a course which also fulfills Diversity		
Mathematics		*[3]*
Required:		
MATH 120	Fundamentals of College Mathematics (or higher)	3
Science		*[6]*
Required:		
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	4
Additional College Requirements		
Diversity [1]		*[3]*
Human Relations		*3*
Recommended:		
CE 201	Workplace Readiness	
EPY 101	Educational, Career, and Personal Development	
MGT 171	Supervision	
MGT 201	Principles of Management	
U.S. and Nevada Constitutions		*3*
Recommended:		
PSC 101	Introduction to American Politics	
Degree Requirements [2]		
VETN 101	Introduction to Veterinary Nursing	4
VETN 105	Veterinary Medical Terminology	1
VETN 110	Clinical Anatomy and Physiology I	4
VETN 112	Clinical Anatomy and Physiology II	4
VETN 125	Veterinary Office and Clinical Procedures	1
VETN 128	Animal Nursing	4
VETN 203	Veterinary Clinical and General Pathology	4
VETN 205	Diagnostic Imaging	2
VETN 208	Lab Animal Science and Exotics	2
VETN 209	Parasitology	2
VETN 211	Animal Nutrition	2
VETN 225	Pharmacology and Toxicology	2
VETN 227	Advanced Animal Nursing	4
VETN 235	Surgical Anesthesia, Nursing & Dental Procedures	4
VETN 240	Large Animal Procedures	4
VETN 250	Critical Care	3
VETN 266	Directed Veterinary Nursing Practical	2
VETN 267	Advanced Clinical Practices	2
Total Units		73

[1] Course may also count toward degree requirements. Please consult with Academic Advisement.

[2] Students must earn a minimum grade of 'C' or better in each degree requirement.

1st semester		Units
Human Relations [3]		3
ENG 101 or ENG 113	Composition I or Composition I for International Students	3
MATH 120	Fundamentals of College Mathematics (or higher)	3
	Semester Total	9
2nd semester		
BIOL 190A & BIOL 190L	Introduction to Cell and Molecular Biology and Introduction to Cell and Molecular Biology Laboratory	4
ENG 102 or ENG 114	Composition II or Composition II For International Students	3
Diversity/Fine Arts/Humanities/Social Science [4]		3
U.S. and Nevada Constitutions [4]		3
	Semester Total	13
3rd semester		
VETN 101	Introduction to Veterinary Nursing	4
VETN 105	Veterinary Medical Terminology	1
VETN 110	Clinical Anatomy and Physiology I	4
VETN 125	Veterinary Office and Clinical Procedures	1
VETN 211	Animal Nutrition	2
	Semester Total	12
4th semester		
VETN 112	Clinical Anatomy and Physiology II	4
VETN 128	Animal Nursing	4
VETN 203	Veterinary Clinical and General Pathology	4
VETN 205	Diagnostic Imaging	2
	Semester Total	14
5th semester		
VETN 209	Parasitology	2
VETN 225	Pharmacology and Toxicology	2
VETN 235	Surgical Anesthesia, Nursing & Dental Procedures	4
VETN 240	Large Animal Procedures	4
VETN 266	Directed Veterinary Nursing Practical	2
	Semester Total	14
6th semester		
VETN 208	Lab Animal Science and Exotics	2
VETN 227	Advanced Animal Nursing	4
VETN 250	Critical Care	3
VETN 267	Advanced Clinical Practices	2
	Semester Total	11
	Total Units	73

[3] See approved General Education list for the AAS Degree. (p. 201)

[4] See program recommendations or requirements.

Additional Academic Programs

TMCC offers different degree and certificate options you can complete online. Online courses are treated the same as traditional courses when being considered for transfer. The advantage of completing your degree online includes convenience, expert instruction, and additional student support.

If you choose to complete a degree online, you will have the flexibility to study on your own time, wherever you are, all you need is an internet connection. See the degree and certificate options below.

Online class schedules can be viewed in MyTMCC (http://my.tmcc.edu/)or in the current Class Schedule (http://www.tmcc.edu/schedule/)(filter for 'class type=online').

Career and Technical Education (CTE) College Credit

The CTE College Credit Program (formerly Tech Prep) grants free college credit for approved high school Career and Technical Education (CTE) programs. CTE programs are a sequence of high school elective classes, taught by high school teachers at the high school. The CTE College Credit Program prepares students to earn an associate degree, certificate of achievement, skills certificate, and/or industry credential in less time and at a lower cost by not repeating courses in college for skills mastered in high school.

To qualify for CTE College Credit, students must:

- Earn a minimum 3.0 grade point average in the CTE program core course sequence
- Pass the state end-of-program technical assessment
- Pass the state Workplace Readiness assessment

For complete eligibility requirements and application information, please visit cte.tmcc.edu (http://www.tmcc.edu/cte-college-credit/) or call 775-857-4964.

Jump Start Program

High School students wishing to take a college class while they complete their high school diploma may do so through TMCC's Jump Start Program. Jump Start courses are college courses that high school students take for dual credit, to get ahead or for personal fulfillment. Units earned in Jump Start classes may be applied toward an associate degree at TMCC and transferable units can be applied toward a baccalaureate degree at UNR, UNLV, and NSC.

To enroll students must follow the Steps to Enroll: Jump Start Students (http://www.tmcc.edu/steps-to-enroll/high-school/jump-start/) and agree to the Student and Parent Roles and Responsibilities (http://www.tmcc.edu/jump-start-program/student-roles-and-responsibilities/). Eligible students must meet college admission requirements, complete course prerequisites and have the approval of a high school counselor and parent in order to enroll. A minimum 2.5 unweighted GPA is required for high school seniors. Students junior level or below must have a minimum 3.0 unweighted GPA.

Academically talented students with above a 3.0 GPA, and below high school level, may take academic classes on a case-by-case basis upon review of transcripts, ACT/SAT scores, grade reports or other evidence of

academic aptitude. The evidence is reviewed and a final determination is made only after approval from appropriate departments.

Students and parents should be aware Academic freedom is practiced at TMCC and allows faculty and students to pursue whatever inquiry they feel is important in the classroom without fear of censorship. In a college environment, students may encounter adult language and images, different philosophical viewpoints and belief systems. Class modifications are not made for dual enrolled students. Parents are encouraged to help their students practice important communications skills by allowing the students to be the main point of contact for all Jump Start inquiries. Students should be the only point of contact with professors regarding any questions they have. Parents can contact us (http://www.tmcc.edu/jump-start-program/contact/) for assistance.

For more information, please visit jumpstart.tmcc.edu or email dualcredit@tmcc.edu.

Graphic Communications Workshops

The Graphic Communications Program (GRC) offers a series of 0.5 - 1 unit professional level software applications classes that focus on one particular graphics software over a one-to four-week period. These short courses are tailored to meet the needs of industry professionals and may not apply toward the Associate of Applied Science degree in Graphic Communications.

The following applications are currently being offered:

- Adobe ACA Certification Prep
- InDesign (beginning and advanced)
- Illustrator (beginning and advanced)
- Photoshop (beginning and advanced)
- Acrobat
- Dreamweaver
- Animate
- Premiere

These workshops are listed in the TMCC class schedule under the Graphic Communications section. The GRC program also offers customized workshops that can be developed to meet the specific needs of companies and organizations. For more information on customized workshops, please call 775-673-7291.

Internships

Internships are courses that integrate classroom study with related work experience in a student's place of employment or major field of academic study. Theory and practice are blended by training in career-related areas of professional interest. This method of instruction serves as a testing ground to make a student's educational program more relevant and meaningful, while permitting employer's an ongoing pipeline of future employees.

An internship:

- Helps to provide greater meaning to formal education;
- Increases motivation for learning;
- Contributes to the student's development of a sense of responsibility;
- Provides an opportunity to move into jobs that require new skills and responsibilities;
- Gives the student a chance to explore specific jobs in relation to his or her capabilities;
- Offers preparatory opportunities to enter the working world in the student's selected professional area.

To be eligible for an internship, a student must:

- Have completed a department's specified number of units toward a declared degree, emphasis or certificate and/or have met published prerequisites;
- Have a 2.5 GPA or higher to qualify;
- Enroll in one to eight credits with department/program approval;
- Be available to work the necessary hours as agreed to by the employer, faculty, and student in a position directly related to the student's major area of study (credit is awarded at a rate of 45 hours of work per credit);
- Be able to identify, with the help of the employer partner and faculty sponsor, a set of job-related learning objectives that will enhance the student's career development.

Academic credit is awarded for completing the mutually agreed upon learning objectives assigned by the faculty sponsor. For student's wanting to complete an internship at their place of employment, the employer must agree to establish new learning objectives before the internship is approved. For more information visit the Internship Program website (http://www.tmcc.edu/career-center/internships/program-information/), or contact the Internship Coordinator at 775-337-5618.

GENERAL EDUCATION

General Education Mission

TMCC provides a coherent curriculum that consists of a rigorous foundation of interrelated academic and applied experiences that introduce students to diverse ways of thinking and of understanding the world.

General Education Competencies

Communications - *Includes the ability to listen, speak, and write competently so as to gain skills to interact effectively with others; and to read with comprehension.*

Critical Thinking - *Includes the ability to grasp complexities, relationships, similarities and differences; to draw inferences and conclusions; to identify and troubleshoot problems; to collect and identify data to formulate and test solutions; and to identify how individual values and perceptions influence decision making.*

Information Literacy - *Includes the ability to understand information technology; use applications as tools; and to evaluate the applicability and validity of information.*

People & Cultural Awareness - *Includes the ability to develop a broad understanding of linguistic, political, social, environmental, religious, and economic systems; to attain skills to function effectively as responsible, ethical community members; and to learn to value, respect and critique the aesthetic and creative process.*

Quantitative Reasoning - *Includes the ability to use scientific reasoning skills including induction and deduction; to discern bias and subjectivity; to perform appropriate calculations; and to understand, evaluate, model and effectively use data.*

General Education Requirements by Degree

General Education requirements reflect a classification of courses, by discipline, designed to meet the General Education Competencies. The requirements for the AA, AS, and AAS degrees correspond to those established in Title 4, Chapters 14 and 16 of the NSHE Board of Regents Handbook.

- Associate of Applied Science and Certificate of Achievement (p. 201)
- Associate of Arts/Associate of Science (p. 197)
- Associate of General Studies (p. 204)

Associate of Arts, Associate of Science, and Bachelors General Education Degree Requirements

and Additional College Requirements General Education

Code	Title	Units
English		**3-6**
Must include ENG 102 or ENG 114		
ENG 100	Composition Enhanced (equivalent to ENG 101)	
ENG 101	Composition I	
or ENG 113	Composition I for International Students	
ENG 102	Composition II	
or ENG 114	Composition II For International Students	
Fine Arts		**3**
ART 100	Visual Foundations	
ART 101	Drawing I	
ART 124	Introduction to Printmaking	
ART 141	Introduction to Digital Photography	
ART 160	Art Appreciation	
ART 211	Ceramics I	
ART 212	Ceramics II	
ART 260	Survey of Art History I	
ART 261	Survey of Art History II	
ART 263	Survey of African, Oceanic, & Native American Art [1]	
ART 265	Introduction to Contemporary Art	
ART 270	Women in Art [1]	
DAN 101	Dance Appreciation [1]	
ENG 202	Film Analysis and Interpretation	
ENG 205	Intro to Creative Writing: Fiction and Poetry	
ENG 220	Writing Poetry	
ENG 221	Writing Fiction	
ENG 222	Intermediate Fiction: Novel Writing	
ENG 224	Introduction to Screenwriting	
ENG 230	Writing Creative Non-Fiction	
ENG 243	Introduction to the Short Story	
ENG 245	Introduction to the Novel	
ENG 252	Introduction to Drama	
ENG 261	Intro to Poetry	
ENG 275	Contemporary Literature	
ENG 298	Writing About Literature	
HUM 101	Introduction to Humanities I	
HUM 102	Introduction to Humanities II	
HUM 105/ THTR 180	The Art of Film	
HUM 106	Introduction to the American Motion Picture	
HUM 271	Film and Literature	
MUS 101	Music Fundamentals	
MUS 121	Music Appreciation	
MUS 122	Survey of Jazz	
MUS 125	History of Rock Music	
PHIL 202	Introduction to the Philosophy of the Arts	
SOTA 101	Introduction to the Arts	
THTR 100	Introduction to Theatre	
THTR 105	Introduction to Acting I	
THTR 180/ HUM 105	Cinema as Art and Communication	
THTR 210	Theatre: a Cultural Context [1]	
Humanities		**3**

AAD/HUM 201	History of the Built Environment [1]	
CH 201	Ancient and Medieval Cultures	
CH 202	The Modern World	
CH 203	American Experiences and Constitutional Change [2]	
ECON 105	History and Comparison of Economic Systems	
ENG 205	Intro to Creative Writing: Fiction and Poetry	
ENG 220	Writing Poetry	
ENG 221	Writing Fiction	
ENG 222	Intermediate Fiction: Novel Writing	
ENG 224	Introduction to Screenwriting	
ENG 231	World Literature I [1]	
ENG 232	World Literature II [1]	
ENG 243	Introduction to the Short Story	
ENG 245	Introduction to the Novel	
ENG 252	Introduction to Drama	
ENG 261	Intro to Poetry	
ENG 267	Introduction to Women and Literature [1]	
ENG 275	Contemporary Literature	
ENG 298	Writing About Literature	
HIST 105	European Civilization to 1648	
HIST 106	European Civilization since 1648	
HIST 208	World History I [1]	
HIST 209	World History II [1]	
HUM 101	Introduction to Humanities I	
HUM 102	Introduction to Humanities II	
HUM 105/ THTR 180	The Art of Film	
HUM 106	Introduction to the American Motion Picture	
HUM/AAD 201	History of the Built Environment [1]	
HUM 211	Survey of Chinese Culture	
HUM 271	Film and Literature	
MUS 121	Music Appreciation	
MUS 122	Survey of Jazz	
PHIL 101	Introduction to Philosophy	
PHIL 135	Introduction to Ethics	
PHIL 202	Introduction to the Philosophy of the Arts	
PHIL 210	World Religions [1]	
PHIL 211	Introduction to Ancient Philosophy	
PHIL 213	Introduction to Modern Philosophy	
PHIL 245	Contemporary Moral Issues [1]	
THTR 100	Introduction to Theatre	
THTR 180/ HUM 105	Cinema as Art and Communication	
THTR 210	Theatre: a Cultural Context [1]	
Mathematics		**3**
MATH 119	Fundamentals of College Mathematics II (Successful completion of MATH 19 & MATH 119 is equivalent to MATH 120 and fulfills MATH requirement for Associate of Arts only - Does *NOT* count for Associate of Science or Bachelors of Science.)	
MATH 120/120E	Fundamentals of College Mathematics (Associate of Arts only - Does *NOT* count for Associate of Science or Bachelors of Science.)	
MATH 124	College Algebra (Associate of Arts only - Does *NOT* count for Associate of Science or Bachelors of Science.)	
MATH 126/126E	Pre-Calculus I	
MATH 127	Pre-Calculus II	
MATH 176	Introductory Calculus for Business and Social Sciences	
MATH 181	Calculus I	
STAT 152	Introduction to Statistics	
Science		**6**
Must include at least one lab course.		
ANTH 102	Introduction to Physical Anthropology [3]	
ANTH 110L	Physical Anthropology Laboratory	
AST 104	Introductory Astronomy: Stars and Galaxies	
BIOL 100	General Biology for Non-Majors	
BIOL 106	Introduction to Evolution and Adaptation	
BIOL 112	Introduction to Animal Behavior	
BIOL 113	Life in the Ocean	
BIOL 190A	Introduction to Cell and Molecular Biology	
BIOL 190L	Introduction to Cell and Molecular Biology Laboratory	
BIOL 191A	Introduction to Organismal Biology	
BIOL 191L	Intro to Organismal Biology Lab	
BIOL 251	General Microbiology	
CHEM 100	Molecules and Life in the Modern World	
CHEM 121	General Chemistry I	
CHEM 122	General Chemistry II	
ENV 101	Introduction to Environmental Science [3]	
GEOG 103	Physical Geography of Earth's Environment [3]	
GEOG 104	Physical Geography Lab	
GEOG 121	Climate Change: the Science Basis	
GEOL 100	Earthquakes, Volcanoes and Natural Disasters	
GEOL 101	Geology: Exploring Planet Earth	
GEOL 102	Earth and Life Through Time	
GEOL 206	Geology of Geothermal Energy Resources	
NUTR 121	Human Nutrition	
PHYS 100	Introductory Physics	
PHYS 117	Introduction to Space Science and Engineering	
PHYS 151	General Physics I	
PHYS 152	General Physics II	
PHYS 180	Physics for Scientists and Engineers I [3]	
PHYS 180L	Physics for Scientists/Engineers Lab I	
PHYS 181	Physics for Scientists and Engineers II [3]	
PHYS 181L	Physics for Scientists/Engineers Lab II	
Social Science		**3**
ANTH 101	Introduction to Cultural Anthropology	
ANTH 201	Peoples and Cultures of the World [1]	

ANTH 202	Archaeology
ANTH/SOC 205	Ethnic Groups in Contemporary Societies [1]
ANTH 208	Fundamentals of Cultural Diversity
CH 201	Ancient and Medieval Cultures
CH 202	The Modern World
CH 203	American Experiences and Constitutional Change [2]
COM 113	Fundamentals of Speech Communications
ECON 102	Principles of Microeconomics
ECON 103	Principles of Macroeconomics
ECON 105	History and Comparison of Economic Systems
GEOG 106	Introduction to Cultural Geography
GEOG 200	World Regional Geography [1]
HIST 101	US History to 1877 [2]
HIST 102	U. S. History since 1877 [2]
HIST 105	European Civilization to 1648
HIST 106	European Civilization since 1648
HIST 111	Survey of U.S. Constitutional History [2]
HIST 208	World History I [1]
HIST 209	World History II [1]
HIST 215	History of Sexuality in the United States
HIST 217	Nevada History [2]
PSC 101	Introduction to American Politics [2]
PSC 211	Introduction to Comparative Politics
PSC 231	Introduction to International Relations
PSY 101	General Psychology
SOC 101	Principles of Sociology
SOC/ANTH 205	Ethnic Groups in Contemporary Societies
WMST 101	Introduction to Women's Studies [1]

[1] Course also satisfies Diversity

[2] Course also satisfies U.S. and Nevada Constitutions

[3] Lecture course only, you may need to take a specified laboratory course as a corequisite or an additional course to fulfill the laboratory requirement.

Additional College Requirements

Code	Title	Units
Associate of Arts Additional College Requirements		**[20]**
GE units		24
Diversity [1,2]		*3*
U.S. and Nevada Constitutions [1,3]		*3*
Foreign Language [4]		*0-14*
AM 148	American Sign Language IV	
FREN 212	Second Year French II	
HEB 222	Intermediate Hebrew II	
ITAL 212	Second Year Italian II	
PORT 212	Second-Year Portuguese II	
RUS 212	Second-Year Russian II	
SPAN 212	Second Year Spanish II	
SPAN 227	Spanish for Heritage Speakers II	
Emphasis and Elective units may be necessary to meet the total minimum of 60 units for your chosen AA degree.		*16-40*
Total Units		60

Code	Title	Units
Associate of Science Additional College Requirements		**[12]**
GE Units		24
Diversity [1, 2]		*3*
Science		*6*
Any transferable science units		
U.S. and Nevada Constitutions [1, 3]		3
Emphasis and Elective units may be necessary to meet the total minimum of 60 units for your chosen AS degree.		12-24
Total Units		60

Diversity

Code	Title	Units
Diversity Course List		
AAD/HUM 201	History of the Built Environment	3
ANTH 201	Peoples and Cultures of the World	3
ANTH/SOC 205	Ethnic Groups in Contemporary Societies	3
ANTH 208	Fundamentals of Cultural Diversity	3
ART 263	Survey of African, Oceanic, & Native American Art	3
ART 265	Introduction to Contemporary Art	3
ART 270	Women in Art	3
COM 285	Communication Disabilities and Film	3
DAN 101	Dance Appreciation	3
ECON 105	History and Comparison of Economic Systems	3
EDU 203	Introduction to Special Education	3
ENG 231	World Literature I	3
ENG 232	World Literature II	3
ENG 267	Introduction to Women and Literature	3
ENT 220	International Women's Entrepreneurship	3
GEOG 200	World Regional Geography	3
HDFS 232	Diversity in Children	3
HIST 208	World History I	3
HIST 209	World History II	3
HIST 215	History of Sexuality in the United States	3
HIST 227	Introduction to Latin American History & Culture I	3
HIST 228	Intro to Latin American History and Culture II	3
HIST 289	Introduction to the History of the Middle East	3
HIST 291	Intro to Women's History and Literature in the US	3
HUM/AAD 201	History of the Built Environment	3
HUM 211	Survey of Chinese Culture	3
HUM 214	Survey of Middle East Culture	3
HUM/SPAN 225	A Cultural Perspective: Spain...New Mexico	3
HUM 260	American Indian Literature and Culture	3

LGM 202	International Logistics Management	3
NRES 211	Conservation, Humans and Biodiversity	3
NURS 212	Cultural Aspects of Nursing Care	3
NUTR 253	Cultural Considerations in Nutrition and Health Care	3
PHIL 210	World Religions	3
PHIL 245	Contemporary Moral Issues	3
PSY/SOC 276	Aging in Modern American Society	3
SOC/ANTH 205	Ethnic Groups in Contemporary Societies	3
SOC/PSY 276	Aging in Modern American Society	3
SPAN 221	Iberia and Its Cultures	3
SPAN 222	Hispanic-America and Its Culture	3
SPAN/HUM 225	A Cultural Perspective: Spain...New Mexico	3
THTR 210	Theatre: a Cultural Context	3
WMST 101	Introduction to Women's Studies	3
WMST 250	Introduction to Feminist Theory	3
WMST 255	The American Women's Movement	3

U.S. and Nevada Constitutions

Code	Title	Units
U.S. and Nevada Constitutions Course List		
CH 203	American Experiences and Constitutional Change	3
HIST 111	Survey of U.S. Constitutional History	3
PSC 101	Introduction to American Politics	3
HIST 101 & HIST 102	US History to 1877 and U. S. History since 1877	6
HIST 101 & HIST 217	US History to 1877 and Nevada History	6
HIST 101 & PSC 100	US History to 1877 and Nevada Constitution	4
HIST 101 & PSC 208	US History to 1877 and Survey of State and Local Government	6

[1] May also satisfy another degree requirement.

[2] Three units of diversity course work are required to satisfy all associate degrees granted. A course used to satisfy the diversity requirement may also apply to a General Education requirement or a degree requirement. See the complete diversity list and refer to your specific program worksheet for more details.

[3] A course used to satisfy the U.S. & Nevada constitution requirement may also apply to a degree requirement. See the complete list in this section and refer to your specific program worksheet for details.

[4] Options to Complete the Foreign Language Requirement:

- Complete a fourth-semester transferable college course in a foreign language.
- Complete a fourth-semester transferable college course in American Sign Language (AM).
- Demonstrate proficiency through placement examination or other means. Students interested in taking a placement examination should contact the TMCC testing center (http://www.tmcc.edu/testing/) at 775-673-8241 for information.
- Complete four years of high school foreign language.

Students who have proficiency in a foreign language that is equivalent to that of students who have completed four semesters of college-level foreign language may be eligible to waive this requirement. Students will be required to provide appropriate documentation to the department to support this claim. Contact the Humanities department at 775-674-7945 or TMCC Academic Advising at 775-673-7062 for information.

Associate of Arts Foreign Language Requirements

Options to Complete the Foreign Language Requirement:

1. Complete a fourth-semester transferable college course in a foreign language.

2. Complete a fourth-semester transferable college course in American Sign Language (AM).

3. Demonstrate proficiency through placement examination or other means. Students interested in taking a placement examination should contact the TMCC Testing Center at 775-673-8241 for information.

4. Complete four years of high school foreign language. Students who have proficiency in a foreign language that is equivalent to that of students who have completed four semesters of college-level foreign language may be eligible to waive this requirement. Students will be required to provide appropriate documentation to the department to support this claim. Contact the Humanities department at 775-674-7945 or TMCC Academic Advising at 775-673-7062 for information.

Additional elective credits may be necessary to meet the total degree requirements.

Code	Title	Units
Approved Foreign Language Requirement Courses		
American Sign Language		
AM 148	American Sign Language IV	3
French		
FREN 212	Second Year French II	3
Hebrew		
HEB 222	Intermediate Hebrew II	3
Portuguese		
PORT 212	Second-Year Portuguese II	3
Russian		
RUS 212	Second-Year Russian II	3
Spanish		
SPAN 212	Second Year Spanish II	3

Associate of Applied Science General Education and Additional College Requirements

General Education

Code	Title	Units
Communications		**3**
BUS 107	Business Speech Communications	
BUS 111	Workplace Communications	
COM 113	Fundamentals of Speech Communications	
COM 215	Introduction to Group Communication	
COM 285	Communication Disabilities and Film [2]	
ENG 100	Composition Enhanced	
ENG 101	Composition I	
ENG 102	Composition II	
ENG 107	Technical Communications I	
ENG 108	Technical Communications II	
ENG 113	Composition I for International Students	
ENG 114	Composition II For International Students	
ENG 205	Intro to Creative Writing: Fiction and Poetry	
ENG 220	Writing Poetry	
ENG 221	Writing Fiction	
ENG 224	Introduction to Screenwriting	
ENG 243	Introduction to the Short Story	
ENG 245	Introduction to the Novel	
ENG 252	Introduction to Drama	
ENG 261	Intro to Poetry	
EPY 101	Educational, Career, and Personal Development	
READ 135	College Reading Strategies	
English		**3**
BUS 106	Business English	
BUS 108	Business Letters and Reports	
ENG 100	Composition Enhanced	
ENG 101	Composition I	
ENG 102	Composition II	
ENG 107	Technical Communications I	
ENG 108	Technical Communications II	
ENG 113	Composition I for International Students	
ENG 114	Composition II For International Students	
ENG 181	Vocabulary and Meaning	
Human Relations [6]		**[3]**
CE 201	Workplace Readiness	
DA 110	Orientation to Dental Assisting [3]	
DA 112	Dental/Head and Neck Anatomy [3]	
DA 125	Supervised Clinical I [3]	
EPY 101	Educational, Career, and Personal Development	
MGT 171	Supervision	
MGT 201	Principles of Management	
MGT 212	Leadership and Human Relations	
MGT 235	Organizational Behavior	
PSY 102	Psychology of Personal and Social Adjustment	
Fine Arts/Humanities/Social Science		**3**
Select a course in one of the three areas below:		
Fine Arts		
ART 100	Visual Foundations	
ART 101	Drawing I	
ART 124	Introduction to Printmaking	
ART 141	Introduction to Digital Photography	
ART 160	Art Appreciation	
ART 211	Ceramics I	
ART 212	Ceramics II	
ART 260	Survey of Art History I	
ART 261	Survey of Art History II	
ART 263	Survey of African, Oceanic, & Native American Art [2]	
ART 265	Introduction to Contemporary Art	
ART 270	Women in Art [2]	
DAN 101	Dance Appreciation [2]	
DAN 138	Modern Dance, Beginning	
DAN 139	Modern Dance, Beginning/Intermediate	
ENG 202	Film Analysis and Interpretation	
ENG 205	Intro to Creative Writing: Fiction and Poetry	
ENG 220	Writing Poetry	
ENG 221	Writing Fiction	
ENG 222	Intermediate Fiction: Novel Writing	
ENG 224	Introduction to Screenwriting	
ENG 230	Writing Creative Non-Fiction	
ENG 243	Introduction to the Short Story	
ENG 245	Introduction to the Novel	
ENG 250	Introduction to Children's Literature	
ENG 252	Introduction to Drama	
ENG 261	Intro to Poetry	
ENG 275	Contemporary Literature	
ENG 281	Introduction to Language	
ENG 282	Introduction to Language and Literary Expression	
ENG 298	Writing About Literature	
HUM 101	Introduction to Humanities I	
HUM 102	Introduction to Humanities II	
HUM 105/ THTR 180	The Art of Film	
HUM 106	Introduction to the American Motion Picture	
HUM 271	Film and Literature	
MUS 101	Music Fundamentals	
MUS 121	Music Appreciation	
MUS 122	Survey of Jazz	
MUS 125	History of Rock Music	
PHIL 202	Introduction to the Philosophy of the Arts	
SOTA 101	Introduction to the Arts	
THTR 100	Introduction to Theatre	

THTR 105	Introduction to Acting I
THTR 180/ HUM 105	Cinema as Art and Communication
THTR 205	Introduction to Acting II
THTR 206	Theatre Workshop: Acting III
THTR 210	Theatre: a Cultural Context [2]
THTR 240	Acting for the Camera
THTR 258	Theatre Experience and Travel
Humanities	
AAD/HUM 201	History of the Built Environment [2]
AM 145	American Sign Language I
AM 146	American Sign Language II
AM 147	American Sign Language III
AM 148	American Sign Language IV
AUTO 200	History of the Automobile
CH 201	Ancient and Medieval Cultures
CH 202	The Modern World
CH 203	American Experiences and Constitutional Change [4]
ECON 105	History and Comparison of Economic Systems
ENG 205	Intro to Creative Writing: Fiction and Poetry
ENG 220	Writing Poetry
ENG 221	Writing Fiction
ENG 222	Intermediate Fiction: Novel Writing
ENG 230	Writing Creative Non-Fiction
ENG 231	World Literature I [2]
ENG 232	World Literature II [2]
ENG 243	Introduction to the Short Story
ENG 245	Introduction to the Novel
ENG 252	Introduction to Drama
ENG 250	Introduction to Children's Literature
ENG 267	Introduction to Women and Literature [2]
ENG 275	Contemporary Literature
ENG 281	Introduction to Language
ENG 282	Introduction to Language and Literary Expression
ENG 298	Writing About Literature
FREN 111	First Year French I
FREN 112	First Year French II
FREN 211	Second Year French I
FREN 212	Second Year French II
HIST 105	European Civilization to 1648
HIST 106	European Civilization since 1648
HIST 208	World History I [2]
HIST 209	World History II [2]
HIST 227	Introduction to Latin American History & Culture I [2]
HUM 101	Introduction to Humanities I
HUM 102	Introduction to Humanities II
HUM 105/ THTR 180	The Art of Film
HUM 106	Introduction to the American Motion Picture
HUM/AAD 201	History of the Built Environment [2]
HUM 211	Survey of Chinese Culture [2]
HUM 271	Film and Literature
ITAL 111	First Year Italian I
ITAL 112	First Year Italian II
ITAL 211	Second Year Italian I
ITAL 212	Second Year Italian II
MUS 121	Music Appreciation
MUS 122	Survey of Jazz
MUS 125	History of Rock Music
PHIL 101	Introduction to Philosophy
PHIL 135	Introduction to Ethics
PHIL 202	Introduction to the Philosophy of the Arts
PHIL 210	World Religions [2]
PHIL 211	Introduction to Ancient Philosophy
PHIL 213	Introduction to Modern Philosophy
PHIL 245	Contemporary Moral Issues [2]
SPAN 111	First Year Spanish I
SPAN 112	First Year Spanish II
SPAN 211	Second Year Spanish I
SPAN 212	Second Year Spanish II
THTR 100	Introduction to Theatre
THTR 180	Cinema as Art and Communication
or HUM 105	The Art of Film
THTR 209	Theatre Practicum
THTR 210	Theatre: a Cultural Context [2]
THTR 232	Children's Theatre
Social Science	
ANTH 101	Introduction to Cultural Anthropology
ANTH 201	Peoples and Cultures of the World [2]
ANTH 202	Archaeology
ANTH/SOC 205	Ethnic Groups in Contemporary Societies [2]
ANTH 208	Fundamentals of Cultural Diversity [2]
CH 201	Ancient and Medieval Cultures
CH 202	The Modern World
CH 203	American Experiences and Constitutional Change [4]
COM 113	Fundamentals of Speech Communications
ECON 102	Principles of Microeconomics
ECON 103	Principles of Macroeconomics
ECON 105	History and Comparison of Economic Systems
EDU 201	Introduction to Elementary Education
EDU 202	Introduction to Secondary Education
EDU 203	Introduction to Special Education [2]
GEOG 106	Introduction to Cultural Geography
GEOG 200	World Regional Geography [2]
HDFS 201	Lifespan Human Development
HDFS 202	Introduction to Families
HIST 101	US History to 1877 [4]
HIST 102	U. S. History since 1877 [4]

HIST 105	European Civilization to 1648	
HIST 106	European Civilization since 1648	
HIST 111	Survey of U.S. Constitutional History [4]	
HIST 208	World History I [2]	
HIST 209	World History II [2]	
HIST 215	History of Sexuality in the United States [2]	
HIST 217	Nevada History [4]	
JOUR 101	Critical Analysis of Mass Media	
MGT 201	Principles of Management	
MGT 212	Leadership and Human Relations	
PSC 101	Introduction to American Politics [4]	
PSC 211	Introduction to Comparative Politics	
PSC 231	Introduction to International Relations	
PSY 101	General Psychology	
PSY 102	Psychology of Personal and Social Adjustment	
SOC 101	Principles of Sociology	
SOC/ANTH 205	Ethnic Groups in Contemporary Societies [2]	
WMST 101	Introduction to Women's Studies [2]	
WMST 250	Introduction to Feminist Theory [2]	
WMST 255	The American Women's Movement [2]	
Mathematics		
BUS 117	Business Calculations and Methods	
COT 110	Business Machines	
CUL 245	The Business Chef	
ECON 261	Principles of Statistics I	
ECON 262	Principles of Statistics II	
MATH 100	Math for Allied Health Programs	
MATH 108	Math for Technicians	
MATH 119	Fundamentals of College Mathematics II (Successful completion of MATH 19 & MATH 119 is equivalent to MATH 120 and fulfills MATH requirement for Associate of Applied Science.)	
MATH 120	Fundamentals of College Mathematics	
or MATH 120E	MATH 120 Expanded	
MATH 124	College Algebra	
MATH 126	Pre-Calculus I	
or MATH 126E	Math 126 Expanded	
MATH 127	Pre-Calculus II	
MATH 176	Introductory Calculus for Business and Social Sciences	
MATH 181	Calculus I	
PSY/SOC 210	Introduction to Statistical Methods	
STAT 152	Introduction to Statistics	
Science [6]		**[3]**
ANTH 102	Introduction to Physical Anthropology	
ANTH 110L	Physical Anthropology Laboratory	
AST 104	Introductory Astronomy: Stars and Galaxies	
BIOL 100	General Biology for Non-Majors	
BIOL 106	Introduction to Evolution and Adaptation	
BIOL 112	Introduction to Animal Behavior	
BIOL 113	Life in the Ocean	
BIOL 190A	Introduction to Cell and Molecular Biology	
BIOL 190L	Introduction to Cell and Molecular Biology Laboratory	
BIOL 191A	Introduction to Organismal Biology	
BIOL 191L	Intro to Organismal Biology Lab	
CHEM 100	Molecules and Life in the Modern World	
CHEM 121	General Chemistry I	
CHEM 122	General Chemistry II	
ENV 101	Introduction to Environmental Science	
GEOG 103	Physical Geography of Earth's Environment	
GEOG 104	Physical Geography Lab	
GEOG 121	Climate Change: the Science Basis	
GEOL 100	Earthquakes, Volcanoes and Natural Disasters	
GEOL 102	Earth and Life Through Time	
GEOL 206	Geology of Geothermal Energy Resources	
MASG 205/ PTR 210	Kinesiology for Massage and Fitness Professionals	
MTT 150	Metallurgy I	
NUTR 121	Human Nutrition	
NUTR 223	Principles of Nutrition	
PHYS 100	Introductory Physics	
PHYS 117	Introduction to Space Science and Engineering	
PHYS 151	General Physics I	
PHYS 152	General Physics II	
PHYS 180	Physics for Scientists and Engineers I	
PHYS 180L	Physics for Scientists/Engineers Lab I	
PHYS 181	Physics for Scientists and Engineers II	
PHYS 181L	Physics for Scientists/Engineers Lab II	
PTR 210/ MASG 205	Kinesiology for Massage and Fitness Professionals	
Core and/or Emphasis Requirements [5]		**42-51**

Additional College Requirements

Code	Title	Units
Associate of Applied Science Additional College Requirements		**[9]**
GE units		24
Diversity		3
Human Relations		*3*
U.S. and Nevada Constitutions		3
Degree, Emphasis and Elective units will vary for your chosen AAS degree.		27
Total Units		60

Diversity

Code	Title	Units
Diversity Course List		
AAD/HUM 201	History of the Built Environment	3
ANTH 201	Peoples and Cultures of the World	3
ANTH/SOC 205	Ethnic Groups in Contemporary Societies	3
ANTH 208	Fundamentals of Cultural Diversity	3

ART 263	Survey of African, Oceanic, & Native American Art	3
ART 265	Introduction to Contemporary Art	3
ART 270	Women in Art	3
COM 285	Communication Disabilities and Film	3
DAN 101	Dance Appreciation	3
ECON 105	History and Comparison of Economic Systems	3
EDU 203	Introduction to Special Education	3
ENG 231	World Literature I	3
ENG 232	World Literature II	3
ENG 267	Introduction to Women and Literature	3
ENT 220	International Women's Entrepreneurship	3
GEOG 200	World Regional Geography	3
HDFS 232	Diversity in Children	3
HIST 208	World History I	3
HIST 209	World History II	3
HIST 215	History of Sexuality in the United States	3
HIST 227	Introduction to Latin American History & Culture I	3
HIST 228	Intro to Latin American History and Culture II	3
HIST 289	Introduction to the History of the Middle East	3
HIST 291	Intro to Women's History and Literature in the US	3
HUM/AAD 201	History of the Built Environment	3
HUM 211	Survey of Chinese Culture	3
HUM 214	Survey of Middle East Culture	3
HUM/SPAN 225	A Cultural Perspective: Spain...New Mexico	3
HUM 260	American Indian Literature and Culture	3
LGM 202	International Logistics Management	3
NRES 211	Conservation, Humans and Biodiversity	3
NURS 212	Cultural Aspects of Nursing Care	3
NUTR 253	Cultural Considerations in Nutrition and Health Care	3
PHIL 210	World Religions	3
PHIL 245	Contemporary Moral Issues	3
PSY/SOC 276	Aging in Modern American Society	3
SOC/ANTH 205	Ethnic Groups in Contemporary Societies	3
SOC/PSY 276	Aging in Modern American Society	3
SPAN 221	Iberia and Its Cultures	3
SPAN 222	Hispanic-America and Its Culture	3
SPAN/HUM 225	A Cultural Perspective: Spain...New Mexico	3
THTR 210	Theatre: a Cultural Context	3
WMST 101	Introduction to Women's Studies	3
WMST 250	Introduction to Feminist Theory	3
WMST 255	The American Women's Movement	3

U.S. and Nevada Constitutions

Code	Title	Units
U.S. and Nevada Constitutions Course List		
CH 203	American Experiences and Constitutional Change	3
HIST 111	Survey of U.S. Constitutional History	3
PSC 101	Introduction to American Politics	3
HIST 101 & HIST 102	US History to 1877 and U. S. History since 1877	6
HIST 101 & HIST 217	US History to 1877 and Nevada History	6
HIST 101 & PSC 100	US History to 1877 and Nevada Constitution	4
HIST 101 & PSC 208	US History to 1877 and Survey of State and Local Government	6

1 Any course that satisfies a general education requirement for the Associate of Arts or Associate of Science may also satisfy a general education requirement for an Associate of Applied Science degree.

2 Course also satisfies Diversity.

3 Only accepted program students may take the DA options.

4 Course also satisfies U.S. and/or Nevada Constitutions.

5 Please consult the appropriate program for course requirements.

6 May be identified as content included in other required courses for an Associate of Applied Science.

Certificate of Achievement

The certificate of achievement is a stackable credential within the Associate of Applied Science degree.

Code	Title	Units
Communications		*3*
Human Relations		3
Mathematics		3
Core Requirements		21
Total Units		30

Associate of General Studies General Education Requirements

& Additional College Requirements

Code	Title	Units
Communications		**6**
BUS 107	Business Speech Communications	
BUS 111	Workplace Communications	
COM 113	Fundamentals of Speech Communications	
COM 215	Introduction to Group Communication	
COM 285	Communication Disabilities and Film [1]	
ENG 101	Composition I	
ENG 102	Composition II	
ENG 107	Technical Communications I	
ENG 108	Technical Communications II	
ENG 113	Composition I for International Students	

ENG 114	Composition II For International Students	
ENG 205	Intro to Creative Writing: Fiction and Poetry	
ENG 220	Writing Poetry	
ENG 221	Writing Fiction	
ENG 224	Introduction to Screenwriting	
ENG 243	Introduction to the Short Story	
ENG 245	Introduction to the Novel	
ENG 252	Introduction to Drama	
ENG 261	Intro to Poetry	
EPY 101	Educational, Career, and Personal Development	
READ 135	College Reading Strategies	
ENGLISH		**3**
BUS 106	Business English	
BUS 108	Business Letters and Reports	
ENG 101	Composition I	
ENG 102	Composition II	
ENG 107	Technical Communications I	
ENG 108	Technical Communications II	
ENG 113	Composition I for International Students	
ENG 114	Composition II For International Students	
ENG 181	Vocabulary and Meaning	
Fine Arts		**3**
ART 100	Visual Foundations	
ART 101	Drawing I	
ART 124	Introduction to Printmaking	
ART 141	Introduction to Digital Photography	
ART 160	Art Appreciation	
ART 211	Ceramics I	
ART 212	Ceramics II	
ART 260	Survey of Art History I	
ART 261	Survey of Art History II	
ART 263	Survey of African, Oceanic, & Native American Art [1]	
ART 265	Introduction to Contemporary Art	
ART 270	Women in Art [1]	
DAN 101	Dance Appreciation [1]	
DAN 138	Modern Dance, Beginning	
DAN 139	Modern Dance, Beginning/Intermediate	
ENG 202	Film Analysis and Interpretation	
ENG 205	Intro to Creative Writing: Fiction and Poetry	
ENG 220	Writing Poetry	
ENG 221	Writing Fiction	
ENG 224	Introduction to Screenwriting	
ENG 230	Writing Creative Non-Fiction	
ENG 243	Introduction to the Short Story	
ENG 245	Introduction to the Novel	
ENG 250	Introduction to Children's Literature	
ENG 252	Introduction to Drama	
ENG 261	Intro to Poetry	
ENG 281	Introduction to Language	
ENG 282	Introduction to Language and Literary Expression	
ENG 298	Writing About Literature	
HUM 101	Introduction to Humanities I	
HUM 102	Introduction to Humanities II	
HUM 105/ THTR 180	The Art of Film	
HUM 106	Introduction to the American Motion Picture	
HUM 271	Film and Literature	
MUS 101	Music Fundamentals	
MUS 121	Music Appreciation	
MUS 122	Survey of Jazz	
MUS 125	History of Rock Music	
PHIL 202	Introduction to the Philosophy of the Arts	
SOTA 101	Introduction to the Arts	
THTR 100	Introduction to Theatre	
THTR 105	Introduction to Acting I	
THTR 180/ HUM 105	Cinema as Art and Communication	
THTR 205	Introduction to Acting II	
THTR 206	Theatre Workshop: Acting III	
THTR 210	Theatre: a Cultural Context [1]	
THTR 240	Acting for the Camera	
THTR 258	Theatre Experience and Travel	
HUMANITIES		**3**
AAD/HUM 201	History of the Built Environment [1]	
AM 145	American Sign Language I	
AM 146	American Sign Language II	
AM 147	American Sign Language III	
AM 148	American Sign Language IV	
CH 201	Ancient and Medieval Cultures	
CH 202	The Modern World	
CH 203	American Experiences and Constitutional Change	
ECON 105	History and Comparison of Economic Systems	
ENG 205	Intro to Creative Writing: Fiction and Poetry	
ENG 220	Writing Poetry	
ENG 221	Writing Fiction	
ENG 230	Writing Creative Non-Fiction	
ENG 231	World Literature I [1]	
ENG 232	World Literature II [1]	
ENG 250	Introduction to Children's Literature	
ENG 267	Introduction to Women and Literature [1]	
ENG 275	Contemporary Literature	
ENG 281	Introduction to Language	
ENG 282	Introduction to Language and Literary Expression	
ENG 298	Writing About Literature	
FREN 111	First Year French I	
FREN 112	First Year French II	
FREN 211	Second Year French I	
FREN 212	Second Year French II	
HIST 105	European Civilization to 1648	

HIST 106	European Civilization since 1648	
HIST 208	World History I [1]	
HIST 209	World History II [1]	
HIST 227	Introduction to Latin American History & Culture I	
HUM 101	Introduction to Humanities I	
HUM 102	Introduction to Humanities II	
HUM 105/ THTR 180	The Art of Film	
HUM 106	Introduction to the American Motion Picture	
HUM/AAD 201	History of the Built Environment	
HUM 211	Survey of Chinese Culture	
HUM 271	Film and Literature	
ITAL 111	First Year Italian I	
ITAL 112	First Year Italian II	
ITAL 211	Second Year Italian I	
ITAL 212	Second Year Italian II	
MUS 121	Music Appreciation	
MUS 122	Survey of Jazz	
MUS 125	History of Rock Music	
PHIL 101	Introduction to Philosophy	
PHIL 135	Introduction to Ethics	
PHIL 202	Introduction to the Philosophy of the Arts	
PHIL 210	World Religions [1]	
PHIL 211	Introduction to Ancient Philosophy	
PHIL 213	Introduction to Modern Philosophy	
PHIL 245	Contemporary Moral Issues [1]	
SPAN 111	First Year Spanish I	
SPAN 112	First Year Spanish II	
SPAN 211	Second Year Spanish I	
SPAN 212	Second Year Spanish II	
THTR 100	Introduction to Theatre	
THTR 180/ HUM 105	Cinema as Art and Communication	
THTR 209	Theatre Practicum	
THTR 210	Theatre: a Cultural Context [1]	
THTR 232	Children's Theatre	
Human Relations		**3**
CE 201	Workplace Readiness	
EPY 101	Educational, Career, and Personal Development	
MGT 171	Supervision	
MGT 201	Principles of Management	
MGT 212	Leadership and Human Relations	
MGT 235	Organizational Behavior	
PSY 102	Psychology of Personal and Social Adjustment	
MATHEMATICS		**3**
BUS 117	Business Calculations and Methods	
COT 110	Business Machines	
CUL 245	The Business Chef	
ECON 261	Principles of Statistics I	
ECON 262	Principles of Statistics II	
MATH 108	Math for Technicians	
MATH 119	Fundamentals of College Mathematics II	
MATH 120	Fundamentals of College Mathematics	
or MATH 120E	MATH 120 Expanded	
MATH 124	College Algebra	
MATH 126	Pre-Calculus I	
or MATH 126E	Math 126 Expanded	
MATH 127	Pre-Calculus II	
MATH 176	Introductory Calculus for Business and Social Sciences	
MATH 181	Calculus I	
PSY/SOC 210	Introduction to Statistical Methods	
SOC/PSY 210	Introduction to Statistical Methods	
STAT 152	Introduction to Statistics	
SCIENCE		**3**
ANTH 102	Introduction to Physical Anthropology	
ANTH 110L	Physical Anthropology Laboratory	
AST 104	Introductory Astronomy: Stars and Galaxies	
BIOL 100	General Biology for Non-Majors	
BIOL 106	Introduction to Evolution and Adaptation	
BIOL 190A	Introduction to Cell and Molecular Biology	
BIOL 191A	Introduction to Organismal Biology	
CHEM 100	Molecules and Life in the Modern World	
CHEM 121	General Chemistry I	
CHEM 122	General Chemistry II	
ENV 101	Introduction to Environmental Science	
GEOG 103	Physical Geography of Earth's Environment	
GEOG 104	Physical Geography Lab	
GEOG 121	Climate Change: the Science Basis	
GEOL 100	Earthquakes, Volcanoes and Natural Disasters	
GEOL 101	Geology: Exploring Planet Earth	
GEOL 102	Earth and Life Through Time	
GEOL 206	Geology of Geothermal Energy Resources	
MASG 205/ PTR 210	Kinesiology for Massage and Fitness Professionals	
MTT 150	Metallurgy I	
NUTR 121	Human Nutrition	
NUTR 223	Principles of Nutrition	
PHYS 100	Introductory Physics	
PHYS 117	Introduction to Space Science and Engineering	
PHYS 151	General Physics I	
PHYS 152	General Physics II	
PHYS 180 & 180L	Physics for Scientists and Engineers I and Physics for Scientists/Engineers Lab I	
PHYS 181 & 181L	Physics for Scientists and Engineers II and Physics for Scientists/Engineers Lab II	
PTR 210/ MASG 205	Kinesiology for Massage and Fitness Professionals	
SOCIAL SCIENCE		**3**
ANTH 101	Introduction to Cultural Anthropology	

ANTH 201	Peoples and Cultures of the World [1]	
ANTH 202	Archaeology	
ANTH/SOC 205	Ethnic Groups in Contemporary Societies [1]	
CH 201	Ancient and Medieval Cultures	
CH 202	The Modern World	
CH 203	American Experiences and Constitutional Change	
COM 113	Fundamentals of Speech Communications	
ECON 102	Principles of Microeconomics	
ECON 103	Principles of Macroeconomics	
ECON 105	History and Comparison of Economic Systems	
EDU 201	Introduction to Elementary Education	
EDU 202	Introduction to Secondary Education	
EDU 203	Introduction to Special Education [1]	
GEOG 106	Introduction to Cultural Geography	
GEOG 200	World Regional Geography [1]	
HDFS 201	Lifespan Human Development	
HDFS 202	Introduction to Families	
HIST 101	US History to 1877	
HIST 102	U. S. History since 1877	
HIST 105	European Civilization to 1648	
HIST 106	European Civilization since 1648	
HIST 111	Survey of U.S. Constitutional History	
HIST 208	World History I [1]	
HIST 209	World History II [1]	
HIST 217	Nevada History	
JOUR 101	Critical Analysis of Mass Media	
MGT 201	Principles of Management	
MGT 212	Leadership and Human Relations	
PSC 101	Introduction to American Politics	
PSC 211	Introduction to Comparative Politics	
PSC 231	Introduction to International Relations	
PSY 101	General Psychology	
PSY 102	Psychology of Personal and Social Adjustment	
SOC 101	Principles of Sociology	
SOC/ANTH 205	Ethnic Groups in Contemporary Societies	
WMST 101	Introduction to Women's Studies [1]	
WMST 250	Introduction to Feminist Theory [1]	
WMST 255	The American Women's Movement	
Total Units		27

[1] Course also satisfies Diversity

[2] Course also satisfies U.S. and Nevada Constitutions

Additional College Requirements

Code	Title	Units
Computer Science		**3**
IS 101	Introduction to Information Systems	3
CIT 112	Network +	3
CIT 114	IT Essentials	4
HIT 180	Health Information Management	3

Code	Title	Units
Diversity Course List		
AAD/HUM 201	History of the Built Environment	3
ANTH 201	Peoples and Cultures of the World	3
ANTH/SOC 205	Ethnic Groups in Contemporary Societies	3
ANTH 208	Fundamentals of Cultural Diversity	3
ART 263	Survey of African, Oceanic, & Native American Art	3
ART 265	Introduction to Contemporary Art	3
ART 270	Women in Art	3
COM 285	Communication Disabilities and Film	3
DAN 101	Dance Appreciation	3
ECON 105	History and Comparison of Economic Systems	3
EDU 203	Introduction to Special Education	3
ENG 231	World Literature I	3
ENG 232	World Literature II	3
ENG 267	Introduction to Women and Literature	3
ENT 220	International Women's Entrepreneurship	3
GEOG 200	World Regional Geography	3
HDFS 232	Diversity in Children	3
HIST 208	World History I	3
HIST 209	World History II	3
HIST 215	History of Sexuality in the United States	3
HIST 227	Introduction to Latin American History & Culture I	3
HIST 228	Intro to Latin American History and Culture II	3
HIST 289	Introduction to the History of the Middle East	3
HIST 291	Intro to Women's History and Literature in the US	3
HUM/AAD 201	History of the Built Environment	3
HUM 211	Survey of Chinese Culture	3
HUM 214	Survey of Middle East Culture	3
HUM/SPAN 225	A Cultural Perspective: Spain...New Mexico	3
HUM 260	American Indian Literature and Culture	3
LGM 202	International Logistics Management	3
NRES 211	Conservation, Humans and Biodiversity	3
NURS 212	Cultural Aspects of Nursing Care	3
NUTR 253	Cultural Considerations in Nutrition and Health Care	3
PHIL 210	World Religions	3
PHIL 245	Contemporary Moral Issues	3
PSY/SOC 276	Aging in Modern American Society	3
SOC/ANTH 205	Ethnic Groups in Contemporary Societies	3
SOC/PSY 276	Aging in Modern American Society	3
SPAN 221	Iberia and Its Cultures	3
SPAN 222	Hispanic-America and Its Culture	3
SPAN/HUM 225	A Cultural Perspective: Spain...New Mexico	3
THTR 210	Theatre: a Cultural Context	3

WMST 101	Introduction to Women's Studies	3
WMST 250	Introduction to Feminist Theory	3
WMST 255	The American Women's Movement	3

Code	Title	Units
U.S. and Nevada Constitutions Course List		
CH 203	American Experiences and Constitutional Change	3
HIST 111	Survey of U.S. Constitutional History	3
PSC 101	Introduction to American Politics	3
HIST 101 & HIST 102	US History to 1877 and U. S. History since 1877	6
HIST 101 & HIST 217	US History to 1877 and Nevada History	6
HIST 101 & PSC 100	US History to 1877 and Nevada Constitution	4
HIST 101 & PSC 208	US History to 1877 and Survey of State and Local Government	6

COURSES A-Z

Art (ART)

ART 100 - Visual Foundations **Units: 3**
Explores visual forms and contemporary concepts through a variety of media, presentations and discussions. Transfers to UNR/UNLV. Satisfies UNR Fine Arts core curriculum.
Term Offered: All Semesters

ART 101 - Drawing I **Units: 3**
An introductory studio course emphasizing a disciplined foundation in drawing concepts based on visual observations.
Term Offered: All Semesters

ART 102 - Drawing II **Units: 3**
Continued exploration of drawing techniques and concepts.
Enrollment Requirements: Prerequisite: ART 100 and ART 101
Term Offered: Spring

ART 124 - Introduction to Printmaking **Units: 3**
Introduction to printing processes emphasizing relief, intaglio, and screen techniques.
Term Offered: Fall

ART 135 - Darkroom Photography I **Units: 3**
Introduction to photographic techniques and practices through the use of 35mm cameras, black & white film, and darkroom processes including development and printing.
Term Offered: Spring and Fall

ART 141 - Introduction to Digital Photography **Units: 3**
Introduction to photographic techniques. Topics include exposure, camera controls, digital printing, file management. Exploration of creative possibilities and thematic modes of photography; working in series.
Term Offered: Spring and Fall

ART 142 - Introduction to Digital Photography II **Units: 3**
Continued exploration of photography utilizing digital based equipment with an emphasis on cameras (both traditional and digital) and scanning with an emphasis on the creation and manipulation of original images.
Enrollment Requirements: Prerequisite: ART 141.
Term Offered: Spring

ART 160 - Art Appreciation **Units: 3**
This course provides an introduction to the formal elements and principles of design used by artists, the fine arts media, and the history of art.
Term Offered: All Semesters

ART 198 - Special Topics in Art **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Term Offered: AS NEEDED

ART 201 - Life Drawing I **Units: 3**
Exploration of the human figure in pictorial space with emphasis on drawing from a live model and working with gesture, memory and imagination.
Enrollment Requirements: Prerequisite: ART 100, ART 101, and ART 102.
Term Offered: Fall

ART 209 - Introduction to Gallery Practices **Units: 1**
A course in the practices and ethics of operating an art gallery.
Enrollment Requirements: Prerequisite: ART 100 and instructor approval.
Term Offered: Spring and Fall

ART 211 - Ceramics I **Units: 3**
Introduction to basic ceramic processes and techniques including design, hand building, wheel throwing, glazing, and ceramic history as it applies to assigned problems.
Term Offered: All Semesters

ART 212 - Ceramics II **Units: 3**
This studio course builds on knowledge acquired in Ceramics 211. Emphasis is on the Sculptural Form and Surface experimentation, as well as development of personal expression through exploring personal identity. Traditional and nontraditional uses of clay will be explored through the use of mold making and assemblage.
Enrollment Requirements: Prerequisite: ART 211.
Term Offered: All Semesters

ART 216 - Sculpture I **Units: 3**
Introduction to the concepts of three-dimensional composition.
Term Offered: Spring

ART 224 - Beginning Printmaking: Relief **Units: 3**
Introduction to concepts and practices in printing woodcuts, linocuts and assembled relief surfaces.
Enrollment Requirements: Prerequisite: ART 100 or ART 124.

ART 231 - Painting I **Units: 3**
Introduction to concepts of painting including color, form, and composition.
Enrollment Requirements: Prerequisite: ART 101
Term Offered: Spring and Fall

ART 232 - Painting II **Units: 3**
Intermediate course in painting, emphasizing various materials and methods.
Enrollment Requirements: Prerequisite: ART 100 and ART 231
Term Offered: Spring

ART 235 - Photography II - Lighting **Units: 3**
Introduction to artificial lighting techniques and theory; strobe equipment and electronic flashes. Students produce a portfolio of work demonstrating knowledge of these techniques.
Enrollment Requirements: Prerequisite: ART 141.
Term Offered: Spring and Fall

ART 236 - Darkroom Photography II **Units: 3**
Advanced darkroom photography course involving continued explorations of numerous photographic techniques, compositional styles, concepts and critical analysis of photography as a Fine Art.
Enrollment Requirements: Prerequisite: ART 135.
Term Offered: Spring and Fall

ART 245 - Digital Media I **Units: 3**
Introduction to concepts and practices of computer art and related media with an emphasis on contemporary experimental applications.
Enrollment Requirements: reuse

ART 260 - Survey of Art History I **Units: 3**
This course surveys the history of art and architecture from Prehistoric through Gothic. Satisfies UNR Fine Arts core curriculum.
Term Offered: Fall

ART 261 - Survey of Art History II **Units: 3**
This course surveys the history of art from the Renaissance until the 1950s. Satisfies UNR fine arts core curriculum.
Term Offered: Spring

ART 263 - Survey of African, Oceanic, & Native American Art **Units: 3**
This course is a survey of African, Oceanic, and Native American art. Satisfies TMCC Diversity requirement.
Term Offered: Spring

ART 265 - Introduction to Contemporary Art **Units: 3**
Survey of global art since the 1960s with an emphasis on art works' relations to cultural, social, and individual identity. This course will introduce both the (so-called) cannon of Contemporary art and critiques of the cannon through analyses of art works by minority artists traditionally excluded from it.
Term Offered: Fall

ART 270 - Women in Art **Units: 3**
This class examines works of art by women artists and representations of women in art and visual culture from antiquity to the present.
Term Offered: All Semesters

ART 288 - Photography of Art and Artifacts **Units: 1-3**
A course where students will produce digital images of works of art that can be used for promotion and applications for exhibitions or entry to Bachelor of Fine Arts programs. Basic techniques covered include copy stand use, scanning, photographing large two dimensional works and three dimensional works.
Enrollment Requirements: Prerequisite: ART 141
Term Offered: Fall

ART 295 - Special Topics in Art History **Units: 1-3**
The course is an independent study for which students research and write a long paper.
Term Offered: Fall

ART 296 - Independent Study **Units: 2**
A course for advanced students to pursue individual creative work in any of the studio disciplines. Students must submit a written proposal describing projects and meet with tutorial faculty member on a regular basis.
Term Offered: Spring and Fall

ART 297 - Field Study **Units: 1-3**
This course provides an opportunity for students to study art within its cultural and art historical setting by traveling to see works where they are located.
Term Offered: Spring

ART 298 - Portfolio Emphasis **Units: 2**
Participants will develop a portfolio for use in the acquisition of exhibitions, fine art gallery representation, inclusion in the permanent collections of museum/corporations, and/or employment in their respective medium. Class will also cover professional and legal planning strategies and requirements requisite to success in the fine art marketplace.
Enrollment Requirements: Prerequisite: 12 credits in studio art or instructor approval.
Term Offered: Fall

ART 299 - Special Topics in Studio Art **Units: 1-3**
Various topics of special interest in Studio Fine Art will be introduced, studied and accomplished in depth than allowed through the basic beginning and intermediate courses Studio Art mediums. Possible topics include: alternative photographic processes, digital photography, engraving, raku firing, water bath etching, portraiture/lighting techniques in photography, weaving, performance art, view camera, color photography, etc.
Term Offered: All Semesters

Accounting (ACC)

ACC 105 - Taxation for Individuals **Units: 1-3**
Income, expenses, exclusions, deductions and credits. Emphasis on the preparation of individual income tax returns. This course is transferable as an elective to UNR.
Term Offered: Spring

ACC 135 - Bookkeeping I **Units: 3**
An introductory course for those without previous study in bookkeeping or accounting. Includes the purpose and nature of accounting, measuring business income, basic accounting principles covering the accounting cycle from source documents through preparation of financial statements for a service business and a retail firm, banking procedures and payroll procedures. Some assignments will be solved using a computerized general ledger program.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

ACC 136 - Bookkeeping II **Units: 3**
Continuation of ACC 135. Includes accounting principles, assets and equity accounting for external financial reporting. Topics covered include notes receivable and payable, uncollectible accounts, inventory, accounting for plant and equipment, partnerships, corporations, bonds, financial statement analysis and statement of cash flows. Use of computer software for setup of an actual accounting system and for simulated case studies.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: ACC 135.
Term Offered: Spring and Fall

ACC 180 - Payroll and Employee Benefit Accounting **Units: 3**
An introductory course covering the concepts and principles of payroll accounting with practical manual and computer applications. Legal responsibilities of employers and rights of employees are included.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

ACC 201 - Financial Accounting **Units: 3**
Purpose and nature of accounting, measuring business income, accounting principles, assets and equity accounting for external financial reporting.
Enrollment Requirements: Mathematics: Pre- or co-requisite of BUS 117 or MATH 120 or higher or qualifying placement scores; And English: pre-requisite of ENG 100 or pre- or co-requisite of ENG 101 or qualifying placement scores; or permission of the instructor.
Term Offered: Spring and Fall

ACC 202 - Managerial Accounting **Units: 3**
Forms of business organization; cost concepts and decision making; break-even analysis, fixed and variable costs and budgeting for internal reporting.
Enrollment Requirements: Prerequisite: ACC 201.
Term Offered: Spring and Fall

ACC 220 - Microcomputer Accounting Systems **Units: 3**
This course introduces students to integrated accounting software prominently used in business. Topics covered include general ledger, accounts receivable, inventory, fixed assets, accounts payable, long-term liabilities, equity, payroll, bank reconciliation, adjusting and closing entries; creation and analysis of financial statements. This course uses QuickBooks and Microsoft Excel. Transferable as an elective to UNR and UNLV.
Enrollment Requirements: Prerequisite or co-requisite: ACC 136 or ACC 201; or permission of instructor.
Term Offered: Spring

ACC 290 - Certified Bookkeeper Course **Units: 3-6**
Offers skills for working professionals and students who wish to advance their career in the bookkeeping profession. Upon successful completion, students will be able to sit for a national exam administered by the American Institute of Professional Bookkeepers (AIPB). Upon passing this exam and completing two years of bookkeeping experience, individuals earn the right to call themselves 'Certified Bookkeepers.'
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: ACC 135 and ACC 136 -- OR -- ACC 201; and ACC 180
Term Offered: All Semesters

ACC 295 - Work Experience **Units: 1-8**
A course designed wherein students will apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Available to students who have completed all core and major requirements and have a 2.5 GPA. Contact the appropriate chairperson for the application, screening and required skills evaluation. Up to eight semester hour credits may be earned on the basis of 75 hours of internship for one credit. The course may be repeated for up to eight credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

Advanced Medical Imaging (AMI)

AMI 201 - Introduction of MRI, Patient Care, and Safety **Units: 2**
This course covers patient screening procedures, safety issues, and biological considerations, magnetic resonance (MR) terminology, and elementary imaging principles. Also covered is an introduction to patient care in the MR environment, including professional ethics, and patient communications.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Students must be ARRT credentialed, or have an Associate degree in an Allied Health field with permission of the program director.
Term Offered: Fall

AMI 203 - Introduction to Computed Tomography Basics, Instrumentation & Safety **Units: 2**
This course is a study of the history of computed tomography, location and function of CT equipment components, the sequence of physical events from the x-ray tube to the finished CT image. Operator console parameters and their effects on CT image data and digital image elements, patient care, radiation safety and dose will also be discussed.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Current American Registry of Radiologic Technologists (ARRT) Certification Associate Degree or Higher in Radiologic Technology or comparable subject Acceptance into the Computed Tomography Program

AMI 216 - Computed Tomography Procedures I **Units: 3**
This course is an introduction to computed tomography (CT) and will cover general full body scanning procedures and protocols. Associated pathology and a general overview of cross sectional anatomy will be applied per body module.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Current American Registry of Radiologic Technologists (ARRT) Certification Associate Degree or Higher in Radiologic Technology or comparable subject Acceptance into the Computed Tomography Program

AMI 218 - Computed Tomography Physics & Instrumentation I **Units: 3**
This course is a study of computed tomography (CT) physics and instrumentation. The course provides an overview of technology, application, and practice that is unique to the computed tomography profession.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Current American Registry of Radiologic Technologists (ARRT) Certification Associate Degree or Higher in Radiologic Technology or comparable subject Acceptance into the Computed Tomography Program

AMI 226 - Computed Tomography Procedures II **Units: 3**
This course is an introduction to complex computed tomography (CT) procedures and protocols. Associated pathology and a general overview of cross sectional anatomy will be applied per body module.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Current American Registry of Radiologic Technologists (ARRT) Certification Associate Degree or Higher in Radiologic Technology or comparable subject Acceptance into the Computed Tomography Program

AMI 228 - Computed Tomography Physics & Instrumentation II **Units: 3**
This course is a study of the role of the technologist in dealing with radiation safety, contrast media administration, and emergency procedures during CT examinations. Image quality artifacts are also discussed along with quality control (QC) tests and QC programs for CT.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Current American Registry of Radiologic Technologists (ARRT) Certification Associate Degree or Higher in Radiologic Technology or comparable subject Acceptance into the Computed Tomography Program

AMI 236 - Cross-Sectional Anatomy and Pathology for Imaging Professionals **Units: 3**
This course is a study of the human anatomy as viewed using cross-sectional images. This class is also used in imaging modalities like magnetic resonance imaging (MRI), computed tomography (CT), and ultra sound (US).
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Students must be ARRT credentialed, or have an Associate degree in an Allied Health field with permission of the program director.
Term Offered: Fall

AMI 238 - Physics, Instrumentation, and Imaging for MRI **Units: 3**
This course is an introduction and exploration of MRI physics, instrumentation, and application.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Students must be ARRT credentialed, or have an Associate degree in an Allied Health field with permission of the program director.
Term Offered: Fall

AMI 246 - MRI Procedures of the Central Nervous System **Units: 3**
This course is an exploration of the magnetic resonance imaging techniques of the Central Nervous System - head, neck and spine to include patient positioning, protocols, pulse sequences, and pathology.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Students must be ARRT credentialed, or have an Associate degree in an Allied Health field with permission of the program director.
Term Offered: Fall

AMI 248 - Advanced MR Techniques and Post Processing **Units: 3**
This course explores advanced imaging techniques and new technologies in magnetic resonance imaging (MRI).
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AMI 201, AMI 236, AMI 238, and AMI 246 completed with a C or better.
Term Offered: Spring

AMI 256 - MRI Procedures of the Torso and Limbs **Units: 3**
This course is an exploration of the magnetic resonance imaging techniques of the Torso and Limbs - abdomen, pelvis, and musculoskeletal system to include patient positioning, protocols, pulse sequences, and pathology.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AMI 201, AMI 236, AMI 238, and AMI 246 completed with a C or better.
Term Offered: Spring

AMI 259 - Seminar in Computed Tomography **Units: 1**
This course is focused on the preparing the student to sit for the ARRT Computed Tomography (CT) exam.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Current American Registry of Radiologic Technologists (ARRT) Certification Associate Degree or Higher in Radiologic Technology or comparable subject Acceptance into the Computed Tomography Program

AMI 290 - Internship in Advanced Medical Imaging **Units: 1-3**
A course designed wherein students will apply knowledge to real life situations in cooperation with the clinical education site and a faculty advisor to maximize learning experiences. A planned clinical experience is provided which gives the student the opportunity to demonstrate clinical skills in performing competency examinations in accordance to ARRT specifications in advanced modalities such as MRI, CT, Mammography, CVI, etc. These skills should include analysis, synthesis and evaluation of the examinations performed. Competency evaluations are based on ARRT standards for the specific modality in which the student is applying for advanced certification.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Students must be ARRT credentialed, or have an Associate degree in an Allied Health field with permission of the program director.
Term Offered: Spring and Fall

Air Conditioning (AC)

AC 102 - Refrigeration Theory **Units: 3**
An introductory course to present the fundamental principles of mechanical refrigeration. The course is designed for persons interested in pursuing a career in servicing, repairing and/or installing refrigeration and air conditioning equipment as well as building maintenance persons. Topics covered: basic physics, thermodynamics, the basic refrigeration cycle and common components used in mechanical refrigeration. This course is a prerequisite for all other courses in the Refrigeration and Air Conditioning and Building Maintenance core.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

AC 106 - Residential Gas Heating **Units: 6**
Application of principles and skills in the troubleshooting, repair and maintenance of air conditioning, heating and ventilation equipment. Topics covered are the refrigeration cycle, gas furnace, oil furnaces, heat pump, chilled water systems, hot water systems and cooling. The student must complete all content for the following 12 areas in order to meet degree or certificate requirements. This course satisfies 10 hours of instruction toward completing the embedded Mathematics curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. This course satisfies 10 hours of instruction toward completing the embedded Human Relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. 1. Sequence of Operation Gas Furnace 2. Thermostat Operation and setting 3. Low Voltage Wiring practice 4. Furnace Controls Identification 5. Furnace Operation 80% and 90% 6. Furnace Troubleshooting 7. Air Conditioning Operation 8. Air Conditioning Controls and Safety's 9. Air Conditioning Evacuation and Charging 10. Package Units Operation, Identification, and Location 11. Package Unit Controls 12. Troubleshooting.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AC 102 and AC 107.
Term Offered: Spring and Fall

AC 107 - Electrical and Controls for HVAC **Units: 6**
This course will familiarize students with electrical applications and controls used in HVAC/R. Topics include basic electricity, wiring, schematics and controls found in heating, ventilation, air conditioning and refrigeration. This course satisfies 5 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. This course satisfies 10 hours of instruction toward completing the embedded Math curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. The Student must complete all content for the following 12 areas in order to meet degree or certificate requirements. 1. Electrical Safety 2. Basic Concepts of Electricity 3. Introduction to the Training System 4. Switches 5. Voltage, Current, and Measuring Instruments 6. Resistance and Ohm's Law 7. Solving Series Circuits and Kirchhoff's Voltage Law 8. Solving Parallel and Mix Circuits 9. Capacitors and Electromagnetism and Inductors 10. Transformers, Relays, and Contactors 11. Electrical Distribution 12. Troubleshooting Methods.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

AC 108 - Motors for HVACR **Units: 3**
This is an introductory course into ECM (Electronically Commutated Motors) motors and their applications in HVACR (heating, ventilation, air conditioning and refrigeration). The course will provide an overview of ECM efficiency, basic ECM technology, proper installation, diagnostics, and replacement of variable speed motors found in the HVACR industry.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AC 107

AC 111 - Heat Pumps **Units: 3**
An introductory course in the principles of mechanical refrigeration found in heat pumps. Students will learn fundamentals in servicing, repairing and/or installation of refrigeration and air conditioning equipment. Topics include basic physics, thermodynamics, the refrigeration cycle and common components used in heat pump systems.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

AC 113 - Schematic Reading for HVAC/R **Units: 3**
Application of principles and skills in reading schematics seen in HVAC/R. Followed by the operation of air conditioning, heading and Refrigeration equipment. Topics covered are the cooling cycle, gas furnaces, Ice-Machines and Refrigeration systems both residential and commercial. The students must complete all content for the following 6 areas in order to meet degree or certificate requirements. 1. Ladder Schematics 2. Combination Ladder and Pictorial 3. Wire to Wire Components and Sequence of Operation 4. Symbols and Power Identification 5. Wiring Location Exercise 6. Troubleshooting Schematic.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

AC 121 - Sheet Metal I **Units: 3**
This course will allow the student to understand the concepts of basic drawing, drawing equipment, and practical geometry. The use of the drawing equipment will further the student's ability to produce actual sheet metal work by using practical geometry and practical pattern drafting. This course satisfies 15 hours of instruction toward completing the embedded Mathematics curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. This course satisfies 5 hours of instruction toward completing the embedded Human Relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring

AC 150 - Basic Refrigeration Servicing **Units: 6**
This course is designed for persons interested in entering the refrigeration service, installation or building maintenance fields. This course is oriented toward development of basic skills required in troubleshooting, repair and maintenance of refrigeration systems. Topics covered are soldering, silver soldering, service and troubleshooting tools and systems construction. This course satisfies 5 hours of instruction toward completing the embedded Human Relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. This course satisfies 10 hours of instruction toward completing the embedded Mathematics curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AC 102 and AC 107
Term Offered: Spring and Fall

AC 198 - Special Topics in HVAC **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

AC 200 - Commercial Refrigeration I **Units: 6**
Application of basic principles and skills in the troubleshooting, repair and installation of commercial refrigeration equipment and built-up systems. Topics covered are consistent with up-to-date designs and practices as applied in the supermarket, convenience store, bar and restaurant and fast food areas of the commercial refrigeration market. This course satisfies 10 hours of instruction toward completing the embedded Mathematics curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AC 150 or approval of instructor.
Term Offered: Spring

AC 201 - HVAC Automatic Controls **Units: 3**
This course will familiarize the student with commercial HVAC systems. Including but not limited to design considerations, installation, system types, and system operation. Commercial building will be introduced with the emphasis of building system management. This is the first class of a 3 part series that will allow students to gain the knowledge needed to comprehend commercial HVAC.
Transferability: May not transfer towards an NSHE bachelor's degree

AC 204 - Cooling Tower Systems- Operation and Maintenance **Units: 3**
This course is designed to provide students with the basic knowledge of Cooling Towers. Topics covered in this course are geared around Cooling Water Treatment and Maintenance. The course is intended for those who are working in or with systems that are using water that aids in rejecting heat loads found in compression systems.
Transferability: May not transfer towards an NSHE bachelor's degree

AC 205 - Commercial HVAC 2 **Units: 3**
Course is designed to familiarize advanced students and others now working in the H.V.A.C. industry with the various control systems used in large H.V.A.C. systems. Subjects to be covered include pneumatic control systems and components, electronic control systems, interfacing of pneumatic and electronic controls, energy management systems, etc., with emphasis on operation, maintenance and troubleshooting.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: AC 201 Automatic Controls

AC 206 - Commercial HVAC Systems 3 **Units: 3**
This course will familiarize the student with navigating the WebCTRL interface, ALC system architectures, alarms, trends, reports, logic programs, and graphics.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisites: AC 201 HVAC Automatic Controls & AC 205 Commercial HVAC Systems 2

AC 210 - Boiler Operation and Maintenance **Units: 3**
Subjects to be covered include operation, safety, water treatment, control devices used with hot water boilers, low pressure boilers and power boiler systems.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring

AC 220 - Chiller Operations and Maintenance **Units: 5**
This course prepares students for all necessary operations and prevention maintenance procedures for employment in central plant operations for high and low pressure chillers. Subjects to include: operations, safety, controls, pumps, maintenance, purge units and cooling towers.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: AC 107 Electrical and Controls for HVAC

AC 295 - Internship HVAC Career **Units: 1-16**
A course designed wherein students will apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Available to students who have completed all core and major requirements and have a 2.5 GPA. Contact the appropriate chairperson for an application, screening and required skills evaluation. Up to 16 semester hour credits may be earned on the basis of 75 hours of internship for one credit. May be repeated for up to 16 credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring

American Sign Language (AM)

AM 145 - American Sign Language I **Units: 3-4**
This course is designed to introduce American Sign Language, a visual-expressive language used by the Deaf community in the United States, and to focus on the development of basic conversational skills, emphasizing receptive and expressive abilities.
Term Offered: Summer and Fall

AM 146 - American Sign Language II **Units: 4**
This course continues to stress the development of basic conversational skills with emphasis on expanding vocabulary and expressive skills.
Enrollment Requirements: Prerequisite: AM 145.
Term Offered: Spring and Summer

AM 147 - American Sign Language III **Units: 3**
This course promotes the shifting from comprehension to production of American Sign Language (ASL) with the main emphasis of bringing fluency to a point of self-generated ASL.
Enrollment Requirements: Prerequisite: AM 146.
Term Offered: Fall

AM 148 - American Sign Language IV **Units: 3**
This course encourages the student to expand command of disclosure in American Sign Language on various everyday topics (leading to fluency).
Enrollment Requirements: Prerequisite: AM 147.
Term Offered: Spring

Anthropology (ANTH)

ANTH 101 - Introduction to Cultural Anthropology **Units: 3**
Analysis of the nature of culture, its universal aspects and range of variations revealed by human history and world ethnography. Satisfies UNR Social Science core curriculum.
Term Offered: Spring and Fall

ANTH 102 - Introduction to Physical Anthropology **Units: 3**
Biological and evolutionary origins of humans, with consideration of population genetics, living primates, fossil records and human variation. Includes eight laboratory experiences. Satisfies UNR science core curriculum.
Enrollment Requirements: Corequisite: ANTH 110L.
Term Offered: Spring and Fall

ANTH 110L - Physical Anthropology Laboratory **Units: 1**
Practical experience in aspects of physical anthropology: the mechanisms of inheritance, osteology and forensic science, comparative anatomy and human evolution, the processes of human growth and aging, and aspects of modern human variability. Includes eight laboratory experiences. Satisfies UNR and UNLV core requirements for a laboratory science course.
Enrollment Requirements: Corequisite: ANTH 102.
Term Offered: Spring and Fall

ANTH 198 - Selected Topics **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.

ANTH 201 - Peoples and Cultures of the World **Units: 3**
Comparative survey of selected societies from throughout the world. Emphasis on the impact of global developments on traditional societies. Satisfies UNR social science or diversity core curriculum.
Term Offered: Spring and Fall

ANTH 202 - Archaeology **Units: 3**
An examination of the research goals, theoretical foundations and methods of anthropological archaeology. Examples are drawn from notable archaeological sites worldwide.
Term Offered: Spring and Fall

ANTH 205 - Ethnic Groups in Contemporary Societies **Units: 3**
Ethnic relations in the United States and other societies where cultural and `racial` pluralism illustrates problems and processes of social interaction. Same as SOC 205.
Term Offered: Spring and Fall

ANTH 208 - Fundamentals of Cultural Diversity **Units: 3**
This course explores the roles of culture in structuring the individual's self-identity, learning styles and sense of reality. The range of diversity in human socio-cultural institutions will be examined in terms of the role of prejudice, stereotyping and compatibility in education, the workplace and other environments. An emphasis will be placed on providing the skills necessary to work and live together regardless of ethnic, religious, race, gender, age and other cultural affiliations.
Term Offered: Spring and Fall

ANTH 225 - Archaeological Field Methods: Survey **Units: 3**
This course provides the student with introductory training in basic archaeological field survey techniques.
Enrollment Requirements: Prerequisite: ANTH 202 or permission of instructor.
Term Offered: AS NEEDED

ANTH 226 - Archaeological Field Methods: Excavation **Units: 3**
This course provides the student with introductory training in basic archaeological field excavation techniques.
Enrollment Requirements: Prerequisite: ANTH 202 or permission of instructor.
Term Offered: AS NEEDED

ANTH 227 - Foundations of Archaeological Lab Methods **Units: 3**
Basic hands-on introduction to archaeological lab methods which may include some or all of the following: inventory, processing, cataloging artifacts and preparing them for analysis and curation.
Enrollment Requirements: Prerequisite: ANTH 202 or permission of instructor.
Term Offered: AS NEEDED

ANTH 281 - Introduction to Language **Units: 3**
Nature and function of language, including an introduction to the linguistics subsystems of modern English and the development of the English language. Same as ENG 281.
Term Offered: Spring and Fall

ANTH 290 - Internship in Anthropology **Units: 1-3**
Supervised Para-professional work experience in one or more areas of anthropology under guidance of a professional anthropologist or related professional. Student will apply knowledge and skills to real on-the-job situations designed by a faculty advisor and an official from a public agency, academic institution or business.
Enrollment Requirements: Prerequisite: Student must have 30 credits of completed coursework prior to enrollment in ANTH 290. Student must have a minimum GPA of 2.5. Student must have permission of faculty member and internship coordinator.
Term Offered: AS NEEDED

Architecture and Design (AAD)

AAD 100 - Introduction to Architectural Design **Units: 3**
This is a survey course of the profession of design. Covered in this course is a discussion of the fields of Architecture, Landscape Architecture and Planning. Other design fields may be discussed as they relate to these professions. Topics may include types of firms and their specialties, what it takes to become a licensed practitioner for whom a design professional might work, salaries that might be achieved and the professional associations to which a design professional might belong.
Term Offered: Spring and Fall

AAD 101 - Design with Nature **Units: 3**
Introduces the concepts of natural systems and their influence on human activity and the living environment. Reviews the historical context and cultural adaptations and introduces the basic management and use of the natural systems. Reviews natural, biological, cultural and design management philosophies.
Term Offered: Fall

AAD 125 - Construction Drawings and Detailing **Units: 3**
Analysis of assembling and detailing for construction in the field of architecture and landscape architecture. Techniques for the production of construction details will be discussed and demonstrated. Visits to construction sites and professional offices.
Term Offered: Spring and Fall

AAD 180 - Design Foundation I **Units: 3**
Investigation of the elements, principles and theories of design in three dimensions. Emphasis placed upon principles of organization, principles of visual and geometric logic, design methodology and color theory. Completion of this course satisfies 25 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Enrollment Requirements: Corequisite: AAD 181.
Term Offered: Spring and Fall

AAD 181 - Design Foundation I Discussion **Units: 3**
Discussion of the elements, principles and theories of design in three dimensions. Emphasis placed upon principles of organization, principles of visual and geometric logic, design methodology and color theory. Completion of this course satisfies 20 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A..
Enrollment Requirements: Corequisite: AAD 180.
Term Offered: Spring and Fall

AAD 182 - Fundamentals of Design II **Units: 3**
Design is the main focus of this class. The students will create order among visual elements. Each student will be challenged with a series of design problems that will advance their skills in spatial sequencing and design methodologies.
Enrollment Requirements: Prerequisite: AAD 180 and AAD 181. Corequisite: AAD 183.
Term Offered: Spring

AAD 183 - Fundamentals of Design Discussion II **Units: 3**
Design theories and principles will be researched, analyzed and applied to either site specific projects or with the actual construction of full scale forms.
Enrollment Requirements: Prerequisite: AAD 180 and AAD 181. Corequisite: AAD 182.
Term Offered: Spring

AAD 198 - Special Topics in AAD **Units: 0.5-6**
This course will explore the study of special relevant topics in the profession of design. This course includes discussion of the fields of Architecture, Landscape Architecture, or Sustainable Planning and other related design professions. Topics may include, type of education and skills necessary, the specialties of each profession, what it takes to become a licensed practitioner, and might be seen as the future of these professions.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AAD 100.
Term Offered: AS NEEDED

AAD 201 - History of the Built Environment **Units: 3**
This course will review the built form of architecture and urban design from various cultures and civilizations throughout history. Specific periods of study include the Ancient World, the Medieval Period, the Renaissance and Modern Times. Historical events along with developments in architecture of non-western civilizations that have shaped philosophies, cultures and civilizations will also be discussed. Same as course as HUM 201. Satisfies TMCC Diversity requirement.
Enrollment Requirements: Prerequisite: ENG 96 or equivalent placement score.
Term Offered: Spring and Fall

AAD 202 - Analysis of the Built Environment **Units: 3**
This course will discuss the history of architecture and city design in western and non-western civilization. The time periods to be covered will be from classical Greek, Hellenistic and Roman, through the Romanesque period, including the events and architecture of non-western civilizations happening within the same time frame. The influences that the architecture and design philosophies have had on the shaping of civilization will also be discussed. What civilization reflects through its architecture during these periods will be examined.
Term Offered: Spring

AAD 223 - Graphic Software for Arch, Const, Dsgnr, Planners **Units: 3**
Application of graphic software packages for presentation techniques. Emphasis will be placed upon the preparation of materials for a portfolio.
Enrollment Requirements: Prerequisite: AAD 180 and AAD 181. Corequisite: AAD 280.
Term Offered: Fall

AAD 230 - Design with Climate **Units: 3**
This course will prepare the student with the basic knowledge in the following areas of solar design history, solar procession, climatological data for Reno and northern Nevada, energy reflection, transmission and absorption, heat transfer, heat storage, types of collector systems and their sizing as it relates to architecture.
Term Offered: Spring

AAD 265 - Computer Applications in Architecture I **Units: 3**
Advanced work in computer-aided drafting and design. Includes development of speed, three dimensional visualization, and the understanding of contemporary digital software used in the professional office environment.
Enrollment Requirements: Prerequisite: Instructor permission required
Term Offered: Spring

AAD 280 - Fundamentals of Architecture Design I **Units: 3**
This course explores the elements, principles, and theories of design as applied to projects in various media. It emphasizes integration of design principles with the properties of wood, concrete, steel, glass, masonry and other construction materials. Consideration of environmental and climatic conditions and determinants is also discussed.
Enrollment Requirements: Prerequisite: AAD 180 and AAD 181. Corequisite: AAD 223.
Term Offered: Fall

AAD 282 - Fundamentals of Architecture Design II **Units: 3**
Discussion of the elements, principles and theories of design. Emphasis is placed upon integration of design principles to urban landscapes, buildings, interiors, furnishings and environmental graphic applications.
Enrollment Requirements: Prerequisite: Instructor permission required.
Term Offered: Spring

Architectural Design Tech (ADT)

ADT 105 - Architectural Drafting I **Units: 5**
Basic techniques of architectural drafting. Use of drafting room equipment. Emphasizes residential buildings and leads to completion of a full set of professional level working drawings. Four hours lecture and three hours lab.
Term Offered: Spring and Fall

ADT 120 - Introduction to LEED and Sustainable Building **Units: 3**
This course will survey the Leadership in Energy and Environmental Design (LEED) construction methods, techniques, materials and associated points system. Discussions will include Green building and how they increase productivity, improve health, conserve the Earth's resources, and cost less to operate and maintain than standard construction types. Other areas to be discussed will include Sustainable Sites; Water Efficiency; Energy and Atmosphere; Materials and Resources; Indoor Environmental Quality; and Innovation and Design Process. Case studies will be examined and used to identify the specific construction methods, point accumulation and how it assists in conservation.
Term Offered: Spring and Fall

ADT 198 - Special Topics in ADT **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be variable credit of one-half to six depending on the class content and number of hours required. The course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree

ADT 230 - Mechanical and Electrical Equip for Buildings **Units: 3**
Basic design computations and drafting concepts used in selection and layout of mechanical and electrical systems for buildings. Two hours lecture and three hour lab.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: ADT 105 or AAD 125.
Term Offered: Fall

ADT 245 - Statics and Strength of Materials **Units: 3**
This course provides students an introduction to the fundamental study of statics or external forces upon rigid bodies and how the internal strength of materials or stresses within a structural member react to various load conditions and applications. Students will study vector resultants, calculate equilibrium of forces, design truss solutions, analyze material stresses and strains and cover advanced topics including load tracing, deflection and calculating moment and shear force diagrams.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MATH 108 or higher or qualifying Accuplacer.
Term Offered: Spring

ADT 290 - Intern in Arch Design Technology **Units: 1-8**
A course designed wherein students will apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Available to students who have completed all core and major requirements and have a 2.5 GPA. Contact the appropriate chairperson for an application, screening and required skills evaluation. Up to eight semester hour credits may be earned on the basis of 75 hours of internship for one credit. The course be repeated for up to eight credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AAD 100.
Term Offered: AS NEEDED

Astronomy (AST)

AST 104 - Introductory Astronomy: Stars and Galaxies **Units: 3**
An introductory astronomy course covering the cosmic perspective, visual astronomy, gravity, electromagnetic radiation, star properties and life cycles, star death and stellar remnants, galactic systems, exoplanets, the search for life in the universe, and Big Bang cosmology. Includes four required laboratory experiences. Satisfies UNR Science core curriculum requirements. Transfers to UNR as AST 110.
Enrollment Requirements: Prerequisite: MATH 120 or equivalent or qualifying ACCUPLACER, ACT/SAT test result.
Term Offered: Spring and Fall

AST 198 - Special Topics in Astronomy **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Term Offered: AS NEEDED

Automotive (AUTO)

AUTO 101 - Introduction to General Mechanics **Units: 4**
An introductory course describing the principles of operation, design, construction and maintenance of automobiles. Activities include shop safety emphasis, use of service manuals, use of tools and fasteners, general maintenance of cooling systems, lubricating systems; an overview and demonstration of electrical, fuel and ignition systems; an overview and explanation of chassis, steering, suspension and brake systems. Human relations, leadership and work ethics related to the automotive industry will also be covered.
Transferability: May not transfer towards an NSHE bachelor's degree

AUTO 111 - Automotive Electricity **Units: 4**
Foundation course in concepts and theories of light-duty vehicle electrical circuits and components. Emphasis is placed on application of principles to operate electrical meters, scope meters, and other electrical test equipment. Schematic wiring diagrams will be used to interpret circuit operation and formulate diagnostic procedures. This course satisfies 20 hours of instruction toward completing the embedded math curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AUTO 101 or DT 101 or DT 250. AUTO 101 may be taken as a co-requisite.

AUTO 112 - Automotive Electricity II **Units: 4**
Building on prior training, AUTO 112 examines the fundamental operation and testing of electronic devices and components. Operation and diagnostic methods for testing and repair of the battery, charging systems, and starting systems.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Co-requisite/Prerequisite: AUTO 111 or instructor permission. Course may be taken concurrently with AUTO 111.

AUTO 136 - Engine Repair **Units: 5**
This course introduces the theory and operation of internal combustion engines and related sub-systems used in light duty vehicles. Different types of light duty engines will be disassembled; parts will be identified and inspected. The engine will be reassembled to manufacturer's specification. This course satisfies 5 hours of instruction toward completing the embedded math curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. This course satisfies 20 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AUTO 101 or instructor permission.

AUTO 145 - Automotive Brakes **Units: 5**
This course introduces the theory and design requirements for brake systems used on automotive and light truck application. Emphasis is placed on mechanical, hydraulic and vacuum system operations. Students will be introduced to principles of hands-on skills for service and repair of brake systems. Student will be introduced to principles of operation and repair of anti-lock brake systems. This course satisfies 5 hours of instruction toward completing the embedded math curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. This course satisfies 10 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AUTO 101 or instructor permission.

AUTO 150 - Steering and Suspension Systems **Units: 5**
This course introduces theory and practical application of operation, diagnosis, and hands-on skills to maintain and repair light duty vehicle steering and suspension systems. Emphasis will be placed on front wheel and rear wheel vehicles, four wheel drive, and all wheel drive vehicles. Students will be introduced to wheel alignment strategies and alignment procedures. Tire and wheel maintenance will be included. This course satisfies 5 hours of instruction toward completing the embedded math curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. This course satisfies 5 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AUTO 101 or instructor permission.

AUTO 165 - Auto Heating and Air Conditioning **Units: 5**
This course introduces students to theory, diagnosis, and hands-on skills to service and repair light duty vehicle climate control and air conditioning systems. Presented in this course are operation of air distribution systems, refrigeration system and computer controlled systems. Students will be introduced to safe handling of refrigerant, recovery/recycling, and recharge of the refrigerant system. Students may apply for the ASE recovery and recycle license during class.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AUTO 111 or instructor permission.

AUTO 185 - Introduction to Alternative Fueled Vehicles **Units: 3**
This course will familiarize students with the alternative fuels movement and the laws, regulations and programs affecting alternative fuels. The design and operation of alternative gaseous, liquid, bio-fuels, hydrogen, hybrid, electric vehicles and emerging technologies will be covered.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AUTO 227 or instructor permission.

AUTO 198 - Special Topics in Auto **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. This course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree

AUTO 200 - History of the Automobile **Units: 3**
This is an introductory course providing information and instruction on automobiles and their connection to society and purpose through history. Attention will also be given to women and minority populations and their contribution or connection to the industry, and how the automobile industry controlled their access and the benefits that the freedom of transportation provides. Emphasis will be from the invention of the motor wagon through the 1970's.

AUTO 205 - Manual Drive Trains and Axles **Units: 4**
This course covers theory and operation of the automotive and light truck manual drive trains and axles. Emphasis is placed on the manual transmissions, clutches, transfer cases and drive axles. Components will be checked for wear or failed parts. The drive train components will be reassembled to manufactures specifications.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AUTO 101 or instructor permission.

AUTO 216 - Automatic Transmissions **Units: 5**
Study of theory and fundamental principles of automotive and light truck automatic transmissions and transaxles. Emphasis is placed on the mechanical, hydraulic, and electrical control systems of the transmission. Student will be introduced to service operations and hands-on skills needed for repair and overhaul of a variety of transmissions.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AUTO 101 or instructor permission.

AUTO 225 - Engine Performance I **Units: 4**
Foundation course for engine performance concerns, testing, and repair. Study of operation and relationships of basic mechanical engine components, ignition system, and fuel delivery systems. Develop hands-on skills while testing and repair using specialized test equipment. This course satisfies 5 hours of instruction toward completing the embedded math curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. This course satisfies 5 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AUTO 111 or instructor permission.

AUTO 227 - Engine Performance II **Units: 4**
Building on prior training, AUTO 227 introduces the student to computerized fuel injection control sensors and components. Presented in this course are OBD 11 strategies, emission systems, and hands-on diagnostic skills for engine performance concerns. Use of wiring diagrams, specialized test equipment, and advanced problem-solving techniques will be used for repair or failed system or component. This course satisfies 5 hours of instruction toward completing the embedded math curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. This course satisfies 5 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Co-requisite/Prerequisite: AUTO 225.

AUTO 235 - Engine Performance III **Units: 4**
Integrates all previous engine performance course content in a systematic approach to isolate drivability concerns. Formulate repair strategies for complex powertrain CAN/BUS control systems. Students will be introduced to hybrid vehicle propulsion systems and service procedures. Successful students will be prepared to take ASE A-8 and L-1 exams.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Co-requisite/Prerequisite: AUTO 227 and AUTO 265.

AUTO 265 - Electrical/Electronic Systems III **Units: 4**
Advanced course in trouble-shooting, diagnosis and problem solving for computer based body and chassis electrical/electronic systems. Employ the use of appropriate specialized test equipment and advance strategies to identify system or component failures. Successful students will be prepared to take ASE A-6 exam.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AUTO 112 or instructor permission.

AUTO 285 - Hybrid Vehicle Service Techniques **Units: 4**
This course will cover safety procedures, design, operation, diagnosis and repair of all classification of hybrid electric vehicles and full electric vehicles.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AUTO 185 or instructor permission.

AUTO 290 - Internship in Automotive Level I **Units: 1-6**
The purpose of this course is to provide Automotive Industry Technicians with the opportunity to supplement course work with practical work experience related to the student's first three semesters of classroom and lab experiences. The course is an extension to and application of the classroom training through work experience under immediate supervision of experienced personnel at the industry work site. A qualified faculty member directly supervises the student's internship experience by working closely with the student and the employer through telephone contact, site visitations, student reports and reports from the student's supervisor. Credit is awarded (at a rate of 75 hours of work per credit) for the accomplishment of individualized specific occupational learning objectives written by the employer, student, and faculty member; maintenance of time sheets; and final project. Student grades will be assigned as a cooperative effort between the faculty member and the job supervisor.

Aviation (AV)

AV 110 - Basic Ground School for Pilots **Units: 3-6**
A study of aviation fundamentals including principles of flight, aircraft and engine operations, weather, navigation, and radio communications as required by the Federal Aviation Administration (FAA) regulations. Topics will include general service, maintenance, and safety practices.
Transferability: May not transfer towards an NSHE bachelor's degree

AV 199 - Special Topics in Aviation **Units: 1-6**
Various short courses and experimental classes covering a variety of subjects related to the aviation industry. The course will be a variable of 1 to six credits depending on the course content and number of hours required.
Transferability: May not transfer towards an NSHE bachelor's degree

AV 210 - Instrument Ground School (Airplane) **Units: 3**
This course provides in-depth study of the purpose, use and operation of flight instruments in airport departures, en route navigation, approaches and other aspects of instrument flight. The course will prepare the students to qualify as an instrument rated pilot.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: AV 110.

Biology (BIOL)

BIOL 100 - General Biology for Non-Majors **Units: 3**
An introductory course emphasizing the processes of science and the fundamentals of biology. Includes a basic introduction to molecules, cells and metabolism, the flow of genetic information, evolutionary theory, and ecological processes. Connects life science concepts to the understanding of everyday concerns such as human health. Designed for the non-science major and meets UNR core curriculum science requirement; cannot be used for credit toward biology major. Three lecture hours per week and four laboratory experiences throughout the semester.
Term Offered: ALLSEM&W

BIOL 105 - Introduction to Neuroscience **Units: 3**
This course will provide a framework for understanding the fundamental, biological processes that are involved in human behavior and cognition. Topics surveyed will introduce basic principles of neuroscience, including: the divisions of the human nervous system, the cells of the nervous system and neural function. In addition, students will engage in discussion of how brain function supports higher-order cognitive processes and how behavior and cognition are impacted by neurological diseases. Same as PSY 105.
Term Offered: Spring and Fall

BIOL 106 - Introduction to Evolution and Adaptation **Units: 3**
An introductory course examining evolution and adaptation in organisms. Includes a review of history of the scientific process, Darwinian and Neo-Darwinian evolution, introduction to genetic variation, natural and artificial selection, theories on the origin of life, human evolution and genetically modified organisms (GMOs). Three hours of lecture per week and four labs per semester.
Term Offered: Spring and Fall

BIOL 110 - Biology for Elementary/Middle Level Education **Units: 3**
An introductory course emphasizing major concepts and pedagogical techniques in the field of biology. The course is designed for prospective teachers. It incorporates scientific methodology and content knowledge into hands-on investigation that may be used at the elementary and middle school levels. Transfers as 3 credits to UNR and meets TMCC and UNR requirements for AA and BS degrees in Elementary Education. Two hours of lecture and three hours of laboratory per week.
Term Offered: AS NEEDED

BIOL 112 - Introduction to Animal Behavior **Units: 3**
An introduction to invertebrate and vertebrate animal behavior. Topics include its description, role, genetic and evolutionary basis, physiological mechanisms, learning, communication, aggression, sexual reproduction, parental investment, mating systems, and methods of study. Laboratory exercises will focus on improving observational skills both in the lab and in the field. Designed as a general education, non-majors course. Three hours of lecture per week and four labs per semester.

BIOL 113 - Life in the Ocean **Units: 3**
A survey of marine environments and their biotic communities with an emphasis on the natural history of marine organisms. This course is designed for non-science majors or anyone with a general interest in marine biology. Includes hands-on activities to be completed at home and virtual laboratory experiences online, including several virtual dissections. Satisfies the general education requirement in natural sciences and is transferable to UNLV as a general education course in the natural sciences.
Term Offered: ALLSEM&W

BIOL 188 - Foundations in Scientific Literacy **Units: 1**
This course is designed to help prepare students for the first introductory majors Biology course, BIOL 190, by reviewing basic mathematics and introducing the scientific method, basic chemistry, fundamental concepts, laboratory techniques, and study skills used in the biological sciences. The class consists of 16.5 lecture hours and six hours of lab per semester. *
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

BIOL 190A - Introduction to Cell and Molecular Biology **Units: 3**
An introductory cell and molecular biology course covering basics of inorganic chemistry, water, pH, biological macromolecules, cell structure, membrane physiology, cell signaling, metabolism, cell division, heredity, gene expression, and gene regulation. Both BIOL 190A & BIOL 190L are prerequisites for the following biology courses: BIOL 191A, BIOL 191L, BIOL 201, and BIOL 251. BIOL 190L can be taken as a pre or co-requisite for BIOL 223. BIOL 190A is a prerequisite for BIOL 223.
Enrollment Requirements: MATH 120 or higher as a prerequisite OR MATH 126 or higher as a corequisite AND ENG 101 or 113 as a prerequisite or corequisite; OR qualifying Accuplacer, SAT or ACT scores for these courses. MATH 126 or higher is recommended for AS degrees.
Term Offered: All Semesters

BIOL 190L - Introduction to Cell and Molecular Biology Laboratory **Units: 1**
An introductory laboratory course focusing on scientific inquiry and investigation of cell and molecular biology principles, use of laboratory equipment, and metric system measurements and conversions. Both BIOL 190A & BIOL 190L are prerequisites for the following biology courses: BIOL 191A, BIOL 191L, and BIOL 251. BIOL 190L can be taken as a prerequisite or co-requisite for BIOL 223. It is highly recommended that BIOL 190A be taken with or before BIOL 190L.
Enrollment Requirements: MATH 120 or higher as a prerequisite OR MATH 126 or higher as a corequisite AND ENG 101 or 113 as a prerequisite or corequisite; OR qualifying Accuplacer, SAT or ACT scores for these courses. MATH 126 or higher is recommended for AS degrees.
Term Offered: All Semesters

BIOL 191A - Introduction to Organismal Biology **Units: 3**
A comprehensive introduction to the evolution, ecology, biodiversity, structure and function of living systems. Topics include natural selection, populations and communities, characteristics of viruses, prokaryotes, protists, fungi and comparative life processes in plants and animals. Students must enroll in BIOL 191L concurrently with this course. Note: BIOL 190A/190L plus BIOL 191A/191L transfers to UNR as fulfilling BIOL 190A, 191A and 192.
Enrollment Requirements: Prerequisite: BIOL 190A and BIOL 190L; Corequisite: BIOL 191L.
Term Offered: Spring and Fall

BIOL 191L - Intro to Organismal Biology Lab **Units: 1**
A comprehensive laboratory introduction to the ecology, biodiversity and structure and function of living systems, with emphasis on the equipment and skills used to investigate organisms. Must be taken concurrently with BIOL 191. Note: BIOL 190/190L plus BIOL 191/191L satisfies BIOL 190, BIOL 191 and BIOL 192 at UNR.
Enrollment Requirements: Prerequisite: BIOL 190 and BIOL 190L -- AND -- Corequisite: BIOL 191.
Term Offered: Spring and Fall

BIOL 198 - Special Topics in Biology **Units: 0.5-6**
Selected topics will be presented in lecture and/or laboratory format that focus on specific areas in the biological sciences. The course may be repeated for up to six credits.
Term Offered: AS NEEDED

BIOL 200 - Elements of Human Anatomy and Physiology **Units: 3**
A basic survey of human anatomy and physiology for medical office workers and technicians. Supports the Surgical Technology program at Western Nevada College and satisfies the general education science requirement for an AAS, AGS and Certificate of GS at TMCC.
Term Offered: Spring

BIOL 202 - General Botany **Units: 4**
An introduction to the development, anatomy, physiology, taxonomy, diversity and evolutionary relationships of the major plant groups. Topics include organization of plant cells and tissue systems, morphology, respiration and photosynthesis, genetics, growth and development, environmental factors, nutrition, ecology, and mechanisms of evolution.
Term Offered: Spring

BIOL 223 - Human Anatomy and Physiology I **Units: 4**
An intensive lecture and laboratory-based course that examines the structure and function of the human body. Basic histology is covered along with the following body systems: integumentary, skeletal, muscular and nervous, including special senses. Required for most allied health programs. Three hours of lecture and three hours of lab per week. This course transfers for four credits to UNR, UNLV, and NSC.
Enrollment Requirements: Prerequisite: BIOL 190A. Pre or co-requisite: BIOL 190L.
Term Offered: All Semesters

BIOL 224 - Human Anatomy and Physiology II **Units: 4**
A continuation of BIOL 223 with an increased emphasis on homeostatic regulation. Body systems covered include: cardiovascular, respiratory, digestive, reproductive, urinary, endocrine, lymphatic and immune. Required for most allied health programs. Three hours of lecture and three hours of lab per week. May not be taken prior to or concurrently with BIOL 223. This course transfers for four credits to UNR, UNLV, and NSC.
Enrollment Requirements: Prerequisite: BIOL 190A and BIOL 190L. A grade of 'C' or better in BIOL 223.
Term Offered: All Semesters

BIOL 251 - General Microbiology **Units: 4**
A lecture and laboratory course emphasizing the morphology and physiology of archaea, bacteria, algae, fungi, protozoa, helminthes, and viruses; principles of infectious disease and host immune response; and skills in aseptic procedured, isolation and identification. Satisfies the general education requirements for the AS Nursing degree and is recommended for all allied health students.
Enrollment Requirements: Prerequisite: BIOL 190/190A and BIOL 190L.
Term Offered: All Semesters

BIOL 273 - Research Experience **Units: 1-6**
A research-intensive course designed to foster competency in experimental design, laboratory techniques, problem-solving ability, data collection and analysis, and communication of scientific information through open-ended investigation.
Enrollment Requirements: SUM: Prerequisite: A grade of 'B' or better in BIOL 190 and BIOL 190L and permission of the instructor.
Term Offered: AS NEEDED

BIOL 275 - Gross Anatomy Dissection **Units: 1**
A laboratory-intensive course designed to expand knowledge of human anatomy through the preparation of specimens for use in TMCC anatomy and physiology classes. Students will be expected to learn and demonstrate appropriate dissection technique and to complete 40 hours of in-class dissection. This is a one-credit laboratory course.
Enrollment Requirements: Prerequisite: A grade of B or better in BIOL 223 AND permission of the instructor.
Term Offered: AS NEEDED

BIOL 290 - Internship in Biology **Units: 1-8**
A course designed for students to apply their knowledge to on-the-job situations in a collaborative program between a company, government agency or college department under the supervision of a faculty advisor. The course is available to students who have completed all core and major requirements and have a 2.5 GPA. Contact the appropriate chairperson for the application, screening and required skills evaluation. The course may be repeated for up to 8 credits.
Enrollment Requirements: Prerequisite: Instructor Approval
Term Offered: AS NEEDED

BIOL 295 - Current Topics in Infectious Disease **Units: 1-3**
This is a seminar type course covering current topics/issues in infectious diseases.
Enrollment Requirements: Prerequisite: BIOL 251
Term Offered: AS NEEDED

BIOL 298 - Independent Study in Biology **Units: 1-3**
Research and/or analysis of readings in selected topics in biology. For 1-3 credits, up to a maximum of 8 credits.
Enrollment Requirements: Prerequisite: A grade of 'B' or better in BIOL 190 and BIOL 190L and permission of instructor.
Term Offered: AS NEEDED

BIOL 299 - Selected Topics in Biology **Units: 1-3**
Selected topics will be presented in lecture and/or laboratory format that focus on specific areas in the biological sciences. The course may be repeated for up to four credits.
Enrollment Requirements: Prerequisite: BIOL 100 or higher or permission of the instructor.
Term Offered: AS NEEDED

Business (BUS)

BUS 101 - Introduction to Business **Units: 3**
Survey course designed to give students a broad introduction to the principles, practices and functions of businesses as they are practiced in both the national and global economies. Relevance will be provided through research and Internet projects and assignments. Topics to be covered include management, marketing, finance, investments, and various other areas such as international business, small business, and ethics.
Enrollment Requirements: Prerequisite: ENG 101, ENG 113 or BUS 108; or equivalent ACCUPLACER, SAT/ACT test results..
Term Offered: All Semesters

BUS 106 - Business English **Units: 3**
This course in practical business English includes principles of grammar, punctuation, and word usage, paragraph development and formatting of basic business correspondence. The English language is constantly changing and this course will reflect leading-edge practices in use in the business community.
Term Offered: Spring and Fall

BUS 107 - Business Speech Communications **Units: 3**
This course provides business students and career professionals with intensive coaching in listening skills, oral grammar and effective speech construction. Students will practice delivering a variety of individual and small group presentations necessary to successful on-the-job communications.
Term Offered: Spring and Fall

BUS 108 - Business Letters and Reports **Units: 3**
Improve letter and report writing skills, proper word choice, letter tone, structuring through units. Emphasis on inductive and deductive business letters, memorandums, and reports. This course is transferable as a general elective to UNR.
Enrollment Requirements: Prerequisite: BUS 106 or ENG 101 or equivalent or qualifying ACCUPLACER, ACT/SAT test results.
Term Offered: Spring and Fall

BUS 111 - Workplace Communications **Units: 1-3**
This course focuses on how to effectively communicate within an employment area, a workplace, or a business sector. Assignments, readings and classroom sessions will focus on common written and oral communication opportunities where the efficient operation of an employment setting is their main goal.
Transferability: May not transfer towards an NSHE bachelor's degree

BUS 112 - Customer Service **Units: 3**
This course teaches fundamental service principles and practices to raise service levels and improve the customer experience at every point of contact. Issues of serving a diverse population will be addressed. Participants learn how to delight their customers, support their colleagues, and build a superior service culture.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: BUS 106, BUS 108 or ENG 101; or qualifying ACCUPLACER, SAT or ACT scores; or instructor approval.
Term Offered: Spring

BUS 117 - Business Calculations and Methods **Units: 3**
This course is designed to help current and potential business decision makers solve problems that routinely cause businesses to fail. A practical application of business mathematics, including but not limited to: bank reconciliations, present value, markup and markdowns, simple and compound interest, trade and cash discounts, sales and property taxes, payroll, understanding overhead and analyzing financial reports.
Transferability: May not transfer towards an NSHE bachelor's degree

BUS 150 - Personal Finance **Units: 3**
An introductory course in personal financial planning. Topic areas include: personal financial statements, budgeting, time value concepts, banking, obtaining and managing credit, identity theft, interest rates, insurance, investments, retirement planning, and taxation.
Transferability: May not transfer towards an NSHE bachelor's degree

BUS 198 - Special Topics in Business **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.

BUS 225 - Business Operations Applied Statistics **Units: 3**
This one semester course applies concepts of descriptive statistics, probability, and inferential statistics directly to business operations with an emphasis on the creation and interpretation of reports for decision-making. Topics include: methods to collect, present, and interpret data; interpretation of probability distributions; and variance, regression and time-series analysis. Excel and other appropriate software will be used to perform data analysis and prepare reports.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MATH 120; or qualifying Accuplacer, ACT, SAT scores; or permission of the instructor.
Term Offered: Fall

BUS 290 - Internship in Business **Units: 1-8**
A course designed wherein students will apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Available to students who have completed all core and major requirements and have a 2.5 GPA. Contact the appropriate chairperson for the application, screening and required skills evaluation. Up to eight semester hour credits may be earned on a basis of 75 hours of internship for one credit. May be repeated for up to eight credits. This course may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).

BUS 325 - Legal Environment **Units: 3**
This course introduces students to the fundamental legal and regulatory parameters that define, promote, and limit business activities. Topics include an overview of the legal system, administrative agencies, constitutional law, consumer protection, contracts, criminal law, employment law, environmental law, ethics, forms of business organizations, product liability, property, and torts.
Enrollment Requirements: Prerequisite: ENG 102 or equivalent or permission of the instructor.
Term Offered: Fall

BUS 330 - Business Presentations **Units: 3**
In this course students will learn to appropriately prepare for various presentation types in the business environment, including in-person as well as virtual. Students will learn how to analyze and identify the audience's needs, speak, improve their delivery, and develop engaging and relevant visual aids for their audience. Students will explore delivery related topics including: posture, movement, gestures, expression, voice projection and variety. Students will practice developing compelling content and framing their presentation with logic and building their argument. Through practice, students will discover their strengths and get helpful feedback for making improvements, including tips for managing nervousness and distractions.
Enrollment Requirements: Prerequisite: ENG 102 or ENG 114 and LGM 201; or instructor's approval.
Term Offered: Spring

Career and Technical Education (EDCT)

EDCT 301 - Career and Technical Education and Leadership Foundations **Units: 3**
Career and Technical education history, philosophy, policies, goals and objectives and student organizations. An introduction to the scope of leadership within career education and workforce training.
Enrollment Requirements: Admission to the Career and Technical Education and Leadership program or instructor permission.

EDCT 302 - Instructional Facility Design **Units: 3**
Organization, management and leadership strategies for career and technical education instructional facilities, Instruction focuses on facility planning and management, and facilitating a safe learning and working environment. Considerations include, space and activity relationships, personnel and student requirements, material handling, and layout. Americans with Disabilities requirements and Occupational Health and Safety requirements are explored.
Enrollment Requirements: Admission to the Career and Technical Education and Leadership program or instructor permission.

EDCT 304 - Assessment and Instruction in Career and Technical Education and Leadership **Units: 3**
This course examines strategies for assessing student progress and program effectiveness in career and technical education and leadership. Included are concepts and terms associated with student progress and program effectiveness, current issues associated with assessment and methods for identifying factors associated with curriculum and teaching effectiveness.
Enrollment Requirements: Admission to the Career and Technical Education and Leadership program or instructor permission.

EDCT 305 - The Global Workforce **Units: 3**
Legal and career topics related to career and technical education and leadership. Students will identify, analyze and critically evaluate workforce issues from a global perspective to include political, ethical and cultural beliefs. This course provides a working knowledge of strategies and resources for integrating global competence into existing career and technical fields.
Enrollment Requirements: Admission to the Career and Technical Education and Leadership program or instructor permission.

EDCT 306 - Teaching Diverse Learners in Career and Technical Education and Leadership **Units: 3**
Demonstrates how to design effective instruction for students from different language, abilities, gender, religious, cultural heritage, sexual orientation and ethnic groups. Integrates the use of technology and computers in instruction.
Enrollment Requirements: Acceptance to the Career and Technical Education and Leadership Program and completion of EDCT 447 or Instructor permission.

EDCT 402 - Teaching Students with Disabilities or Special Needs **Units: 3**
Introduces standards and practices of inclusion of special needs students as provided under federal regulations. Methods of adapting instruction and creating positive support of students with diverse abilities is examined. Assessment methods to determine progress of students and workers with disabilities or special needs is studied.
Enrollment Requirements: Admission to the Career and Technical Education and Leadership Program and completion of EDCT 306 or instructor permission.

EDCT 403 - Career and Technical Education and Workforce Leadership **Units: 3**
Major Theories associated with the art and practice of CTE and workforce leadership including conflict resolution, industry relations and career development. Design and implementation of strategies to manage the learning behavior of technical education students in the classroom and workplace.
Enrollment Requirements: Admission to the Career and Technical Education and Leadership program or instructor permission.

EDCT 411 - Supervised Classroom Internship in Career Technical and Workforce Education **Units: 6**
Observation and teaching under supervision in a secondary school, community or technical college, or business and industry training environment. Relevant education and workplace law is explored.
Enrollment Requirements: Admission to the Career and Technical Education and Leadership Program and completion or co-enrollment of EDCT 301, 447, 304, 306, and 439 or instructor permission.

EDCT 413 - Advanced Program Evaluation and Leadership **Units: 3**
Examines critical-thinking and problem-solving skills. Develops and uses student and employer follow-up studies as a part of an evaluation plan that drives program improvement. Instructs the student how to recruit, place and guide students, organize a program advisory committee, plan and manage a program budget, implement a plan for preventive maintenance, and manage customer service. Examines local, state and federal structure of workforce education.
Enrollment Requirements: Admission to the Career and Technical Education and Leadership Program and completion of EDCT 301, 447, 304 and 306 or instructor permission.

EDCT 416 - Instructional Leadership and Coordination I **Units: 3**
Instruction in includes school finance, grants and proposals, student and staff development strategies and teacher/trainer evaluation models.
Enrollment Requirements: Admission to the Career and Technical Education and Leadership program or instructor permission.

EDCT 426 - Instructional Leadership and Coordination II **Units: 3**
Instruction addresses the following major topics: Program coordination skills, supervision/leadership models, facilitation and curriculum management and labor relationships.
Enrollment Requirements: Admission to the Career and Technical Education and Leadership Program. Completion or co-enrollment of EDCT 416 or instructor permission.

EDCT 439 - General Methods of Teaching Career and Technical Education **Units: 3**
Teaching methods, instructional strategies, classroom management and assessment in career, technical and workforce education . Technical competence of instructors and managers is explored.
Enrollment Requirements: Admission to the Career and Technical Education and Leadership Program and completion of EDCT 447, 304 or instructor permission.

EDCT 447 - Curriulum Development in Career and Technical Education **Units: 3**
Principles of curriculum planning, design, implementation and evaluation in career and technical education. Topics include curriculum development and validation, academic integration and assessment.
Enrollment Requirements: Admission to the Career and Technical Education and Leadership program or instructor permission.

Cisco (CSCO)

CSCO 120 - CCNA Internetworking Fundamentals **Units: 4**
Prerequisite: Strongly recommend minimum ACCUPLACER Reading Comprehension score of 74. This course introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. It uses the OSI and TCP layered models to examine the nature and roles of protocols and services at the application, network, data link, and physical layers. The principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations are introduced.
Term Offered: Spring and Fall

CSCO 121 - CCNA Routing and Switching Essentials **Units: 4**
This course describes the architecture, components, and operations of routers and switches in a small network. Students learn how to configure a router and a switch for basic functionality. Students will configure and troubleshoot routers and switches and resolve common issues with RIPv1, RIPv2, single-area and multi-area OSPF, virtual LANs, and inter-VLAN routing in both IPv4 and IPv6 networks.
Enrollment Requirements: Prerequisite: CSCO 120 with a 'C' or better.
Term Offered: Spring and Fall

CSCO 220 - CCNA Scaling Networks **Units: 3**
This course describes the architecture, components, and operations of routers and switches in a larger and more complex network. Students learn how to configure routers and switches for advanced functionality. Students will configure and troubleshoot routers and switches and resolve common issues with OSPF, EIGRP, STP, and VTP in both IPv4 and IPv6 networks. Students will also develop the knowledge and skills needed to implement DHCP and DNS operations in a network.
Enrollment Requirements: Prerequisite: CSCO 121 with a C or better.
Term Offered: Spring and Fall

CSCO 221 - CCNA WAN Fundamentals **Units: 3**
This course discusses the WAN technologies and network services required by converged applications in a complex network. The course enables students to understand the selection criteria of network devices and WAN technologies to meet network requirements. Students learn how to configure and troubleshoot network devices and resolve common issues with data link protocols. Students will also develop the knowledge and skills needed to implement IPSec and virtual private network (VPN) operations in a complex network.
Enrollment Requirements: Prerequisite: CSCO 220 with a C or better.
Term Offered: Spring and Fall

CSCO 230 - Fundamentals of Network Security **Units: 4**
The Fundamental of Network Security course is designed to prepare students for entry level certification in network security. The course is an introduction to network security and overall security processes. The course teaches students to design and implement security solutions to reduce the risk of revenue loss and network vulnerability.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: CSCO 120
Term Offered: Fall

Clinical Lab Specialist (CLS)

CLS 151 - Phlebotomy **Units: 2**
Study of blood collection methods with emphasis on patient preparation, order of draw, identification, sample collection, and selected diagnostic tests performed in the clinical laboratory. This course must be taken concurrently with CLS 152, Applied Phlebotomy. If certification as a Phlebotomy Technician by the American Society for Clinical Pathology and licensure as a Lab Assistant in Nevada is desired, CLS 153 must be taken in addition to CLS 151 and CLS 152.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

CLS 152 - Applied Phlebotomy **Units: 2**
A laboratory and classroom experience in which students obtain knowledge in and supervised practice of blood collection methods routinely used to collect patent samples for diagnostic testing. This course must be taken concurrently with CLS 151, Phlebotomy. If certification as a Phlebotomy Technician by the American Society for Clinical Pathology and licensure as a Lab Assistant in Nevada is desired CLS 153 must be taken in addition to CLS 151 and CLS 152.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

CLS 153 - Phlebotomy Clinical Practicum **Units: 2**
A clinical rotation in blood collection and specimen processing procedures. If certification as a Phlebotomy Technician by the American Society for Clinical Pathology and licensure as a Lab Assistant in Nevada is desired, CLS 153 must be taken in addition to CLS 151 and CLS 152. The student must complete 90 hours of supervised clinical experience and 100 successful venipunctures including dermal.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

College Transition Math (CTM)

CTM 85 - College Transition Math I **Units: 2**
This course is an intensive course designed to develop basic mathematical skills in arithmetic and geometry as well as skills in note taking, studying and time management. It will cover 1) calculating whole numbers, decimals, fractions, exponents, and radicals, 2) converting decimals, fractions, and percent, 3) order of operations, 4) geometry, and 5) related materials.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: ACCUPLACER score of 24-40 in Arithmetic (AR) or Next Generation ACCUPLACER score of 216-236.

CTM 86 - College Transition Math I and II **Units: 4**
This course is an intensive course designed to develop basic mathematical skills in arithmetic, and pre-Algebra as well as skills in note taking, studying and time management. It will cover 1) calculating whole numbers, decimals, fractions, exponents, and radicals, 2) converting decimals, fractions, and percent, 3) order of operations, 4) geometry, 5) translating and solving algebraic equations, and inequalities, and 6) related materials.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: ACCUPLACER score of 34-79 in Arithmetic (AR) or Next Generation ACCUPLACER score of 225-265.
Term Offered: All Semesters

CTM 87 - College Transition Math II **Units: 2**
This course is an intensive course designed to review basic mathematical skills in arithmetic and develop pre-algebra skills as well as skills in note taking, studying and time management. It will cover 1) calculating fractions, exponents, and radicals, 2) converting percent, decimals, and fractions, 3) translating and solving algebraic equations, inequalities, and linear equations, and 4) related materials.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: ACCUPLACER score of 41-79 in Arithmetic (AR) or Next Generation ACCUPLACER score of 237-265.

Communications (COM)

COM 101 - Oral Communication **Units: 3**
Theory and practice in the composition and delivery of public speeches. Advanced techniques of message development, organization, and style.
Term Offered: All Semesters

COM 113 - Fundamentals of Speech Communications **Units: 3**
Principles and theories of speech communication. Participation in public speaking and interpersonal communication activities.
Term Offered: ALLSEM&W

COM 212 - Introduction to Communication Research **Units: 3**
This course addresses basic approaches to research in speech communication. It is an introduction to historical, analytical, critical and empirical methods of investigation.
Enrollment Requirements: Prerequisite: ENG 102 or concurrently enrolled

COM 215 - Introduction to Group Communication **Units: 3**
An introductory course in communication as it functions within small task groups. Emphasis is on observation and analysis of actual small group behavior and on improvement of communication skills within the small group setting. Topics covered include leadership, conflict, norms, role structure, cohesiveness and decision-making. Course stresses student involvement in exercises, discussions and group projects.
Term Offered: Spring and Fall

COM 217 - Argumentation and Debate **Units: 3**
This class addresses the theory and practice of oral argumentative discourse. It includes extensive study of argumentative principles and debate fundamentals. Students will participate in class discussions, speeches and debates.

COM 285 - Communication Disabilities and Film **Units: 3**
This course will cover popular films and their portrayal of individuals with communication disabilities, including how those portrayals promote both negative and positive images and how these images influence public perception of those with communication disabilities. The realities of communication disabilities will also be discussed.
Term Offered: Spring and Fall

Community Health Sciences (CHS)

CHS 101 - Introduction to Community Health Sciences **Units: 3**
This course introduces the basic tenets of community health. These include concepts of health, health promotion and disease prevention, risk factors affecting community health, health information and research, ethics and health programs.
Term Offered: All Semesters

CHS 102 - Foundations of Personal Health and Wellness **Units: 3**
This course introduces the basic tenets of personal health and wellness. These include concepts of health, diet and exercise, relationships, disease prevention and making personal choices that promote a healthy lifestyle.
Term Offered: All Semesters

CHS 200 - Introduction to Public Health Biology **Units: 3**
This course introduces the basic biological principles and processes of human disease, the public health burden of infectious and chronic diseases, and the management of diseases through public health practices.
Enrollment Requirements: Prerequisite: CHS 101 or BIOL 100 or higher.
Term Offered: All Semesters

CHS 230 - Introduction to Environmental Health **Units: 3**
This course introduces students to the basic tenets of environmental health. These include concepts of environmental influences on disease, inter-relatedness of scientific disciplines with environmental health, emerging environmental issues, and environmental risk factors and exposure.
Enrollment Requirements: Prerequisite: CHS 101 or BIOL 100 or higher, CHEM 100 or higher, or ENV 100 or higher.
Term Offered: All Semesters

CHS 280 - Introduction to Biostatistics in Public Health **Units: 3**
This course will introduce elementary methods for collection, presentation, and analysis of public health data and emphasize the application of statistical ideas and methods to a variety of public health research. Core concepts and methods in health data analysis will be addressed. Applications using real data from a variety of public health data sources will be used throughout the course to illustrate the material.
Enrollment Requirements: Prerequisite: MATH 126 or higher

Computer Aided Drafting and Design (CADD)

CADD 100 - Introduction to Computer-Aided Drafting **Units: 3-4**
Introduction to the basic capabilities of a Computer Aided Drafting (CAD) system. Includes appropriate terminology, basic system design, typical hardware and software and applicable commands. Students will draw and solve drafting problems on a CAD system.
Term Offered: Spring and Fall

CADD 105 - Intermediate Computer-Aided Drafting **Units: 3-4**
Continuation of CADD 100 (formerly DFT 131). The course will cover advanced 2-D CAD operations. Student will draw and solve graphic problems on a CAD system.
Enrollment Requirements: Prerequisite: CADD 100 and either DFT 100 or ADT 105.
Term Offered: Spring and Fall

CADD 140 - Technical Drafting I **Units: 3-4**
Applies the knowledge gained in DFT 100 to manufacturing situations according to industrial standards. Computer Aided Drafting Techniques are used to solve advanced drafting problems.
Enrollment Requirements: Prerequisite: DFT 100 or CADD 100 or approval of instructor.
Term Offered: Spring and Fall

CADD 141 - Technical Drafting II **Units: 3-4**
Introduces shop processes, detail working drawings, precision dimensioning, limits and tolerances, design layouts, shop notes, parts lists, assembly drawings, developments and intersections, and pictorial drawings.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: CADD 140 or approval of instructor. Course may be taken concurrently with CADD 140.

CADD 142 - Technical Drafting III **Units: 3-4**
Covers descriptive geometry and electronic drafting. Advances concepts introduced in CADD 141 through project oriented problem solving.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: CADD 140. Course may be taken concurrently with CADD 140.

CADD 198 - Special Topics in CADD **Units: 1-6**
Various short courses and experimental classes covering a variety of subjects. The course will be variable credit of one to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree

CADD 200 - Advanced Computer Aided Drafting **Units: 3-4**
An advanced course providing instruction and skill development on advanced features of CADD. Emphasis will be on Alternate Dimensioning Practices, Advanced Texting and Formatting, Advanced Dynamic Block Properties and an introduction to solid modeling.
Enrollment Requirements: Prerequisite: CADD 105 and CADD 140.

CADD 210 - CADD Project **Units: 3-4**
Each student will complete a project that will increase his/her CAD skills.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: CADD 100 and CADD 140.

CADD 245 - Solid Modeling and Parametric Design **Units: 3**
This course will introduce the student to 3D and solid modeling on a CAD system. Students will draw and solve graphic problems on a CAD system.
Term Offered: Spring and Fall

CADD 290 - Internship in CADD **Units: 1-6**
A course designed wherein students will apply knowledge and skills to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Available to students who have completed most Core and Major requirements and have a 2.5 G.P.A. Contact the instructor for the application, screening and required skills evaluation. Up to 8 semester hour credits may be earned on the basis of 75 hours of internship for 1 credit. May be repeated for up to 6 credits.
Transferability: May not transfer towards an NSHE bachelor's degree

CADD 299 - Capstone/Assessment **Units: 1-3**
This course will be a final assessment of each student and determine their preparedness for job marketability. Each student will write a resume, develop a portfolio, demonstrate growth on the program post-test and apply for graduation.
Transferability: May not transfer towards an NSHE bachelor's degree

Computer Engineering (CPE)

CPE 201 - Digital Design **Units: 3**
This course will introduce you to the fundamentals of number systems, binary arithmetic, Boolean logic and logic functions. We study the minimization of logic functions as sums of products, combinational circuits, sequential (state) machines, registers and register transfer, counters, memory and programmable logic devices. You will receive hands-on experience in laboratory experiments.
Enrollment Requirements: Prerequisite: CS 135 with a 'C' or better; MATH 127 or higher or qualifying SAT, ACT, or Accuplacer score.
Term Offered: Spring and Fall

Computer Information Technology (CIT)

CIT 107 - Databases **Units: 1**
This beginning course is designed for people who are at an entry level and want to learn a general overview of current office database software, as well as be productive with simple tasks. Topics include creating and using a database, querying a database, maintaining a database, sharing data among applications, and creating reports and forms.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Fall

CIT 112 - Network + **Units: 3**
This course covers basic networking terminology, network components, transmission media and protocols. It focuses on the OSI model of network computing. Course serves as preparation for the CompTIA Network+ exam.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

CIT 114 - IT Essentials **Units: 4**
This course is a comprehensive overview of the primary operating systems and the support of hardware devices. The class will also demonstrate the integration between hardware and software. Emphasis is on installing, configuring, troubleshooting and upgrading a PC and working with computer users as an IT technician.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

CIT 130 - Beginning Java **Units: 3**
Java is a general-purpose, object-oriented programming language best known for, but not limited to, creating applets to run on the Internet. This course will include applet creation, but the primary emphasis will be on general purpose object-oriented programming.
Term Offered: Spring

CIT 134 - Beginning C# Programming **Units: 3**
C# is a general-purpose, object-oriented programming language best known for its ability to create single-source solutions capable of running on a variety of devices (via the .NET platform). This course is the first semester of C# programming, and will include exposure to the .NET platform, but the primary emphasis will be on general-purpose object-oriented programming.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Fall

CIT 135 - Introduction to Swift Coding **Units: 3**
This introductory course is designed to help students build a solid foundation in programming fundamentals using Swift as the language. Students get practical experience with the tools, techniques, and concepts needed to build a basic iOS app.
Transferability: May not transfer towards an NSHE bachelor's degree

CIT 136 - Application Development with Swift **Units: 3**
Students get practical experience with the tools, techniques, and concepts needed to build a basic iOS app from scratch. They'll also learn user interface design principles, which are fundamental to programming and making great apps. They'll examine how to design, prototype, and architect an app of their own design.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Pre-requisites: CIT 135 - Introduction to Swift Coding

CIT 151 - Beginning Web Development **Units: 3**
This course introduces students to HTML5 and XHTML coding and Web page development. Topics cover creating and managing a Web site and developing/ designing Web pages, including tables and forms. Students will also learn to enhance Web pages with cascading style sheets, multimedia, and JavaScript. Web Standards and best practices are emphasized. No prior HTML experience is necessary.
Term Offered: Spring and Fall

CIT 152 - Web Script Language Programming **Units: 3**
This course concentrates on client-side scripting. Client-side technologies are used to validate form data, as well as to provide ways of interacting with visitors. This class builds upon the information presented in CIT 151- Beginning Web Development (HTML5, XHTML and JavaScript), and will also provide an introduction to server-side scripting.
Enrollment Requirements: Prerequisite: CIT 151 with a C or better.
Term Offered: Fall

CIT 173 - Introduction to Linux **Units: 3**
An introduction to the Linux Operating System. Topics include Linux origin, file systems, user commands and utilities, graphical user interfaces, text editors, manual pages and shells. Students are expected to have basic computer literacy prior to enrolling in this course.
Term Offered: Spring and Fall

CIT 174 - Linux System Administration **Units: 3**
This course covers a variety of topics: installing and configuring a Linux Server, managing users and groups, securing the system and much more. Students should complete CIT 173 or have knowledge of Linux fundamentals before attending this course.
Term Offered: Spring and Fall

CIT 176 - Linux Shell Programming **Units: 3**
This course teaches the student how to customize the shell's configuration and create custom programs (shell scripts) that increase productivity by automating mundane tasks and extending the Linux command set.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: CIT 173.
Term Offered: Spring

CIT 180 - Database Concepts and SQL **Units: 3**
This class is targeted for people with little or no SQL knowledge. The objective of this course is to familiarize students with the database concepts that they will need to be effective programmers. Although this course utilizes MySQL because of its open source nature, the topics presented in this course are fundamental and should apply to all relational databases. Course accents hands-on learning in a Structured Query Language (SQL) and SQL procedures.
Term Offered: Spring

CIT 198 - Special Topics in CIT **Units: 1-6**
Various short courses and experimental classes covering a variety of subjects in the general Computer and Information Technology area. This class will have variable credit of 1 to 6 depending on the course content and number of contact hours required. This course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree

CIT 201 - Word Certification Preparation **Units: 3**
This course is designed to prepare students for the entry-level Microsoft Word certification exam. Students will create documents using formatting basics, tables, graphics, citations, mail merges, tables of contents, and custom features.
Term Offered: Fall

CIT 202 - Excel Certification Preparation **Units: 3**
This course is designed to prepare students for the entry-level Excel certification exam. Students will create and edit workbooks, format and manage worksheets using formulas, charts, pictures and shapes.
Term Offered: Spring

CIT 211 - MCITP/MCTS Windows Workstation OS **Units: 3-5**
This course provides students with the knowledge and skills necessary to perform administration tasks in a peer to peer network or a workstation based system using Microsoft Windows. This course is suitable for people with no prior experience in system administration.
Term Offered: AS NEEDED

CIT 212 - MCITP/MCTS Windows Server OS **Units: 3-5**
This course is intended for new-to-product support professionals who will be responsible for installing and configuring Microsoft Windows Server products and for those who are on the Microsoft Certified Systems Administrator (MCSA) or Microsoft Certified Systems Engineer (MCSE) certification tracks. It provides the knowledge and skills necessary to install and configure Windows Server products to create file, print and terminal servers.
Enrollment Requirements: Prerequisite or corequisite: CIT 211.
Term Offered: Spring and Fall

CIT 213 - MCITP/MCTS Network Infrastructure **Units: 3-5**
This course is designed to provide support professionals with the infrastructure knowledge and skills necessary to install and configure the Microsoft Windows Server and Microsoft Windows workstation operating system products.
Enrollment Requirements: Prerequisite: CIT 212.
Term Offered: Fall

CIT 214 - MCITP Application Infrastructure **Units: 3-5**
This course is designed to provide students with the knowledge and skills necessary to install, configure, and administer Microsoft Windows server services. The course also focuses on implementing Group Policies and understanding the Group Policy tasks required to centrally manage users and computers. This course may be repeated.
Enrollment Requirements: Prerequisite: CIT 212.
Term Offered: Spring

CIT 215 - MCITP Active Directory **Units: 3-5**
This course teaches a topic which is selected form Microsoft's Windows electives used in its certification programs. Topics will be selected based on current standards in computer networking and industry demands in training. Topics will include, but not be limited to, active directory design, infrastructure design, security design, SQL design, implementation and administration, SNA implementation, Exchange Server design, implementation and administration, Proxy Server design, implementation and administration, as well as implementation of new utilities and programs as developed. This course may be repeated under different topics up to 50 times.
Term Offered: AS NEEDED

CIT 216 - Server+ **Units: 3**
The Server+ course covers system hardware, software, storage, best practices in an IT environment, disaster recovery and troubleshooting. This class prepares the successful student to take and pass CompTIA's Server+ certification which is a globally accepted certification.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: CIT 114

CIT 217 - Security + **Units: 3**
This is a basic IT security course that covers the current objectives of the CompTIA Security+ certification exam. Topics will include general security concepts, communications security, infrastructure security, basics of cryptography, and operational/organizational security.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: CIT 112 or CSCO 120 or instructor approval.
Term Offered: AS NEEDED

CIT 230 - Advanced Java **Units: 3**
This course builds upon the foundation constructed in Beginning JAVA. Since JAVA works behind the scenes to power Internet applications, this class will focus more heavily upon application development with an emphasis on client-side and server-side techniques. Example topics include, but are not limited to, Swing, Collections, Multimedia, Networking, JDBC, Servlets and JSP, JavaBean and XML.
Enrollment Requirements: Prerequisite: CIT 130 with a 'C' or better.
Term Offered: Fall

CIT 234 - Advanced C# Programming **Units: 3**
This course is the second semester of C# programming, and will include exposure to the .NET platform, but the primary emphasis will be on some of the more advanced features of the language including: dynamic data structures, reusable data structures, and use of existing collections.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: CIT 134 with a grade of 'C' or better.
Term Offered: Spring

CIT 251 - Advanced Web Development **Units: 3**
This course prepares students to use server-side web technologies. The course covers the concepts, design and basic coding of advanced web applications, and is currently using PHP with MySQL Database.
Enrollment Requirements: Prerequisite: CIT 151 and CIT 152
Term Offered: Spring

CIT 257 - Web Languages **Units: 3**
This course explores a variety of emerging technologies that are used in sophisticated Web sites. Students will explore advanced Internet topics that may include dynamic Web site content, database integration, e-commerce, security, server-side configurations, scripting, common gateway interfaces and Web application development.This particular course extends web programming with the introduction of MITs App Inventor, a visual programming environment used to create mobile applications for the Android smart phone operating system.
Enrollment Requirements: Prerequisite: CIT 152 or instructor approval.
Term Offered: Spring

CIT 263 - Project Management **Units: 3**
The purpose of this course is to help students gain the knowledge required to effectively plan, implement and complete IT projects across the organization. Topics will include business practices, interpersonal skills and management process.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: CIT 114 or instructor approval.
Term Offered: Spring

CIT 274 - Ethical Hacking **Units: 3**
Explains basic IT security concepts and models. Introduces concepts of penetration testing to validate security measures and identify vulnerabilities; formulate a basic security policy; demonstrate basic penetration attacks; assess risks and countermeasures; explain legal and ethical concerns as they apply to penetration testing; explores methods to gain access to computer resources and methods to prevent/reduce vulnerabilities and will prepare students to take the ECCouncil's Certified Ethical Hacker core certification exam.
Transferability: May not transfer towards an NSHE bachelor's degree

CIT 290 - Internship in CIT I **Units: 1-6**
Work and study in participating and approved business organizations. Department approval required before acceptance of student into course. Department review of student's activities and development on the job required. This class will have variable credit of one to six depending on the work hours required. This course may be repeated.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

CIT 291 - Internship in CIT II **Units: 1-6**
Available to students who have completed most Core and Emphasis requirements and have a 2.5 GPA. Work and study in participating and approved business organizations. Department approval required before acceptance of student into course. Department review of student's activities and development on the job required. This class will have variable credit of one to six depending on the work hours required. This course may be repeated.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

CIT 298 - Advanced Special Topics in CIT **Units: 1-6**
Various short courses and workshops covering a variety of subjects in the advanced general Computer and Information Technology area. This class will have variable credit of one to six depending on the course content and number of contact hours required. This course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

CIT 299 - Independent Study in CIT **Units: 1-6**
The student will do a special project involving a subject or skill related to the CIT curriculum. The project will be designed with a faculty advisor. This class will have variable credit of one to six depending on the course content and number of contact hours required. This course may be repeated. It may be substitute for another course with special permission of the Division. This course may repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

Computer Science (CS)

CS 105 - Introduction to Computing **Units: 3**
Introduction to essential concepts and practices in computing. Design, assemble, and operate basic computer hardware and software in a collaborative environment.
Term Offered: Spring and Fall

CS 135 - Computer Science I **Units: 3**
This course is an introduction to modern problem solving and programming methods. Emphasis is placed on algorithm development. A special focus will be on procedural and data abstraction, emphasizing design, testing, and documentation.
Enrollment Requirements: Prerequisite: MATH 127 or MATH 128 or satisfactory test placement into MATH 181. May be taken concurrently with MATH 127.
Term Offered: Spring and Fall

CS 151 - Introduction to Cybersecurity **Units: 3**
Introduction to fundamental concepts of cybersecurity, common cybersecurity vulnerabilities and threats, and techniques and tools for detecting and defending against cyber-attacks.
Term Offered: Spring and Fall

CS 202 - Computer Science II **Units: 3**
This course builds on the concepts of Computer Sciences I. Emphasis on problem solving and program development techniques. Typical numerical and non-numerical problems are examined. Design, implementation, and abstraction principles of elementary data structures are studied.
Enrollment Requirements: Prerequisite: CS 135 with a 'C' or better; MATH 127 or higher, or qualifying ACT, SAT or Accuplacer score.
Term Offered: Spring and Fall

CS 219 - Computer Organization **Units: 3**
Introduction to organization and integration of computer components. Topics include: computer abstractions and performance, arithmetic operations, instruction set architecture, assembly programming, datapath, pipelining, memory hierarchy, I/O, and parallel architectures.
Enrollment Requirements: Prerequisite: CS 202 or CPE 201
Term Offered: Spring and Fall

CS 252 - Digital Forensics Fundamentals **Units: 3**
Introduction to the basic computer and networking, forensic process, digital evidence collection, preserving the evidentiary chain, cybercrime statutes, and the legal aspects of search and seizure.
Term Offered: AS NEEDED

Computer and Office Technology (COT)

COT 101 - Computer Keyboarding I **Units: 3**
This course involves developing basic skills for touch typing keyboard proficiency on computers. Elementary word processing functions are introduced. Development of speed and accuracy skills are an integral part of this course. Basic computer operations are introduced for using the keyboarding software.
Transferability: May not transfer towards an NSHE bachelor's degree

COT 110 - Business Machines **Units: 1-3**
This course develops skills using electronic printing calculators. The skills are applied to business math problems which include: touch addition of whole numbers, multiplication, division, fractions and decimals, percentages, markdown and markup, interest, payrolls, and installment buying.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

COT 198 - Special Topics in COT **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be variable credit of one-half to six depending on the course content and number of hours required. This course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

COT 207 - Business Applications on the Internet **Units: 3**
This course will cover the use of the internet for business and entrepreneurial purposes. Topics include integration of the Microsoft Office Suite with the World Wide Web, daily business practices and strategies online, and intranet/internet site development and technologies.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Fall

COT 217 - Office Publications **Units: 1-3**
This course introduces students to basic techniques of desktop publishing and Web page publishing in an office. Students will learn how to plan and design a publication, format text, work with art, use styles, and work with multiple pages. The course will also cover the creation and maintenance of simple Web sites, including using links, tables, frames, and forms.
Term Offered: Spring

COT 240 - Executive Office Procedures **Units: 3**
Administrative professionals must possess specific skills to succeed in and adjust to a diversified workforce with ever-emerging technologies. Topics covered in this course prepare students in today's dynamic workplace and include: workplace mail, records management, telecommunications (including technology and etiquette), written and verbal business communication, event planning, travel arrangements, skills for multitasking and prioritizing, proofreading skills, business ethics, and customer service.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: BUS 106 or BUS 108; or qualifying Accuplacer score; or with instructor approval.
Term Offered: Fall

COT 290 - Internship in Computer/Office Technology **Units: 1-6**
This real-world curriculum will reinforce the skills and knowledge acquired in the Office Management program. Students will participate in on-the-job work experiences to satisfy learning objectives designed by a company official and faculty sponsor. Up to six semester credit hours may be earned on the basis of 75 hours of work experience per credit. The course may be repeated for up to six credits. Contact TMCC's Internship Coordinator to begin the application process and degree evaluation prior to contacting the department for approval and obtaining a faculty sponsor.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Completion of most Core and Emphasis courses and a cumulative GPA of 2.50 or higher. Proof of health insurance coverage required.
Term Offered: AS NEEDED

Construction Management (CONS)

CONS 101 - Introduction to Construction Technology **Units: 3**
This course is designed to give students with the ambition of careers in the construction industry the foundation required to be successful in further study in all areas of the industry. Topics include: basic safety, basic math, introduction to hand tools, introduction to power tools, introduction to blueprints, basic rigging. This course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Fall

CONS 111 - Commercial Building Codes **Units: 3**
A basic course designed to introduce current building codes, with emphasis placed on the development and proper use of the code. Students will learn the format of the building code and develop an understanding of the provisions contained therein.
Transferability: May not transfer towards an NSHE bachelor's degree

CONS 120 - Print Reading and Specification **Units: 3**
A study of the fundamental language utilized in construction drawing. Stresses the reading and interpretations of representative construction prints.
Transferability: May not transfer towards an NSHE bachelor's degree

CONS 121 - Principles of Construction Estimating **Units: 3**
A basic course designed to help construction professionals develop their understanding of the material take off or quality survey process for estimating. Specific estimating methods for assemblies of materials and by trade will form the basis for the approach used in class. The course will emphasize the basic formulas for area and volume for materials measurement and how it is used in manual and computerized estimating software. Use of online plan and document bid services will supplement the class lectures and text.
Transferability: May not transfer towards an NSHE bachelor's degree

CONS 155 - On-Site Construction Supervision **Units: 3**
On-Site Supervision provides the basis for that education. It is a comprehensive, competency-based program that gives both veteran and new field managers a step by step approach to honing natural abilities, developing essential skills, and generally improving their performances as leaders. This course may be repeated for up to four credits.
Transferability: May not transfer towards an NSHE bachelor's degree

CONS 198 - Special Topics in Construction **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree

CONS 205 - Construction Site Safety **Units: 3**
Safety and risk management curriculum is designed for construction supervisory personnel. The course includes the required 30 hours of authorized training as required by Nevada law to earn an OSHA 30 card. In addition, salary and benefits, payroll burdens, profitability, workmen's compensation, unemployment insurance and general liability insurance will be covered as part of the risk management topics associated with construction management best practices.
Transferability: May not transfer towards an NSHE bachelor's degree

CONS 211 - Construction Cost Control **Units: 3**
This course is one of a series prepared for professional construction supervisors to help them become better supervisors. The instructor acts as a discussion stimulator and program guide in exposing the students to a variety of resources: workbooks with exercises, role-playing, case studies, critical incident studies, simulation, audio-tape presentation and testing. Topics include: the construction cycle, estimates, work and cost analysis, reporting and cost comparison, short interval production scheduling and production control.
Transferability: May not transfer towards an NSHE bachelor's degree

CONS 221 - Construction Estimating II **Units: 3**
This is a continuation of CONS 121, Principles of Construction Estimating with an emphasis on more complex construction projects and the use of current industry computer applications.
Enrollment Requirements: Prerequisite: CONS 121.
Term Offered: Spring

CONS 281 - Construction Planning, Scheduling and Control **Units: 3**
The course will explain the various types of schedules used in the construction industry and the specific applications for successful project planning. The evolution of the scheduling process will be discussed, and examples of bar charts, Gannt charts, CPM and PERT scheduling techniques will be used throughout the class in presentations and practical assignments.
Transferability: May not transfer towards an NSHE bachelor's degree

CONS 282 - Construction Law **Units: 2-3**
This course is one of a series prepared for professional construction supervisors to help them become better supervisors. The instructor acts as a discussion stimulator and program guide in exposing the students to a variety of resources: workbooks with exercises, role-playing, case studies, critical incident studies, simulation, audio-tape presentation and testing. Topics include: contracts, contract risk, changes and differing site conditions clauses, how to read a construction contract, negotiation, documentation, liens, bonds and closing out the job and case histories.
Transferability: May not transfer towards an NSHE bachelor's degree

CONS 283 - Construction Documents and Specifications **Units: 2**
A basic course designed to help professional construction managers and supervisors understand the many different types of documents used in construction and how they relate to the various projects within their specific company and the construction industry.
Transferability: May not transfer towards an NSHE bachelor's degree

CONS 290 - Internship in Construction **Units: 1-8**
A course designed wherein students will apply knowledge to real on the job situations in a program designed by a company official and faculty advisor to maximize learning experiences. Available to students who have completed all core and major requirements and have a 2.5 GPA. Contact the appropriate chairperson for the application, screening and required skills evaluation. Up to 8 hour credits may be earned on the basis of 100 hours of internship for 1 credit. May be repeated for up to 8 credits.
Transferability: May not transfer towards an NSHE bachelor's degree

Cooperative Education (CE)

CE 101 - Apprenticeship Orientation **Units: 0.5**
This course is designed to help students adjust to being an apprentice. It includes a concentration on the individual transitioning to their new role as an apprentice and a student. It teaches effective study habits, time management with an online course and gives the student guidance in collegiate life. The course will address what it means to be an apprentice and understanding apprenticeship expectations.
Transferability: May not transfer towards an NSHE bachelor's degree

CE 198 - Special Topics in Cooperative Education **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree

CE 201 - Workplace Readiness **Units: 3**
Prepares students with critical skills to secure and maintain employment. Students will learn to communicate in multiple modes to address workplace needs, solve problems using critical thinking, understand work-related systems, maintain safe and healthful working conditions, practice ethical and legal behavior consistent with workplace standards, and enhance work outcomes through leadership, self-management, and teamwork.
Transferability: May not transfer towards an NSHE bachelor's degree

CE 290 - Work Experience **Units: 0.5-9**
This course supplements classroom instruction with practical work experience related to the student's educational program. Under the supervision of experienced personnel at a local business or agency, students complete specific occupational objectives developed by program faculty and the employer. Faculty will monitor the student's progress through direct contact, site visitations, student reports and employer feedback.
Transferability: May not transfer towards an NSHE bachelor's degree

Core Humanities (CH)

CH 201 - Ancient and Medieval Cultures **Units: 3**
Critical survey of Near East, Greece, Rome and Middle Ages; origins of Judaism, Christianity, Islam, philosophy and science; concepts like heroism, justice, and romantic love.
Enrollment Requirements: Prerequisite: ENG 101, 101A or ENG 113 or completion of CH 202 or CH 203 with a 'D' or better.
Term Offered: All Semesters

CH 202 - The Modern World **Units: 3**
Analyzes Europe's legacy in shaping world ideas, institutions and cultures. Includes Renaissance; Reformation; Enlightenment; Romanticism; development of science and industry; political revolutions; colonialism; postcolonialism; globalization.
Enrollment Requirements: Prerequisite: ENG 101, 101A or ENG 113; or completion of CH 201 or CH 203 with a 'D' or better.
Term Offered: All Semesters

CH 203 - American Experiences and Constitutional Change **Units: 3**
Identities, ideas, and institutions from pre-contact to present, emphasizing civil rights, liberty, individualism, federalism, environmentalism, urbanization, industrialization, and cultural diversity. Satisfies the U.S. and Nevada Constitution requirements.
Enrollment Requirements: Prerequisite: ENG 101, 101A or higher or ENG 113; or completion of CH 201 or CH 202 with a 'D' or better.
Term Offered: All Semesters

Counseling and Educational Psychology(CEP)

CEP 254 - Biopsycho-Social Factors in Addiction **Units: 3**
Theories of alcohol and other drug addictions with emphasis on the signs and symptoms of problematic use, as well as methods of assessment and intervention.
Enrollment Requirements: Prerequisite: CPD 116 or permission of instructor.
Term Offered: AS NEEDED

CEP 255 - Developmental Theories-Prevention/Education Strategies **Units: 3**
Impact of addiction on development in children and families, prenatal addiction and fetal alcohol syndrome, and current prevention and education models and services.
Enrollment Requirements: Prerequisite: CPD 116.
Term Offered: AS NEEDED

Counseling and Personal Development (CPD)

CPD 116 - Substance Abuse-Fundamental Facts and Insights **Units: 3**
This course covers the following topics related to substance abuse in our society: identification of substances, reasons for abuse of alcohol and of drugs, signs and symptoms of substance abuse, and approaches and techniques recognized as effective in substance abuse counseling. It is recommended that students take the BADA workshop Classification Of Alcohol in addition to this course for BADA certification. College credit can be given for the workshop.
Term Offered: Spring and Fall

CPD 123 - Career Choices and Changes **Units: 1-3**
A course in life and career planning, offered to help students make informed occupational choices. The course includes self-assessment (personal values, abilities, and interests), opportunities for research into different careers, and training in proper decision-making and goal-setting procedures.
Term Offered: AS NEEDED

Criminal Justice (CRJ)

CRJ 101 - Introduction to Criminal Justice I **Units: 3**
History, philosophy and functions of criminal justice system, law enforcement, criminal law and constitutional rights as they affect system functioning.
Term Offered: All Semesters

CRJ 102 - Introduction to Criminal Justice II **Units: 3**
Adjudicatory process, adult and juvenile corrections functions within the criminal justice system.
Term Offered: All Semesters

CRJ 103 - Communication Within the Criminal Justice Field **Units: 3**
This course is part of the Northern Nevada Law Enforcement Academy. It prepares the student to communicate within the criminal justice and law enforcement systems through report-writing, non-verbal communication, public speaking, interviewing and interrogation, and courtroom testimony.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Students must be accepted to the Northern Nevada Law Enforcement Academy.

CRJ 104 - Introduction to Administration of Justice **Units: 3**
American criminal justice system, its development, components, and processes; includes consideration of crime and criminal justice as a formal area of study.
Term Offered: All Semesters

CRJ 106 - Introduction to Corrections **Units: 3**
History and analysis of development in corrections, recent innovations and future correctional systems structure and programs.
Term Offered: Spring and Fall

CRJ 110 - Introduction to Nevada Law Enforcement **Units: 3**
This course examines the law enforcement system in Nevada. It will also include an overview of the major criminal justice subsystems: police, prosecution, defense, courts, corrections, and juvenile justice.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Students must be accepted to the Northern Nevada Law Enforcement Academy.

CRJ 125 - Legal Careers and Law Schools **Units: 1**
Introduction to careers in law; preparing and applying for law school.
Term Offered: Spring and Fall

CRJ 126 - Legal Research and Methods **Units: 1**
Exposure to American legal thought, methods of reasoning, and research with a focus on identifying legal issues and developing basic legal research skills.
Term Offered: Spring and Fall

CRJ 127 - Legal Writing **Units: 1**
Introduction to the process, structure and forms of legal argument and writing and citation skills.
Term Offered: Spring and Fall

CRJ 155 - The Juvenile Justice System **Units: 3**
Decision-making processes, theories of delinquent behavior, court decisions and problems affecting the administration of justice during childhood and adolescence. Transfers as an elective to UNR.
Term Offered: Spring

CRJ 164 - Introduction to Criminal Investigation **Units: 3**
Fundamentals of investigation, crime scene search and recording; collection and presentation of physical evidence, scientific aids, sources of information, case preparation, interviews and interrogations; follow-up.
Term Offered: Spring and Fall

CRJ 198 - Special Topics in Criminal Justice **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The class will be a variable credit of one-half to six credits depending on the course content and number of hours required. The class may be repeated for up to six hours of credits.
Transferability: May not transfer towards an NSHE bachelor's degree

CRJ 211 - Police in America: An Introduction **Units: 3**
Historical development, roles, socialization and problems of police work. Transfers to UNR as CJ 211 Police in America.
Term Offered: All Semesters

CRJ 214 - Principles of Police Patrol Techniques **Units: 3**
Identification of community problems which require prevention, suppression or control through the basic methods and techniques of police patrol. Special attention to the responsibilities of officers in varying patrol situations such as foot beats, one-person cars, K-9 corps, and/or tactical units. Techniques of observation and perception. Recognition of police hazards; their evaluation and proper police patrol action.
Term Offered: Spring and Fall

CRJ 215 - Probation and Parole **Units: 3**
Survey of the probation and parole system of the United States through development of the present system. Shows different systems within the United States, executive clemency, parole, rights of prisoners, probationers and parolees, treatment strategies, administrative aspects, and correctional and professional aspects of the parole and probation officer.
Term Offered: Spring and Fall

CRJ 222 - Criminal Law and Procedure **Units: 3**
Integrated overview of the elements of substantive criminal law and the fundamental concepts of due process and fairness underlying American criminal procedures.
Enrollment Requirements: Prerequisite: CRJ 101 or CRJ 104.
Term Offered: All Semesters

CRJ 225 - Criminal Evidence **Units: 3**
Origin, development, philosophy and constitutional basis of evidence; constitutional and procedural considerations affecting arrest, search and seizure; kinds of degrees of evidence and rules governing admissibility; judicial decisions interpreting rights and case studies.
Term Offered: Spring and Fall

CRJ 226 - Preventions and Control of Delinquency **Units: 3**
Survey and evaluation of police programs designed to prevent juvenile delinquency. Techniques of enforcement relative to the control of delinquency; investigation procedures in individual cases of delinquency and methods of referral to related agencies.
Term Offered: Fall

CRJ 234 - Introduction to the Courts and American Legal System **Units: 3**
Introduction to the role and organization of the judicial branch of government, its central actors, and processes.

CRJ 265 - Introduction to Physical Evidence **Units: 3-4**
An overview of the forensic sciences. The role of science in the utilization of physical evidence in matters of criminal and civil law. Emphasis is placed on the value and assistance of modern scientific knowledge to the investigation. Includes laboratory demonstrations and direct experience examining physical evidence. Three hours lecture and three hours lab per week.
Term Offered: Spring and Fall

CRJ 270 - Introduction to Criminology **Units: 3**
The course includes a brief history of the theories of criminology, the police, and the offender, with particular emphasis given to criminal career perspectives, detailing from a sociological standpoint, types of offenders who commit specific offenses.
Term Offered: Spring and Fall

CRJ 285 - Selected Topics in Criminal Justice **Units: 1-6**
Selected topics in criminal justice. A course intended to provide flexibility in the criminal justice/correction program. Course subject will vary and cover critical and current issues in criminal justice.
Transferability: May not transfer towards an NSHE bachelor's degree

CRJ 289 - Law and Justice **Units: 3**
Survey of law and justice from a multi-disciplinary perspective with special emphasis on comparative justice systems, race, ethnicity, and gender.
Term Offered: All Semesters

CRJ 290 - Internship in Criminal Justice **Units: 1-8**
Work with selected law enforcement agencies, correctional agencies, or security organizations; scheduling to occur during the final semester for the student in the program.
Transferability: May not transfer towards an NSHE bachelor's degree

CRJ 299 - Special Topics **Units: 1-3**
Introduction to a selected major topic or issue of importance for students in law enforcement, courts or corrections.
Enrollment Requirements: Prerequisite: CRJ 101 or CRJ 104.
Term Offered: Spring and Fall

Culinary Arts (CUL)

CUL 100 - Sanitation/HACCP **Units: 2**
Course covers all aspects of food service sanitation, but focuses on causes and prevention of food-borne illness and the implementation of HACCP quality assurance systems. Instruction includes lecture, demonstrations and special projects. Each student takes the National Registry Food Service Manager Certification exam. Passing this confers both NRA (Nevada Restaurant Association) and Washoe County Food Service Manager certification.
Term Offered: Spring and Fall

CUL 101 - Sanitation/HACCP (CFPM) **Units: 1**
Passing this course confers both NRA (Nevada Restaurant Association) and Washoe County Health Department requirements to acquire a certification of Certified Food Protection Manager (CFPM). Course covers all aspects of food service sanitation, but focuses on causes and prevention of food-borne illness and the implementation of HACCP quality assurance systems. Instruction includes lecture, demonstrations, and special projects.
Term Offered: Spring and Fall

CUL 105 - Basic Skills Development **Units: 3**
Entry level course provides students with basic culinary skills to enroll in kitchen or baking production classes. Competencies include culinary history, professionalism, basic safety and sanitation, standardized recipe use and costing, basic nutrition and menu planning, introduction to ingredients, use of commercial kitchen equipment and hand tools, basic knife cuts and raw ingredient preparation. Students with previous culinary skills or training may challenge prior to the start of the semester.
Enrollment Requirements: Prerequisite or Corequisite: ENG 100 or higher.
Term Offered: Spring and Fall

CUL 106 - Understanding Culinary Techniques I **Units: 6**
Course teaches introductory hot food cookery with emphasis on product utilization, cost effectiveness, timing and presentation. Students practice traditional and modern cooking techniques and good nutrition. Students will receive hands-on practice utilizing moist and dry heat cooking methods. Students prepare sauces, soups, starches, vegetables and center of the plate entrees. Some menus include practical baking of quick breads and home baked desserts. Chef instructors make frequent demonstrations to reinforce and amplify recipes and lectures.
Enrollment Requirements: Prerequisite: CUL 100, CUL 105, and ENG 101 or ENG 113 or equivalent/qualifying test scores.
Term Offered: Spring and Fall

CUL 108 - Understanding Culinary Techniques II **Units: 6**
Continuation of CUL 106 covering the remainder of the portions of text not covered in CUL 105 or CUL 106. Instruction and kitchen expectations become more intense as students hone their skills on more difficult techniques and recipes. They will expand their repertoire in the preparation of sauces, proteins, starches, vegetables and fruits. Students receive a hands-on practical introduction to Garde Manger and the Bakeshop. Techniques and lectures augmented and reinforced by chef demonstrations.
Enrollment Requirements: Prerequisite: CUL 106.
Term Offered: Spring and Fall

CUL 114 - Buffet Catering **Units: 3**
An introduction to on and off premise catering. Students learn professional techniques used by caterers to developing and market services. They develop menus, practice writing proposals and contracts, plan and execute functions. In the kitchen students prepare typical caterer foods such as fruit and vegetable mirrors, canapes, hors d'oeuvres, tea sandwiches and buffet sweets. Students gain experience as they work with phyllo dough, puff pastry, eclair paste, pie and tart dough, savory butters and fillings.
Enrollment Requirements: Prerequisite: CUL 106.
Term Offered: Fall

CUL 125 - Principles of Baking **Units: 3**
Students learn fundamentals of bread and pastry making, with the emphasis on American products. Included are: baking ingredient properties, function and use of equipment, understanding bakery procedures, recipe conversion, proper storage and sanitation. Students produce home style products including pies, cookies, quick breads, yeast leavened goods, cakes and icings. Elementary cake decoration techniques are introduced; however, emphasis is on production of quality hand-crafted products.
Enrollment Requirements: Prerequisite: CUL 106.
Term Offered: Fall

CUL 130 - Garde Manger **Units: 3**
Course introduces students to the three main items of the cold kitchen; reception foods, canapes and hors d' oeuvres and buffet arrangements. Students gain hands-on experience in the production of pate, galantines, terrines, salads and other foods that enhance buffets. Students will also be introduced to the use of aspic, techniques of food sculpture and ice carving, plus modern ways of decorating and arranging platters.
Enrollment Requirements: Prerequisite: CUL 108
Term Offered: Spring

CUL 170 - Retail Deli and Bakery **Units: 3**
Course designed to teach professional food preparation and bake-off techniques applicable in a variety of food service environments - supermarket bakery and deli departments, convenience stores, cafeterias, fast food outlets and contract management companies. Structured to develop culinary skills while utilizing convenience foods and frozen bakery products. Emphasis on equipment use, proper handling and proofing of frozen dough, finishing and packing products, assembling sandwiches and platters and product display. Most of the course oriented toward working with convenience foods and bake-off techniques.
Enrollment Requirements: Prerequisite: CUL 106 and CUL 125.
Term Offered: Spring

CUL 195 - Selected Topics in Culinary Arts **Units: 1-6**
Course designed to bring students current topical information on problems and/or issues, skills and/or techniques in various areas of food service. This course may be repeated for up to six credits.
Term Offered: Spring and Fall

CUL 198 - Special Topics in Culinary Arts **Units: 0.5-6**
Various short courses and workshops covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Term Offered: Spring and Fall

CUL 200 - Aromatics/Restaurant Experience **Units: 4**
Feed the folks who visit the Golden Frog, TMCC's student run restaurant. Students develop team skills as they plan and implement menus, develop and cost recipes, cook and serve the food and wash the dishes. Enhance dishes by discovering seasonings and their characteristics. This is a realistic experience in running a restaurant, meeting time deadlines and satisfying customers. It gives students a look at running a successful restaurant while developing speed in the kitchen.
Enrollment Requirements: Prerequisite: CUL 108.
Term Offered: Spring

CUL 210 - American Regional Cuisine **Units: 3**
Through lecture and hands-on cooking, students explore seven American regional cuisines and their local food specialties - New England, Middle Atlantic, Deep South, Texas and Southwest, Midwest and Mountain States, Pacific Northwest, California and Hawaii. Authentic recipes and ingredients will be utilized. Correct cooking techniques and authentic traditional seasonings are emphasized.
Enrollment Requirements: Prerequisite: CUL 108.
Term Offered: Fall

CUL 220 - International Cuisine **Units: 3**
Through lecture and hands-on cooking, students explore seven important classical and trendy cuisines and some of their food specialties - French, German, Italian, Mexican, Japanese, Chinese and Caribbean. Authentic recipes and ingredients will be utilized. Correct cooking techniques and authentic traditional seasoning are emphasized.
Enrollment Requirements: Prerequisite: CUL 108.
Term Offered: Spring

CUL 225 - Advanced Baking **Units: 3**
An advanced course, utilizing CUL 125 principles with emphasis on more sophisticated American and European goods such as layered dough, baked custards, gelatinization, and restaurant type desserts. Students are expected to continue development of skills for producing quality products.
Enrollment Requirements: Prerequisite: CUL 125.
Term Offered: Fall

CUL 230 - Pastry Arts **Units: 3**
Course focus is on European style pastries and multi-portion desserts. Students gain experience making sponge cakes, butter creams, puff pastry, glazes and fillings, meringue, marzipan, chocolate and eclair dough. The emphasis on the production of fine pastry such as tea cookies, petit fours, chocolates and truffles, individual French pastries, tortes and gateau.
Enrollment Requirements: Prerequisite: CUL 125 and CUL 225.

CUL 245 - The Business Chef **Units: 3**
Course is intended to give the student the tools needed in today's tight labor market for advancement in the food service industry. Chefs, sous chefs, food managers, as well as owners, must know and understand food service math and the importance of the bottom line to an operations success. Students will be exposed to such topics as organizing a business's food costs, purchasing, equipment selection, facilities design, scheduling staff, calculate cost percentages, and breakeven points.
Enrollment Requirements: Prerequisite: ENG 100 or higher.
Term Offered: Spring

CUL 250 - Saucier **Units: 3**
This course teaches that sauces are created through patience, diligence and study and encourages the use of top quality ingredients. Students learn both classical and modern methods of sauce making and learn to use each sauce in at least one dish while learning other uses for the same sauce.
Enrollment Requirements: Prerequisite: CUL 106.
Term Offered: Fall

CUL 295 - Work Experience in Culinary Arts **Units: 1-6**
Students will apply knowledge and skills to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Available to students who have completed most core and major requirements and have a 2.5 G.P.A. Contact the Program Coordinator at 775-674-7917 for the application, screening and required skills evaluation. Up to six credit hours may be earned on the basis of 75 hours of internship for one credit.This course may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).
Enrollment Requirements: Prerequisite: CUL 108 and CUL 125 and department approval.
Term Offered: Spring

Dance (DAN)

DAN 101 - Dance Appreciation **Units: 3**
This course is an exploration of the world's first and most universal art form. Various forms of multicultural ethnic dance forms, plus an overview of popular dance forms, are explored through the use of lecture, video and demonstration. Satisfies the Diversity requirement for TMCC. Satisfies UNR Fine Arts core curriculum and applies as a general elective at UNLV.
Term Offered: Spring and Fall

DAN 132 - Jazz Dance (Beginning) **Units: 1**
Beginning techniques of jazz dance. May be repeated to a maximum of four credits.
Term Offered: Spring and Fall

DAN 133 - Jazz Dance (Beginning/Intermediate) **Units: 1**
Beginning/Intermediate work in the techniques of jazz dance. Repeatable up to four credits.
Enrollment Requirements: Prerequisite: DAN 132 or instructor approval.
Term Offered: Spring and Fall

DAN 135 - Ballet, Beginning **Units: 1**
Beginning techniques of ballet. May be repeated to a maximum of four credits.
Term Offered: Spring and Fall

DAN 136 - Ballet, Beginning/Intermediate **Units: 1**
Beginning/Intermediate work in the techniques of ballet. Repeatable up to four credits.
Enrollment Requirements: Prerequisite: DAN 135 or instructor approval.
Term Offered: Spring and Fall

DAN 138 - Modern Dance, Beginning **Units: 1**
Beginning techniques of modern dance. May be repeated to a maximum of four credits.
Term Offered: Spring and Fall

DAN 139 - Modern Dance, Beginning/Intermediate **Units: 1**
Beginning/Intermediate work in the techniques of modern dance. Repeatable up to four credits.
Enrollment Requirements: Prerequisite: DAN 138 or instructor permission.
Term Offered: Spring and Fall

DAN 144 - Tap Dance (Beginning) **Units: 1**
Beginning, basic techniques of tap dance. Repeatable up to four credits.
Term Offered: Spring and Fall

DAN 145 - Intermediate Tap Dance **Units: 1**
Intermediate Tap Dance is designed to reinforce the basic tap dance skills introduced in Beginning Tap Dance and to introduce students to new tap dance techniques. May be repeated for up to four credits.
Enrollment Requirements: Prerequisite: DAN 144.
Term Offered: Spring and Fall

DAN 188 - Choreography I: Improvisation for Composition **Units: 2**
Practical application of the techniques of improvisation for its use in composition.
Enrollment Requirements: Successful completion of at least one dance technique course in Jazz, Ballet or Modern or instructor approval.

DAN 232 - Jazz Dance (Intermediate) **Units: 1**
Intermediate work in the techniques of jazz dance.
Enrollment Requirements: Prerequisite: DAN 133 or instructor approval.
Term Offered: Spring and Fall

DAN 235 - Ballet (Intermediate) **Units: 1**
Ballet, Intermediate work in the techniques of ballet. Repeatable up to four credits.
Enrollment Requirements: Prerequisite: DAN 136 or instructor approval.
Term Offered: Spring and Fall

DAN 236 - Ballet (Intermediate/Advanced) **Units: 1**
Ballet (Intermediate/Advanced) work in the techniques of ballet. Repeatable up to four credits.
Enrollment Requirements: Prerequisite: DAN 235 or instructor approval.
Term Offered: Spring and Fall

DAN 238 - Modern Dance Intermediate **Units: 1**
Intermediate techniques of modern dance. May be repeated to a maximum of four credits.
Enrollment Requirements: Prerequisite: DAN 138 or equivalent.
Term Offered: Spring and Fall

DAN 239 - Modern Dance, Intermediate/Advanced **Units: 1**
Intermediate/Advanced work in the techniques of modern dance. Repeatable up to four credits.
Enrollment Requirements: Prerequisite: DAN 238 or equivalent experience.
Term Offered: Spring and Fall

DAN 244 - Tap Dance (Intermediate) **Units: 1**
Intermediate work in the techniques of tap dance. Repeatable up to four credits.
Enrollment Requirements: Prerequisite: DAN 145 or instructor approval.
Term Offered: Spring and Fall

DAN 281 - Dance Performance **Units: 1**
Learning of repertory and new choreography leading to formal and informal performance opportunities. Repeatable up to four credits.
Enrollment Requirements: Prerequisite: Audition and/or approval of instructor.

DAN 287 - Concert Dance Company **Units: 1**
Professionally structured rehearsal of repertory and new choreography in preparation for formal performances, educational outreach programs and possible touring. May be repeated for up to four credits.

DAN 288 - Choreography II: Elements of Dance Composition **Units: 3**
Elements of dance composition including experience in spatial relationships, dynamics, movement qualities and design. Exploration of these elements through movement studies.
Enrollment Requirements: Prerequisite: DAN 188.

DAN 295 - Independent Study: Dance **Units: 1-3**
Tutorial study of special projects in Dance. A student submits a detailed project description and the objectives and learning outcomes specific to the project are formulated by the instructor and student.
Enrollment Requirements: Prerequisite: Approval of instructor.

Dental Assisting (DA)

DA 101 - Infection Control in the Dental Office/Sterilization Technician **Units: 3**
Introduction to infection prevention in the dental office and management of hazardous materials. Hazardous materials management, OSHA Bloodborne Pathogen Standard, personal protective equipment (PPE), and disease transmission protocol. Introduction and application of surface disinfection and instrument sterilization techniques. This course can be used for preparation for the Dental Assisting National Board Infection Control Exam. The information in this course can be used by those individuals seeking a position as a dental sterilization technician. *This is an online course with two mandatory class meetings. Discussion participation is required.
Transferability: May not transfer towards an NSHE bachelor's degree

DA 102 - Entry Level Radiation Health and Safety **Units: 6**
Introduction to radiation health and safety protocols for those students needing formal training, more experience, new hires, and on the job trained assistants. Students completing the course will be eligible to sit for the Dental Assisting National Board Radiation Health and Safety Examination upon completion of this course. General dental anatomy and terminology. Placing, exposing, developing and mounting intraoral films, and taking digital X-rays. Infection control techniques will be practiced during film exposure and processing. Hybrid course online and mandatory labs meeting for a total of 22.5 hours.
Transferability: May not transfer towards an NSHE bachelor's degree

DA 103 - Introduction to the Basics of Clinical Dental Assisting **Units: 6**
Introduction to Clinical Dental Assisting entry-level skills for those students requiring formal training, new hires, and on the job trained assistants. Introduction to the history of dental assisting, general dental anatomy, professional and legal aspects of dental assisting. Introduction to medical emergencies in the dental office, patient pain, and anxiety control. Introduction to basic preventative, restorative, and laboratory procedures. Including moisture control, alginate impressions, office pours, coronal polishing, and sealants. Hybrid course online and mandatory labs meeting for a total of 22.5 hours.
Transferability: May not transfer towards an NSHE bachelor's degree

DA 110 - Orientation to Dental Assisting **Units: 2**
A survey of dental careers to include the legal, ethical, moral and professional responsibilities of dental personnel in the practice of dentistry. Personal requirements, professional conduct, interpersonal relationships, methods of acquiring and training certification of the dental assistant, recognition of dental forms, an introduction to dental and medical terminology, cultural considerations in patient care and interprofessional practice. Two (2) hour of class time per week.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to the Dental Assisting Program.
Term Offered: Fall

DA 111 - Dental Radiography I **Units: 3**
The intraoral paralleling technique with its variables; production, characteristics and biologic effects of radiation; function, components and operation of the X-ray unit; radiation protection and monitoring; components and care of X-ray film; chemistry and techniques associated with X-ray film and the developing solutions. Review of anatomical landmarks, X-ray placement, identification and correction of radiographic errors; recording pertinent data; specialized procedures and techniques for pediatric dentistry.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to the Dental Assisting Program.
Term Offered: Fall

DA 112 - Dental/Head and Neck Anatomy **Units: 3**
The anatomy and physiology of the head and neck are included. Embryology, histology, tooth morphology, occlusion, and periodontal tissues are studied with special emphasis on tooth forms. Developmental and structural defects involving the oral cavity and teeth. Three (3) hours lecture are required per week.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to the Dental Assisting Program.
Term Offered: Fall

DA 115 - Dental Health Education **Units: 1**
Principles of preventive dentistry to include: nutritional physiology, essentials and counseling effect of nutrition on dental health; epidemiology, etiology and prevention of dental disease; design and management of a plaque control program and additional preventive measures, i.e., fluoride and sealant utilization. One (1) hour of class time per week is required.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to the Dental Assisting Program.
Term Offered: Fall

DA 116 - Preclinical Dental Science **Units: 1.5**
Principles of microbiology, disease transmission, the universal numbering system, dental clinical charting with geometric and anatomical representations, periodontal charting, local anesthetic, vital signs and emergency prevention are discussed in depth. An introduction to body systems; respiratory and circulatory as they impact dental care delivery are presented.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to the Dental Assisting Program.
Term Offered: Fall

DA 117 - Dental Materials and Techniques I **Units: 2**
An in-depth, comprehensive course of the properties, techniques and manipulation of dental materials used in operative dentistry. The dental materials discussed are bases and varnishes, amalgam and components, aesthetic and posterior composites, cements and impression materials. One two-hour lecture each week.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to the Dental Assisting Program.
Term Offered: Fall

DA 119 - Dental Chairside Procedures **Units: 5**
A course designed for the development of laboratory proficiency in the dexterity and professional competencies needed to assist in four and six handed dentistry procedures utilized in general dentistry. Demonstration of proper posture and form at chair side, positive communication, sterilization and disinfecting, manipulation of dental materials, adherence to infection control protocols and OSHA requirements of instrument names. Use and care are stressed. Two hours of lecture and eleven (11) hours laboratory are required each week. Completion of this course satisfies 3 hours of instruction toward completing the embedded math curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to the Dental Assisting Program.
Term Offered: Fall

DA 121 - Dental Radiography II **Units: 2**
Bisecting the angle intraoral technique adapted to an adult and pediatric manikin; evaluation of film quality; recognition of anomalies with differential tissue densities; preliminary film interpretation for charting and tray setup; specialized procedures for endodontia, the edentulous and geriatric patient; panoramic radiography lateral jaw and skull surveys; legal considerations.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to the Dental Assisting Program.
Term Offered: Spring

DA 122 - Clinical Dental Science **Units: 2**
A continuation of DA112 including the study of oral pathology, pharmacology, medical emergencies. Also included is an introduction of body systems: muscular, skeletal, endocrine, exocrine and reproductive systems.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to the Dental Assisting Program.
Term Offered: Spring

DA 123 - Practice Management and Procedures **Units: 1-3**
Principles of dental office routine, management of dental office supplies, team responsibilities, receptionist and secretarial duties, dental bookkeeping, appointment control, laboratory prescriptions, letter writing, collections, telephone technique and filing. Employment interview techniques, employee rights and benefits, and an introduction to computer application in a dental office.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to the Dental Assisting Program.
Term Offered: Spring

DA 125 - Supervised Clinical I **Units: 5**
A continuation of DA119 elevating laboratory proficiency to clinical proficiency in accordance with the State Dental Practice Act during one (1) to two (2) rotations in selected private dental practices and public clinics. One hour lecture and 16 to 24 clinical experience hours per week. Students are expected to complete 180-225 clinical hours of the program total of 300 clinical hours, in this course.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to the Dental Assisting Program.
Term Offered: Spring

DA 127 - Dental Materials and Lab Techniques II **Units: 2**
A practical, hands-on study of dental laboratory equipment safety and utilization of materials such as plaster/stone/die, model trimming, custom tray acrylic, aluminum and acrylic temporaries, simple orthodontic appliances and prosthodontic cleaning and polishing.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to the Dental Assisting Program.
Term Offered: Spring

DA 135 - Supervised Clinical II **Units: 5**
A continuation of DA 125 with clinical training in dental specialties, i.e., endodontics, oral surgery, orthodontics, pediatric dentistry, periodontics, prosthodontics and an overview of oral pathology and dental public health. Thirty (30) hours of lecture and 128 hours of clinical experience are required.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to the Dental Assisting Program.
Term Offered: SUMMER

DA 137 - Specialized Dental Assisting **Units: 1**
An introduction to dental assisting as it relates to the specialties in dentistry, orthodontics, pedodontics, oral surgery, periodontics, endodontics, and prosthodontics. A survey of the role of the dental assistant in public health dentistry is included.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to the Dental Assisting Program.
Term Offered: SUMMER

DA 198 - Special Topics Dental Assisting **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.

DA 285 - Selected Topics in Dental Assisting **Units: 1-6**
A course designed to assist the working dental assistant in updating, reviewing and increasing proficiency in a variety of dental assisting areas. One (1) hour class time per week for each credit is required.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to the Dental Assisting Program.

DA 290 - Internship in Dental Assisting **Units: 1-8**
A course designed wherein students will apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Available to students who have completed all core and major requirements and have a 2.5 GPA. Contact the appropriate chairperson for the application, screening and required skills evaluation. Up to 8 semester hour credits may be earned on the basis of 100 hours of internship for 1 credit. May be repeated for up to 8 credits.

Dental Hygiene (DH)

DH 102 - Oral Biology **Units: 4**
Histology and embryology of oral structure formation. Clinical recognition of normal oral structures, study of physiological and structural functions of the teeth, head and neck and supporting tissues.
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.
Term Offered: Fall

DH 103 - Head and Neck Anatomy **Units: 2**
Anatomy of the head and neck with emphasis on structure and physiology of the oral cavity.
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.
Term Offered: Fall

DH 209 - Pain and Anxiety Control **Units: 3**
Administration of local anesthetics and nitrous oxide/oxygen analgesia. Pharmacological agents, physical and emotional evaluation of patients, anatomy and neurophysiology. Management of related medical emergencies. (2 hours lecture, 3 hours laboratory.)
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.
Term Offered: Spring

DH 299 - Independent Study **Units: 1-5**
Covers selected topics of interest to dental hygiene students, including review of Dental Hygiene National Board Examination. Graded pass/fail only.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.

DH 304 - Dental Hygiene Theory I **Units: 3**
This course is designed to introduce the student to dental hygiene practice which includes the role of the dental hygiene professional, dental hygiene process of care, evidence-based dental hygiene practice, ethical decision making, medical emergency care, medical and dental histories, extra/intra-oral examinations, dental biofilm, deposits, stains, fluorides, periodontal disease and carious lesion development and classifications, calculus classifications, documenting calculus, occlusal assessments, caries and restorations, treatment planning, oral infection control, and dental hygiene appointment procedures.
Enrollment Requirements: Prerequisite: Current enrollment in the Dental Hygiene Program and successful completion of DH 306 Preventative Oral Health.

DH 305 - Pre-Clinical Practice **Units: 3**
Must be taken concurrently with DH 304 Dental Hygiene Theory I. This course focuses on clinical application processes which include infectious diseases, infection and exposure control. Concept and skill application to include sterilization, dental unit operation and maintenance, ergonomics, patient medical/dental history assessment, patient vitals, emergency care, basic instrument design, principles of instrumentation techniques, dental , extra/intra-oral assessment, introduction to periodontal and dental charting, inspection of teeth, dental hygiene diagnosis and care planning, oral prophylaxis, disclosing, coronal polishing, fluoride application, patient management, time management, documenting manual and electronic information in a dental software system. Students are required to pass instrumentation proficiencies on a typodont, prior to applying their instrumentation skills on a student classmate. Students will be required to bring in two patients for assessments, building upon their skill level. An instrumentation practicum exam will be required as part of the exit exam to move into DH 315 Clinical Practice I.
Enrollment Requirements: Current enrollment in the Dental Hygiene Program and successful completion of DH 310 Introduction to Dental Hygiene.

DH 308 - Dental Materials **Units: 2**
Introduction into the physical properties of dental materials, including laboratory experience in manipulation and preparation of dental materials commonly used in dental practice.
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.

DH 310 - Foundations of Dental Hygiene Practice **Units: 3**
This course is designed to introduce the student to dental terminology, introduction to infectious diseases and infection and exposure control, basic concepts of oral health and prevention, oral disease process, role of saliva, product evaluation, human needs assessment, behavior modification, learning principles, deposits, stains and fluoride. Students will have an opportunity to develop a time management schedule, present evidence-based information on oral healthcare products and develop an oral hygiene instruction flip chart which will be utilized by the student when treating patients in the dental clinic setting throughout the two year program.
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.

DH 311 - Pharmacology **Units: 2**
A study of drugs by groups with special emphasis on those used in dentistry including their physical and chemical properties, dosage and therapeutic effects.
Enrollment Requirements: Prerequisite: Current enrollment in the Dental Hygiene Program and successful completion of all first semester courses.

DH 312 - General and Oral Pathology for the Dental Hygienist **Units: 3**
DH 312 is designed to assist students in recognizing pathological processes and differentiating the normal from the abnormal by providing the fundamentals of gross pathology of disease, healing, repair and regression in the oral cavity and human body. The focus is on the role of the dental hygienist in recognizing deviations from normal, documentation, differential diagnosis, patient education on prevention, early detection and referral.
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.

DH 313 - Periodontic Principles I **Units: 2**
The focus of Periodontic Principles I is on advanced instrumentation, ultrasonic devices, root planing, gingival curettage, subgingival irrigation, hypersensitivity treatment, instrument sharpening and care, care of dental implants and oral prostheses, and other adjunctive treatments.
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.

DH 314 - Oral Radiology and Interpretation **Units: 3**
Focuses on the study of the theory of radiology, the techniques of film exposure, processing, mounting and interpretation. Radiation dosage and hazards as well as protection services for patient and operator are emphasized.
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.

DH 315 - Clinical Dental Hygiene I **Units: 3**
This course has a clinical and seminar component. The clinical component is designed to focus on application of clinical practice including, infection and exposure control, sterilization, ergonomics, emergency care, oral prophylaxis, patient medical/dental assessment, extra/intra oral assessment, caries and periodontal risk assessments, periodontal and dental charting, nutrition and diet counseling, oral hygiene education, digital/radiography imaging, inspection of teeth, dental hygiene diagnosis and care planning, instrumentation skills and techniques, patient management, health promotion and disease prevention, patient scheduling, re-care systems, documenting manual and electronic information in a dental software system. The seminar component focuses on research, patient case presentations, clinic journal reflections, continuation of electronic portfolio from first semester, and discussions and review of clinical policies, processes and procedures.
Enrollment Requirements: Current enrollment in the dental hygiene program and successful completion of all first semester dental hygiene courses.

DH 403 - Periodontic Principles II **Units: 2**
Fundamental principles of periodontics, etiology, histo-pathology, classification of gingival and periodontal diseases, assessment, prevention and non-surgical treatment.
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.

DH 404 - Research Methodology **Units: 2**
This course is designed to introduce students to the research process and how it applies to evidence-based patient care. Emphasis is on research design and methods, scientific databases and evidence-based strategies. Application of research methods and statistical techniques to the critical evaluation of current scientific literature will be addressed. Evidence-based decision making and development of critical thinking skills will be discussed.
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.

DH 405 - Clinical Dental Hygiene II **Units: 4**
A continuation of Clinical Dental Hygiene Practice I. Clinical practice in application of the following: Infection and exposure control, sterilization, ergonomics, emergency care, oral prophylaxis, patient medical/dental assessment, extra/intra oral assessment, caries and periodontal risk assessments, periodontal and dental charting, nutrition and diet counseling, oral hygiene education, digital/radiography imaging, inspection of teeth, dental hygiene diagnosis and care planning, instrumentation skills and technique, patient management, pain management, health promotion and disease prevention, patient scheduling, re-care and manual and electronic documentation in a dental software system; with increased levels of achievement in all dental hygiene skills.
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.

DH 407 - Dental Public Health Concepts **Units: 2**
DH 407 is the first in a series of two courses in the study of community dental health problems and disparities within the integrated health care system. (DH 417 Community Dental Health is the continuation.) The main focus is on local, state, and federal public health agencies, dental hygiene public health career options, the epidemiology of oral diseases, public prevention programs and measures, evaluation of research design and scientific literature and statistical data related to public health, methods of assessing the oral health status and needs of a population, with an emphasis on designing oral health educational programs/materials for a population based on their needs.
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.
Term Offered: Fall

DH 409 - Ethics, Law, and Business Practices **Units: 2**
The study of ethics, jurisprudence, business practices, finance, management, and policy creation for oral health care professionals, programs and businesses. This course examines current societal and professional issues and their impact on dental hygiene practices and management. This course will cover the following areas: planning, strategy and leadership, legal and ethical issues affecting businesses in the oral health care sector, financial statements, and professional considerations. The course will prepare students to take the Nevada Dental Hygiene Law and Ethics exam required for licensing as a Registered Dental Hygienist.
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.
Term Offered: Spring

DH 410 - Foundations of Inter-Professional Collaborative Practice **Units: 2**
This course is the first in a two course sequence for second year dental hygiene students and is designed to introduce healthcare students to inter-professional education (IPE) and collaborative practice and the evidence base that supports its effectiveness. The students will actively work within inter-professional student teams focusing on understanding professions' roles and responsibilities, scope of practice and a collaborative approach to patient-centered care with emphasis on impact of culture on healthcare delivery, respectful team interaction, effective communication and evidence-based practice.
Enrollment Requirements: Current enrollment in the dental hygiene program and successful completion of all first year dental hygiene courses.

DH 411 - Dental Public Health Field Experience **Units: 1**
This course will prepare the student to function as effective oral health educator, practitioner, and resource person in public health settings. This course involves 3 hours per week of field work. Some rotations will be arranged by instructor, others will be arranged by the student with prior approval from the instructor. Externship rotations may include, but are not limited to the VA dental clinic, Indian Health Service dental clinics, Community Health Alliance dental clinic, Early Head Start or Head Start programs, Future Smiles, Remote Area Medical events, nursing homes, oncology or memory care facilities, homeless shelters, and public schools.
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.

DH 413 - Periodontic Principles III **Units: 1**
Advanced study of periodontology with emphasis on new surgical modalities and equipment. Orientation to all aspects of periodontal practice.
Enrollment Requirements: Prerequisite: Successful completion of DH 403 and acceptance to the Dental Hygiene Program.

DH 415 - Clinical Dental Hygiene III **Units: 4**
A continuation of Clinical Dental Hygiene Practice II. Clinical application of diagnostic, preventive, and therapeutic procedures utilized in patient care by a dental hygienist with increased levels of achievement in all dental hygiene skills.
Enrollment Requirements: Acceptance to Dental Hygiene Program Successful Completion of DH405

DH 416 - Inter-Professional Collaborative Practice Field Experience **Units: 2**
This is the final course in a two-part series focusing on Inter-professional education. This course is designed to give students the opportunity to take concepts learned in DH 410 Foundations of Inter-professional Collaborative Practice and apply skills and knowledge during external clinical enrichment rotations in the community. Clinical rotation sites may include but are not limited to, hospitals, medical offices, short and long-term care facilities. This course will give the students the opportunity to present their inter-professional collaborative practice team experience to their classmates as a way of self-reflective practice to improve upon professional growth.
Enrollment Requirements: Current enrollment in the dental hygiene program and successful completion of DH 410 Foundations of Inter-Professional Collaborative Practice.

DH 417 - Community Dental Health **Units: 2**
DH 417 Community Dental Health is the continuation of DH 407 Dental Public Health Concepts. This course is designed to prepare the student to function as an effective oral health practitioner, educator, and resource person in a variety of community health settings. Evidence-based decision making will be applied to dental public health settings. Community water fluoridation, other forms of fluoridation, and other public health methods of primary prevention will be explored in terms of cost efficiency, efficacy, and safety. The role of the dental hygienist in tobacco cessation education will be emphasized. Scientific communication methods such as research posters and table clinics and formats will be discussed.
Enrollment Requirements: Prerequisite: Acceptance into Dental Hygiene Program and passing grade in DH 407.
Term Offered: Spring

DH 420 - Dental Management of Special Patients **Units: 2**
This course provides the foundation for critical decision making in the management of medically compromised patients during oral health care treatment within the integrated healthcare system, with a special emphasis on the geriatric patient. The major focus is on precautions and treatment modifications needed to safely treat patients with physical or mental complications and protocols for preventing and managing medical emergencies.
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.

DH 440 - Capstone I **Units: 1**
First in a series of two capstone courses. Students may work independently or in groups of two. This course will focus on the introduction to the capstone project and evaluation of scientific, evidence-based literature, and ethical research methods. Basic research design components and writing skills will be reviewed. Community partners will be identified, if applicable to the project. Students will conduct field work to identify an area of interest by contacting organizations, businesses, or educational institutions to discuss feasibility of project ideas and availability of participation. Emphasis will be on the development of a capstone project on a dental hygiene related topic taking into consideration the education level, SES, ethnicity, gender, age and cultural considerations of their their intended target population or audience. Projects could potentially involve, but are not limited to clinical research, interprofessional collaboration, public health, or education. Students will design a project proposal, including description of their target group/intended audience, project description, assessment tools, literature review, goals and objectives and target population specific activities/lesson plans or research design including materials and methods.
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.

DH 442 - Capstone Seminar II **Units: 2**
This is the final course in the series of two capstone project courses. Mechanisms to evaluate the project outcomes and identify what statistical analyses methods will be used will be determined prior to implementation. Field work to implement the project will be completed and outcome data will be collected and analyzed. Program evaluation will be completed. Final version of written project will be completed. Communication format (oral presentation or poster presentation) for sharing project and outcomes will be completed.
Enrollment Requirements: Prerequisite: Acceptance to the Dental Hygiene program.

Diesel Tech (DT)

DT 101 - Basic Diesel Engines **Units: 4**
This course introduces the student to basics of diesel fundamentals through the use of lectures, films, visual inspection and demonstrations. The course objective is to build an educational foundation that will support advanced learning in diesel repair, troubleshooting and preventive maintenance. This course satisfies 12 hours of instruction toward completing the embedded math curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. This course satisfies 15 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree

DT 106 - Heavy Duty Transmissions and Power Trains **Units: 5**
This course is designed to expose the student to the theory, operation and service techniques used in maintaining and repairing manual and automatic transmissions. Drive trains, clutches, differentials, power dividers, reduction gears and power takeoffs will be covered.
Transferability: May not transfer towards an NSHE bachelor's degree

DT 107 - Heavy Duty Drive Trains **Units: 5**
This course provides students with introductory level basics on Heavy Duty Drive Trains including study in components, maintenance, diagnostics and repair. This course exceeds the student contact hours required for NATEF/ASE certification and prepares the learner for the ASE Certification Examination in Medium/Heavy Duty Drive Trains which assures the learner's ability to succeed as an entry-level Heavy Duty Drive Train technician specialist.
Transferability: May not transfer towards an NSHE bachelor's degree

DT 110 - Heavy Duty Electrical Systems **Units: 3**
This course provides the student with theory, knowledge, information and basic skills for the understanding of electricity and how it pertains to diesel powered equipment. Topics will include starters, charging, electrical controls, power generation and electrical systems.
Transferability: May not transfer towards an NSHE bachelor's degree

DT 130 - Heavy Duty Hydraulics **Units: 2**
Theory of operation and service for heavy duty off-road vehicles and equipment. Topics will include diagnosis and repair of hydraulic pumps, motors, cylinders, and control valves.
Transferability: May not transfer towards an NSHE bachelor's degree

DT 198 - Special Topics in Diesel Technology **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree

DT 201 - Diesel Brakes and Pneumatics **Units: 3**
This course provides students with introductory level basics on Medium/Heavy Duty Truck Brake systems including study in components, maintenance, diagnostics and repair. This course exceeds the student contact hours required for NATEF/ASE certification and prepares the learner for the ASE Certification Examination in Brake Systems which assures the learner's ability to succeed as an entry-level medium/heavy duty truck technician specialist. This course satisfies 8 hours of instruction toward completing the embedded math curriculum requirements, in accordance with Embedded Curriculum Guidelines, Option A. This course satisfies 7 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines, Option A.
Transferability: May not transfer towards an NSHE bachelor's degree

DT 210 - Advanced Diesel Engines **Units: 4**
This course provides students with introductory level basics on diesel engines including study in components, maintenance, diagnostics and repair. This course exceeds the student contact hours required for NATEF/ASE certification and prepares the learner for the ASE Certification Examination in Diesel Engines and entry-level employment as an engine technician specialist. This course is repeatable for up to fourteen credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Co-requisite/Prerequisite: DT 101.

DT 211 - Light Duty Performance **Units: 2**
Course will familiarize the student with specific makes of diesel fuel injection equipment used in a worldwide market. Upon completion of the course, students will be able to troubleshoot and service a variety of diesel powered equipment. This course satisfies 10 hours of instruction toward completing the embedded math curriculum requirements, in accordance with Embedded Curriculum Guidelines, Option A. This course satisfies 5 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines, Option A.
Transferability: May not transfer towards an NSHE bachelor's degree

DT 217 - Electronic Fuel Injection II **Units: 3**
This course will cover advanced topics in Cummins diesel powered equipment. Specific topics in preventive maintenance, trouble shooting and repair of computer controlled fuel injection systems will be covered.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Co-requisite/Prerequisite: DT 101 and DT 210.

DT 235 - Steering and Suspension **Units: 2**
This course provides students with introductory level basics in Medium/Heavy Duty Truck Steering and suspension including study in components, maintenance, diagnosis and repair. This course exceeds the student contact hours required for NATEF/ASE certification and prepares the learner for the ASE Certification Examination in Light/Heavy Duty Truck Steering and Suspension Systems which assures the learner's ability to succeed as an entry-level medium/heavy duty truck technician specialist. This course satisfies 5 hours toward completing the embedded math curriculum requirements, in accordance with Embedded Curriculum Guidelines, Option A. This course satisfies 5 hours toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines, Option A.
Transferability: May not transfer towards an NSHE bachelor's degree

DT 250 - Preventive Maintenance **Units: 2**
This course provides students with introductory level basics in preventive maintenance including study in components, maintenance, diagnostics and repair. This course exceeds the student contact hours required for NATEF/ASE certification and prepares the learner for the ASE Certification Examination in Preventive Maintenance which assures the learner's ability to succeed as an entry-level medium/heavy duty truck technician specialist.This course satisfies 5 hours of instruction toward completing the embedded math curriculum requirements, in accordance with Embedded Curriculum Guidelines, Option A.This course satisfies 7 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines, Option A.
Transferability: May not transfer towards an NSHE bachelor's degree

DT 290 - Internship in Diesel Technology **Units: 0.5-6**
The purpose of this course is to provide diesel power technology students with the opportunity to supplement course work with practical work experience related to the student's Program Session I classroom and lab experience. The course is an extension to and application of the classroom learning through work experience under immediate supervision of experienced personnel at the industry work site. A qualified faculty member directly supervises the student's internship experience by working closely with the student and the employer through telephone contact, site visitations, student reports and reports from the student's supervisor. Credit is awarded (at a rate of 75 hours of work per credit) for the accomplishment of individualized specific occupational learning objectives written by the employer, student and faculty member; maintenance of time sheets; and final report. Student grades will be assigned as a cooperative effort between the faculty member and the job supervisor. May be repeated for 12 credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: DT 101, DT 202 and DT 211, with 2.0 average and approval of the instructor.

Drafting (DFT)

DFT 100 - Basic Drafting Principles **Units: 3-4**
This entry level drafting course covers use of drafting instruments, lettering, perception theories, geometric and multi-view problem solving, sketching and dimensioning.
Term Offered: All Semesters

DFT 110 - Print Reading for Industry **Units: 3**
A course designed to provide the fundamental concepts in reading technical drawings required by machine shops, engineering, electrical and welding industries. The course will start with simple prints and proceed to more advanced prints.This course satisfies 6 hours of instruction toward completing the embedded mathematics curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree

DFT 240 - Introduction to 3D Studio Max **Units: 3**
This course is an introduction to 3D StudioMax. Topics covered will include the 3D StudioMax program interface, managing object and project files, creating a basic scene, modeling, lighting, the materials editor, animation techniques, output of images and animations and introduction to the special effects and plug-in capabilities of 3D Studio Max.
Enrollment Requirements: Prerequisite: CADD 105.
Term Offered: Fall

Early Childhood Education (ECE)

ECE 121 - Parent Caregiver Relationships **Units: 1**
This course focuses on effective, positive communication skills to enhance family-teacher relationships in early childhood education programs. Students will learn formal and informal verbal and written communication strategies. Daily interactions, newsletters, phone conversations, informational bulletin boards, record keeping, family conferences and home visits will be introduced as methods of communication.
Term Offered: Fall

ECE 123 - Health and Nutrition for Young Children **Units: 1**
This course focuses on the physical development, nutrition, health, safety and childhood illnesses and diseases of young children in early childhood education programs. Students are introduced to menu planning, selecting safe equipment and toys, routines to ensure good health, policies on safety and illness, and integrating nutrition and health into the early childhood curriculum.
Term Offered: Spring

ECE 124 - Sensorimotor Development in Infants and Toddlers **Units: 1-3**
This course is the study of sensorimotor development of young children from birth to age three. Students will be introduced to child development theory, as well as how to develop activities and materials to foster sensory and motor skills in infants and toddlers.
Term Offered: Spring and Fall

ECE 125 - Language Development Infant Toddler **Units: 1**
This course is the study of language development in young children from birth to age three. Students will be introduced to child development theory, as well as how to develop activities and materials to foster language skills in infants and toddlers.
Term Offered: Spring and Fall

ECE 126 - Social/Emotional Development for Infants and Toddlers **Units: 1-3**
The course is the study of social/emotional development in young children from birth to age three. Students will be introduced to child development theory, as well as how to develop activities and materials to foster social/emotional skills in infants and toddlers.
Term Offered: Spring and Fall

ECE 127 - Role of Play for Infants and Toddlers **Units: 1**
This course is the study of the role of play as it affects the social, emotional, physical and intellectual growth and development of young children from birth to age three. Students will be introduced to theory and research on play, as well as how to develop activities and materials to foster play in infants and toddlers.
Term Offered: Spring and Fall

ECE 128 - Self Help Skills for Infants and Toddlers **Units: 1**
This course is the study of self-help skills in young children from birth to age three. Students will be introduced to child development theory and research related to self-help skills, as well as how to develop activities and materials to foster self-help skills in infants and toddlers.
Term Offered: Spring and Fall

ECE 129 - Environments for Infant and Toddler **Units: 1-2**
The course focuses on how to establish and maintain developmentally appropriate, high quality infant/toddler environments in early childhood education programs. Students learn about the importance of relationship-based care, health and safety, space utilization, selecting appropriate equipment and materials, aesthetics, and making accommodations for children with differing abilities.
Term Offered: Spring and Fall

ECE 130 - Infancy **Units: 3**
The course will provide a comprehensive introduction to the principles and basic concepts of the development of the child from conception to age three. Emphasis on the physical, emotional and social growth of the infant as well as understanding of the parenting process and the development of parenting skills.
Term Offered: Spring and Fall

ECE 151 - Math in the Preschool Curriculum **Units: 1**
This course focuses on math in the preschool curriculum for young children in early childhood education settings. Students will learn how to plan activities and select materials to develop mathematics readiness, including math concepts such as shapes, counting sets, number sense, estimation, patterns, sorting, and classification.

ECE 152 - Science in the Preschool Curriculum **Units: 1**
This course is the study of science in the preschool curriculum for young children in early childhood education settings. Students will learn how to plan developmentally appropriate activities and select materials to support science concepts including observation, experimentation, and exploration of the world around them.

ECE 154 - Literature for Preschool Children **Units: 1**
This course focuses on the elements of quality literature for young children in early childhood education settings. Students learn criteria for selecting and using children's literature, techniques for effective read-alouds, and other story telling strategies with and without visual aids.

ECE 155 - Literacy and the Young Child **Units: 1**
This course focuses on teaching literacy skills to young children in early childhood education programs. Students learn about the developing auditory and visual perception skills of preschoolers, as well as effective techniques to support literacy development including listening, speaking, pre-reading and pre-writing skills.

ECE 156 - Music in the Preschool Curriculum **Units: 1**
This course focuses on teaching techniques and music activities for preschool children in early childhood education settings. Students learn methods of including music in the preschool curriculum, including songs, finger plays, dance and rhythm activities.

ECE 157 - Art in the Preschool Curriculum **Units: 1**
This course is the study of creative art for young children in early childhood education settings. Students will learn how to plan activities and select materials to develop creative expression and enjoyment of art through the use of a wide range of materials.

ECE 158 - Activities for Physical Development in Young Child **Units: 1**
This course focuses on the physical development of young children in early childhood education settings. Students learn how to plan physical development activities, and select materials and equipment to support fine and gross motor development and coordination in preschool children both indoors and outdoors.

ECE 161 - Social Studies in the Preschool Curriculum **Units: 1**
This course focuses on how to develop activities and materials for teaching social studies in early childhood education programs. Students will learn specific content appropriate for young children drawn from geography, history, economics, civics, government, and social emotional development. Strategies for teaching children about themselves, their families and their communities, as well as an introduction to multi-cultural and anti bias-curriculum will also be explored.

ECE 167 - Child Abuse and Neglect **Units: 1**
This course is an overview of the definitions, signs, and causes of child abuse and neglect. Students learn how and when to report suspected child abuse and neglect. The course also includes a discussion of the roles and responsibilities of community agencies such as law enforcement, social services, child care personnel, medical and psychosocial professionals.

ECE 168 - Infectious Diseases and 1st Aid in Childcare **Units: 1**
This course focuses on infectious diseases and first-aid measures for young children in early childhood education settings. Students learn how to recognize communicable and acute illnesses, manage accidents and injuries, take measures to prevent the spread of illness and disease, and provide health education in early childhood education programs. Current research and community resources available to address childhood illness and first aid will also be explored.

ECE 169 - Bilingual and Multicultural Experience in ECE **Units: 1**
This course is an introduction to multicultural and anti-bias curriculum goals and methodology in early childhood education, including the life-styles, values, and experiences of children from bilingual/bi-cultural families. Students are introduced to strategies, materials and resources designed to help enhance multicultural and anti-bias experiences in the early childhood classroom. An introduction to working with dual language learners and in bilingual and two-way immersion environments is also explored.

ECE 190 - Professionalism in Early Care and Education **Units: 3**
This course focuses on professional issues in Early Childhood Education including knowing about and upholding ethical guidelines and other professional standards related to early childhood practice; involvement in the early childhood field through professional organizations and activities; principles of effective leadership and advocacy for young children and for the early childhood profession; and public policy at the local, state, and national levels to support early childhood education in appropriate ways.

ECE 198 - Special Topics in ECE **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects in child development. The course will be of variable one-half to six credits depending on the course content and number of hours required. The course may be repeated up to a total of six credits.

ECE 200 - The Exceptional Child **Units: 3**
This course is a study of young children with differing physical, social/emotional, language, and/or cognitive abilities. Students are introduced to typical and exceptional development, specific developmental disabilities, as well as strategies for including all children in early care and education programs. Adaptive teaching approaches to support children with differing abilities, working with families of exceptional children, and behavior and classroom management strategies are also explored.
Term Offered: Spring and Fall

ECE 204 - Principles of Child Guidance **Units: 3**
This course is a study of effective use of positive techniques to guide child behavior in early childhood settings. Emphasis is placed on the role of the early childhood professional in using specific positive techniques to help children build positive self-concepts and individual strengths within the context of appropriate limits and discipline. The study includes uses of direct and indirect guidance techniques as well as introduction to guidance systems. This course requires 15 hours of field experience in an early childhood classroom. Field experiences are focused learning opportunities that require the student to practice specific skills working with young children. Students must complete the field experience through TMCC. Students are required to have fingerprints, an approved background check, and a clear TB test prior to enrolling in courses with field experience. If a student fails to meet these requirements, or if the background check is not approved, the student will not be permitted to participate in courses with field experience. Students must work with the instructor to arrange a field experience schedule and placement site.
Term Offered: Spring and Fall

ECE 210 - Observation, Documentation and Assessment of Young Children **Units: 3**
This course focuses on how to observe, document, and assess the growth and development of young children in early care and education settings. Students learn and practice a variety of appropriate observation techniques, documentation methods, and assessment strategies and tools. Students are introduced to the goals, benefits, and uses of assessment for young children. Confidentiality and assessment partnerships with families and other professionals are also explored.
Enrollment Requirements: Prerequisite: ECE 250.

ECE 231 - Preschool Practicum: Early Childhood Lab **Units: 1-5**
All ECE degrees require courses with practicum experience in early childhood classrooms with young children (birth to age five). Practicum experiences are focused student teaching experiences that require the student to demonstrate specific skills in an early childhood classroom with young children.* Students must complete the practicum experience through TMCC.* Students are required to have fingerprints, an approved background check, and a clear TB test prior to enrolling in practicum experience courses. If a student fails to meet these requirements, or if the background check is not approved, the student will not be permitted to participate in courses with practicum experience.* Students must meet all of the prerequisite/co-requisite requirements, as well as have the practicum instructor's approval prior to enrolling in a practicum course.* Two semesters of practicum are required. Students must complete the practicum courses in two, consecutive fall and spring semesters, during the final year of the ECE program of study.* Students must work with the practicum instructor to arrange a practicum schedule and placement site.
Enrollment Requirements: Prerequisite or Corequisite (Fall): ECE 251; Prerequisite (Spring): ECE 231 (Must have earned 2 units in the previous fall semester with a C or better). Corequisite (Spring): ECE 245. Instructor approval required.
Term Offered: Spring and Fall

ECE 232 - Practicum: Infant and Toddler **Units: 2**
All ECE degrees require courses with practicum experience in early childhood classrooms with young children (birth to age five). Practicum experiences are focused student teaching experiences that require the student to demonstrate specific skills in an early childhood classroom with young children. * Students must complete the practicum experience through TMCC. * Students are required to have fingerprints, an approved background check, and a clear TB test prior to enrolling in practicum experience courses. If a student fails to meet these requirements, or if the background check is not approved, the student will not be permitted to participate in courses with practicum experience. * Students must meet all of the prerequisite/co-requisite requirements, as well as have the practicum instructor's approval prior to enrolling in a practicum course. * Two semesters of practicum are required. Students must complete the practicum courses in two, consecutive fall and spring semesters, during the final year of the ECE program of study. * Students must work with the practicum instructor to arrange a practicum schedule and placement site.
Enrollment Requirements: Prerequisite or Corequisite (Fall): ECE 252; Prerequisite (Spring): ECE 232 (Must have earned 2 units in the previous fall semester with a C or better). Corequisite (Spring): ECE 245. Instructor approval required.
Term Offered: Spring

ECE 240 - Administration of the Preschool **Units: 3**
This course is a study of the effective management and administration of high quality early care and education programs. Students are introduced to a variety of topics related to opening and/or managing an early childhood program, including community needs assessments, program planning, implementation, and evaluation, finance and budget, marketing, and personnel development and management. Licensing and regulation, facilities development and maintenance, parent and community interaction, nutrition, and health and safety issues are also explored.
Enrollment Requirements: Prerequisite: ECE 190, ECE 250, ECE 251, and HDFS 201, or permission of the instructor.
Term Offered: Spring and Fall

ECE 244 - Practicum in Administration in ECE Programs **Units: 1-5**
All ECE degrees require courses with practicum experience in early childhood classrooms with young children (birth to age five). Practicum experiences are focused student teaching experiences that require the student to demonstrate specific skills in an early childhood classroom with young children. Students must complete the practicum experience through TMCC. Students are required to have fingerprints, an approved background check, and a clear TB test prior to enrolling in practicum experience courses. If a student fails to meet these requirements, or if the background check is not approved, the student will not be permitted to participate in courses with practicum experience. Students must meet all of the prerequisite/co-requisite requirements, as well as have the practicum instructor's approval prior to enrolling in a practicum course. This course is the second half of a two-part practicum and is taken in the spring semester during the final year of the program of study. Students must work with the practicum instructor to arrange a practicum schedule and placement site.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MGT 171, ECE 231 (2 units in previous fall semester with a C or better); Prerequisite or Corequisite: MGT 212, ECE 240; Corequisite: ECE 245; Instructor approval required.

ECE 245 - Practicum Seminar **Units: 2**
Students discuss topics related to their practicum experiences in a seminar format. Topics may include but are not limited to: curriculum planning; child guidance; observation, documentation and assessment of children; professionalism, advocacy, and leadership in ECE; career options; the NAEYC/ECADA standards; the student portfolio; developmentally appropriate practices; family engagement; and current trends and issues in ECE.
Enrollment Requirements: Prerequisite: Must be taken concurrently with ECE 231, ECE 232, or ECE 244 during the spring semester of the practicum experience sequence. Instructor approval required.

ECE 247 - Effective Management and Supervision in Early Childhood Education **Units: 2**
This course focuses on effective management and supervision in Early Care and Education (ECE) settings. Content includes effective communication with early childhood education staff and families; hiring, training, retaining, motivating, mentoring and supervising staff; professional development of staff; planning and facilitating effective staff meetings; and effective program management.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: ECE 190 and COM 215.

ECE 250 - Introduction to Early Childhood Education **Units: 3**
This course is an introduction and overview of the field of Early Childhood Education (ECE). Topics include: a history and theoretical foundation of early care and education, types of early childhood programs and settings, an overview of child care licensing and regulation, professional development in ECE, working with families, designing the classroom environment, ethical conduct, daily schedules, curriculum planning, positive guidance, child development, components of the early care and education system, and current trends and issues in ECE. The course also emphasizes the importance of developmentally appropriate practice (DAP) in the field.
Term Offered: Spring and Fall

ECE 251 - Curriculum in Early Childhood Education **Units: 3**
This course focuses on methods of planning developmentally appropriate curriculum for preschool age children (3-5 years old). Topics include theories of preschool curriculum development, children's play, curriculum objectives, lesson planning, daily schedules, assessing child development through the curriculum, evaluation of curriculum effectiveness, and the role of the teacher in facilitating curriculum for preschool children. Curriculum development in all content areas is explored including art, science, literature, music and movement, sensory, language arts/literacy, blocks, dramatic play, woodworking, cooking, math, social studies, multiculturalism, and outdoor play. This course requires 15 hours of field experience in an early childhood classroom. Field experiences are focused learning opportunities that require the student to practice specific skills working with young children. * Students must complete the field experience through TMCC. * Students are required to have fingerprints, an approved background check, and a clear TB test prior to enrolling in courses with field experience. If a student fails to meet these requirements, or if the background check is not approved, the student will not be permitted to participate in courses with field experience. * Students must work with the instructor to arrange a field experience schedule and placement site.
Enrollment Requirements: Prerequisite: ECE 190, ECE 204, ECE 210, and HDFS 201.
Term Offered: Spring and Fall

ECE 252 - Infant-Toddler Curriculum **Units: 3**
This course focuses on planning and implementing a curriculum for children ages birth to 3 years old. The course includes a variety of child development theories and applies them to curriculum development for infants and toddlers. The major developmental domains such as physical, social, emotional, cognitive and language development are utilized in developing infant/toddler curriculum. Students will learn and apply best practice in infant/toddler curriculum planning including individualized curriculum, and caregiving relationships and routines as curriculum. An emphasis will be placed on the relationship between the environment and successful curriculum planning for infants and toddlers. This course requires 15 hours of field experience in an early childhood classroom. Field experiences are focused learning opportunities that require the student to practice specific skills working with young children. * Students must complete the field experience through TMCC. * Students are required to have fingerprints, an approved background check, and a clear TB test prior to enrolling in courses with field experience. If a student fails to meet these requirements, or if the background check is not approved, the student will not be permitted to participate in courses with field experience. * Students must work with the instructor to arrange a field experience schedule and placement site.
Enrollment Requirements: Prerequisite: ECE 127, ECE 128, ECE 129, ECE 130, ECE 190, ECE 204, ECE 210, and HDFS 201.

ECE 290 - Internship in Early Childhood Education **Units: 1-8**
A course designed wherein students will apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Available to students who have completed all core and major requirements and have a 2.5 GPA. Contact the appropriate chairperson for an application, screening and required skills evaluation. Up to eight semester hour credits may be earned on the basis of 75 hours of internship for one credit. May be repeated for up to eight credits.

Economics (ECON)

ECON 102 - Principles of Microeconomics **Units: 3**
The study of the allocation of resources to alternative uses in producing the nation's output and the role of relative prices in distributing these goods and services. Topics include: demand and supply, consumer behavior, business decision-making and market structures. Satisfies UNR Social Science core curriculum.
Enrollment Requirements: Prerequisite: BUS 117, MATH 120, MATH 126 or higher. Or co-requisite: BUS 117, MATH 126, or MATH 120 without support.
Term Offered: All Semesters

ECON 103 - Principles of Macroeconomics **Units: 3**
The study of the determination of output, employment and investment levels and strategies to promote growth, efficiency, equity and stability in the economy. Topics include: demand and supply, measurement of GDP, price fluctuations and the banking system. Satisfies UNR Social Science core curriculum.
Enrollment Requirements: Prerequisite: BUS 117, MATH 120, MATH 126 or higher. Or co-requisite: BUS 117, MATH 126, or MATH 120 without support.
Term Offered: All Semesters

ECON 104 - Current Economic Issues **Units: 3**
Analysis of the economic news of the day and its importance to consumers, business persons and voters. Discussion of the possible future economic effects of current policies and actions. Economic theories and concepts basic to the analysis of current events are reviewed, explained and applied.
Enrollment Requirements: Prerequisite: ENG 101 or qualifying test scores.

ECON 105 - History and Comparison of Economic Systems **Units: 3**
The course is an introduction to the history of economic thought. While historical events have influenced the development of economic theory, so has economic theory had significant impacts on historical outcomes. Therefore, there will be an emphasis on the interdependence of economic theories with ideas arising from socio-political events and philosophies. The course will also prepare students for further study of economic theory by revealing the roots of concepts taught in economics. In addition, it will provide students with an understanding of both the current use and misuse of concepts of economics and political economy, as well as the important current economic debates.

ECON 198 - Special Topics in Economics **Units: 1-3**
Various short courses and experimental classes covering a variety of subjects. The course will be variable credit of one to three credits depending on the course content and number of hours required. The course may be repeated for up to three credits.

ECON 261 - Principles of Statistics I **Units: 3**
The study of the collection, analysis, presentation and interpretation of data in order to make good decisions. Topics include: descriptive statistics, exploratory data analysis, probability and sampling distributions, indices and decision theory.
Enrollment Requirements: Prerequisite: MATH 126 or equivalent or qualifying Accuplacer, ACT/SAT test results
Term Offered: Spring and Fall

ECON 262 - Principles of Statistics II **Units: 3**
The study of statistical methods, induction and the design of experiments which allow the estimation and testing of claims based on sample information. Topics include estimation and hypothesis testing, analysis of variance, correlation and regression, times series analysis, nonparametric and statistical process control.
Enrollment Requirements: Prerequisite: ECON 261 or approval of instructor.
Term Offered: Spring and Fall

ECON 290 - Internship in Economics **Units: 1-8**
A course designed wherein students will apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Available to students who have completed all core and major requirements and have a 2.5 GPA. Contact the appropriate chairperson for the application, screening and required skills evaluation. Up to 8 semester hour credits may be earned on the basis of 100 hours of internship for 1 credit. May be repeated for up to 8 credits.

Education Teacher Prep (EDU)

EDU 110 - Society and Education **Units: 3**
Emphasis on education's role in society. History, philosophy and sociology of education; comparative education and school law. This course is designed to enhance students' abilities to prepare them as students seeking a degree in education.
Term Offered: Spring and Fall

EDU 201 - Introduction to Elementary Education **Units: 3**
Introduction to historical, philosophical, sociological and psychological foundations of elementary education, overview of curriculum, instruction and issues of diversity. Includes a field experience.
Term Offered: Spring and Fall

EDU 202 - Introduction to Secondary Education **Units: 3**
This course introduces the prospective middle/secondary teacher to the role of thinker/reflective practitioner and to develop awareness of the historical, political and economic forces influencing schooling in the United States. This course includes field experience.
Term Offered: Spring and Fall

EDU 203 - Introduction to Special Education **Units: 3**
This course examines various types of exceptionalities. There is an emphasis on etiology, physical and educational characteristics.
Term Offered: Spring and Fall

EDU 205 - Early Foundations in Mathematics **Units: 3**
This course focuses on the development of foundational mathematical knowledge for infancy through the early primary grades. Students will examine what math looks like at each developmental stage, discuss the underlying cognitive processes, and learn specific ways to support the teaching and learning of mathematics in young children's classroom and home environment. Standards, assessment, and understanding the needs of diverse populations will also be addressed.

EDU 206 - Classroom Learning Environments **Units: 3**
Function and analysis of elementary school classrooms, daily activities and methods of behavior management.

EDU 207 - Exploration of Children's Literature **Units: 3**
Survey of children's literature genres. Censorship, historical background, children's interests, literature programs, and book evaluations. Same as ENG 250.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: Spring and Fall

EDU 208 - Students with Diverse Abilities and Backgrounds **Units: 3**
Focus on successful inclusion of students with various disabilities, students from culturally diverse backgrounds, and English language learners in a general education classroom.
Enrollment Requirements: Prerequisite: EDU 203.
Term Offered: Spring and Fall

EDU 210 - Nevada School Law **Units: 3**
The course surveys federal and state legal issues relating to education. Concepts covered include teacher/student rights and responsibilities, teacher liability, and religious and liability issues.
Term Offered: Spring and Fall

EDU 214 - Preparing Teachers to Use Technology **Units: 3**
Lab course on advanced skills and strategies for integrating information technology in to the classroom. Special instructions fees.
Term Offered: Spring and Fall

Educational Leadership and Psychology (EPY)

EPY 101 - Educational, Career, and Personal Development **Units: 3**
This course provides a foundation for student success by introducing proven strategies in communication, critical thinking, and college success methods. Study skills, career exploration and personal development will also be explored.
Term Offered: Spring and Fall

Electrical and Mechanical Technology (ELM)

ELM 110 - Electrical/Electronic Circuits **Units: 4**
This course covers basic AC/DC circuit principles and practices. Students will explore areas of electrical and electronic circuits including: circuit theory, components, circuit construction and analysis, soldering techniques, proper test equipment usage, troubleshooting methodology, and applications in various technical fields. Completion of this course (total of 4 units), satisfies 30 hours of instruction toward completing the embedded math curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Summer and Fall

ELM 127 - Introduction to AC Controls **Units: 3**
An introduction to hard-wired industrial control. Emphasis is on the control of electrical motors through relay logic. Topics include circuit design using industrial control diagrams, circuit construction with industrial control panels and devices, troubleshooting methodology and practice.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: ENRG 110 or ELM 110 or instructor approval.

ELM 129 - Electric Motors and Drives **Units: 3**
This course covers the construction and operating principles of single and poly phase motors; motor control using relay and timing circuits; and variable speed drives applications. Additional emphasis is placed on maintenance and troubleshooting of electric motors.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: ELM 127 or instructor approval.

ELM 134 - Programmable Logic Controllers I **Units: 3**
An introduction to, and hands-on experience with Programmable Logic Controllers (PLC's). Emphasis is on understanding the basic operation and fundamental use of PLC's in industry as a 'relay-replacer.' The student will build several PLC based control circuits and program the PLC's using PC based software. This course satisfies 20 hours of instruction toward completing the embedded math curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: ELM 127 or instructor approval.

ELM 136 - Programmable Logic Controllers II **Units: 3**
This is a hands-on course designed to give further experience with Programmable Logic Controllers (PLC's). It is a continuation of basic PLC and 'microprocessor based' control concepts and takes the student through advanced program instructions and controls. This course will explore various network protocols that are utilized with PLCs and students will demonstrate an ability to install and initialize a PLC control system.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: ELM 127, ELM 134 and MPT 120 or by Instructor Approval.

ELM 140 - Industrial Robotics I **Units: 3**
An introductory course in Industrial Robotic Systems designed to teach basic robotic system operation and programming using Fanuc Industrial Robots.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: ELM 110 and ELM 134, or instructor approval.

ELM 198 - Special Topics in Electrical and Mechanical Technology **Units: 0.5-4**
This course is designed to give students a basic understanding and hands-on experience of current theories in electrical and mechanical technologies. As local manufacturers begin to utilize advanced technologies in their processes, this course will provide a hands on approach to learning the technology in these areas necessary for students to succeed in the new economy.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

ELM 233 - Introduction to Instrumentation **Units: 3**
An introduction to the fundamentals of instrumentation and process control. Concepts and measurement of physical variables and brief descriptions of individual processes and combination of processes used in industry. Theory of operation and application of associated process instruments covered.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: ELM 134 or instructor approval.

ELM 240 - Advanced Manufacturing and Robotic Systems **Units: 4**
An in-depth look at the integration of robotics into manufacturing systems. Student will gain working knowledge of robot operation, and commissioning of robot 'work-cells' utilized in a manufacturing environment.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Admissions to the Bachelor of Applied Science, Cyber-Physical Manufacturing program.

ELM 340 - Robotic Programming Offline **Units: 3**
This course provides a comprehensive look into robot simulation programming software utilized for offline programming of Fanuc and Kuka robots. Students will gain first hand knowledge of Fanuc and Kuka robotic programming software for the design and setup of a robotic work-cell .
Enrollment Requirements: Prerequisite: Admissions to the Bachelor of Applied Science, Cyber-Physical Manufacturing program.

ELM 440 - Collaborative Robot Design and Operation **Units: 3**
This course provides an in-depth look into the programming, design, and application of collaborative robots. Students will study the history and evolution of collaborative robots within the manufacturing environment, existing limitations, advanced safety system requirements, and the future of collaborative robots.
Enrollment Requirements: Prerequisite: Admissions to the Bachelor of Applied Science, Cyber-Physical Manufacturing program.

Electrical Instrumentation Technology (EIT)

EIT 437 - Introduction to Control Systems **Units: 4**
A continuation of ELM233, this course provides a in-depth look into Supervisory Control and Data Access (SCADA) systems, Distributed Control systems (DCS), and Programmable Control systems (PLC). Students will discuss and apply the hardware, software, and telemetry systems involved with these control mechanisms.
Enrollment Requirements: Prerequisite: Admissions to the Bachelor of Applied Science, Cyber-Physical Manufacturing program.

EIT 468 - Advanced Control Systems **Units: 3**
The course is a continuation of ELM 136 and will provide students a more in-depth knowledge of programmable logic controllers (PLC's) and programming functions. The course is designed to provide the student with advanced PLC functions used for data manipulation using the two leading PLC operating systems and software; Rockwell and Siemens.
Enrollment Requirements: Prerequisite: ELM 136

Emergency Management and Homeland Security (EMHS)

EMHS 200 - ICS/NIMS/EOC **Units: 3**
This course will develop students comprehension of the systems utilized to prepare for, respond to, mitigate and recover from emergencies of all types and complexities. The course will cover the Incident Command System (ICS), National Incident Management System(NIMS) and Emergency Operations Center (EOC) functions in the modern emergency services.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

EMHS 300 - Principles, Practices Philosophy & Doctrine of Emergency Management **Units: 3**
This course focuses on the philosophical and theoretical underpinnings of the emergency management profession and the principles that define effective practice.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Fall

EMHS 302 - Principles and Practices of Mitigation and Recovery in Emergency Management **Units: 3**
This course examines sustainable disaster mitigation and recovery including principles, concepts, processes, and practices currently used in the United States.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Fall

EMHS 304 - Hazard Risk Management: Vulnerability and Risk **Units: 3**
This course will discuss underlying risk assessment and analysis theory, and explore the key steps and actions that can be taken to manage risk inclusive of: studying and understanding the community or entity at risk.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Spring

EMHS 306 - Advanced ICS-EOC Interface **Units: 3**
Advanced Incident Command System and Emergency Operations Center interface is designed to enhance the student's understanding of methods to effectively manage the critical interface between field incident scenes, managed under the National Incident Management System and jurisdictional emergency operations centers. The course builds upon concepts learned in FT 200 ICS/NIMS/EOC.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Fall

EMHS 311 - International and Domestic Terrorism **Units: 3**
The course examines issues and concepts that make up the field of International and Domestic Terrorism. It will examine anti-terrorism and counter terrorism measures that are utilized and evolving to deal with this complex problem.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Fall

EMHS 313 - Homeland Security: Preparedness, Prevention, Deterrence & Emergency Management **Units: 3**
This course examines the roots of terrorism, religious and political extremism, radicalization, terrorist structures, intelligence, combating terrorism and the evolution of emergency management relative to homeland security.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Fall

EMHS 315 - Domestic Terrorism and Homeland Security in the U.S. **Units: 3**
The course examines the emergence, history and growth of domestic terrorism and groups that utilize terror and violence within the United States. The course will identify domestic terrorist organizations and their motivations, goals and tactics in achieving their goals.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.

EMHS 320 - History of United States Hazards and Disasters **Units: 3**
This course presents an overview of background and history of hazards, disasters and Emergency Management in the United States. It covers the birth of disaster response and identifies some of the early disasters that helped found the fundamentals of Emergency Management.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Spring

EMHS 321 - Homeland Security Policy, Ethics and Civil Liberties **Units: 3**
This course will examine the Federal Government response to terrorism since the 9/11 terrorist attacks and how that response affects protecting the Homeland and the ethics of balancing security and civil liberty.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Spring

EMHS 322 - Trauma Treatment in an age of disaster and terrorism **Units: 3**
This course provides a broad overview of the causes and 'first responder' treatment of psychological trauma in both human caused and natural disasters.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Spring

EMHS 323 - Physical Security and Deterrents to Terrorism **Units: 3**
This course will focus on the development and implementation of a physical security program and deterrents to terrorism utilizing a hazards analysis and vulnerability process.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Spring

EMHS 325 - Terrorism, Weapons of Mass Destruction and Homeland Security **Units: 3**
This course examines the issues and concepts of terrorism, weapons of mass destruction and organized crime relative to the development and establishment of Homeland Security.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Spring

EMHS 410 - Social Dimensions, Lifecycle and Ethics of Disaster Units: 3
This course will examine the common patterns that make up the disaster lifecycle across a spectrum of historical and current events. Vulnerability, hazards, risk, technology, human behavior, and community will be explored to identify how they contribute to or mitigate the impact of disaster on societies. Ethical considerations will be explored that influence all phases of the disaster lifecycle.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Spring

EMHS 412 - Emergency Management Fiscal Administration Units: 3
This course will examine the processes and challenges of fiscal administration and management within the emergency management and disaster arenas. It will also explore the processes and administration of federal grant funds.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Spring

EMHS 414 - Organizational Crisis & Continuity Management Units: 3
This course will explore various strategies to insure public and private organizational continuity during and following crisis.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Fall

EMHS 416 - Introduction to Exercise Design and Evaluation Units: 3
This course is designed to introduce students to the fundamentals of emergency management exercise design, management and evaluation. Students will design an exercise, identify the logistics necessary for execution and management of the exercise, and develop an exercise evaluation plan.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Fall

EMHS 420 - Advanced Disaster Case Study Units: 3
This course will focus on the analysis of disaster events across a broad spectrum of causation, mitigation, response and recovery and their impacts on involved communities.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Spring

EMHS 421 - Critical Thinking and Strategic Intelligence Units: 3
This course offers an overview of critical thinking and its applications in the homeland security context. The focus is on essential elements of thought, asking the right questions, uncovering fallacies in reasoning and statistical misrepresentations. Evidence evaluation in a homeland security setting is featured with several examples interpreting real-world information. This course then examines the role of intelligence in homeland security policy and practice and how critical thinking applies to intelligence. The course analyzes the intelligence process with an emphasis on the role of the policy maker.
Enrollment Requirements: Prerequisite: EMHS 300 or EMHS 311.Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Spring

EMHS 422 - Public Health and Disasters Units: 3
The course examines the issues and concepts that make up the field of Public Health and how Public Health prepares for and supports disaster response. It will examine the intersection of security and public health policy, threats to public health, legal and policy infrastructure and the tools that are available to improve preparedness, response and recovery efforts.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Fall

EMHS 423 - Critical Infrastructure and Resource Protection Units: 3
Critical Infrastructure Protection (CIP) is a cornerstone of homeland security. This course examines the framework of CIP and provides the tools and techniques to identify, plan and implement protection for CIP.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Fall

EMHS 425 - Emergency Management/Homeland Security Leadership & Communication Units: 3
This course will introduce students to concepts, theories, principles and practices of leadership, public information and communication in All-Risk environments, as well as effective leadership principles in an emergency management shared power context.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Fall

EMHS 427 - Critical Incident Management for Public Safety Units: 3
This course prepares the student in the direct response, operations and management of critical incidents. Emphasis is placed upon the theoretical and applied models to understand and manage disasters, terrorism, and school/work place violence.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: Spring

EMHS 429 - Transportation Systems: Security and multi-modal transportation Units: 3
This course examines issues and concepts that make up the field of transportation systems and their security from potential terrorist activity or attacks. It also examines historical transportation disasters.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program or the Logistics Operations Management bachelors program.
Term Offered: Spring

EMHS 470 - Emergency Management Homeland Security Internship Units: 3
This course will provide the student with the practical experience in an actual work environment. Emphasis is placed on all phases of the industry in the student's area of specialization (Local or State Emergency Management Office, Public Health, Homeland Security or Business Continuity). Students are acquainted with occupational responsibilities through realistic work situations and are provided with insights into management applications on the job. Topics include: Adaptability to the job setting, use of proper interpersonal skills, application of emergency preparedness skills and techniques, and professional development.
Enrollment Requirements: Prerequisite: Students must be admitted to the Emergency Management/Homeland Security program and have completed 30 program credits.
Term Offered: All Semesters

EMHS 490 - Emergency Management Homeland Security Capstone **Units: 3**
This is a capstone course which will provide the student with a thorough review of all theories, techniques, and management practices within the field of emergency management and homeland security.
Enrollment Requirements: Students must be admitted to the Emergency Management/Homeland Security program.
Term Offered: All Semesters

Emergency Medical Services (EMS)

EMS 101 - CPR and First Aid **Units: 1**
This course is a video-based instructional module in CPR and First Aid. It includes peer practice, manikin practice, and case discussions. This course may be conducted to train students in the academic setting or to provide emergency training in the workplace.
Transferability: May not transfer towards an NSHE bachelor's degree

EMS 108 - Emergency Medical Technician Training **Units: 6**
The primary focus of the Emergency Medical Technician is to provide basic emergency medical care and transportation for critical and emergent patients who access the emergency medical system. This individual posses the basic knowledge and skills necessary to provide patient care and transport. Emergency Medical Technicians function as part of a comprehensive EMS response, under medical oversight. At the successful completion of this course, the student will be eligible to receive EMT Certification from the National Registry of EMT's and the State of Nevada Health Division. Students must be 18 years old upon completion of this class. * This course satisfies 23 hours of instruction toward completing the embedded Human Relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Current American Heart Association Healthcare Provider CPR card.

EMS 115 - Advanced Emergency Medical Technician **Units: 7**
The primary focus of the Advanced Emergency Medical Technician is to provide basic and limited advanced emergency medical care and transportation for critical and emergent patients who access the emergency medical system. This individual possesses the basic knowledge and skills necessary to provide patient care and transportation. Advanced Emergency Medical Technicians function as part of a comprehensive EMS response, under medical oversight. Advanced Emergency Medical Technicians perform interventions with the basic and advanced equipment typically found on an ambulance. The Advanced Emergency Medical Technician is a link from the scene to the emergency health care system. Successful completion of this course allows the candidate to sit for the National Registry of EMT's and State of Nevada's certification exam. This course satisfies 23 hours of instruction toward completing the embedded Human Relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Current Nevada EMT certification and American Heart Association Healthcare Provider CPR certification.

EMS 198 - Special Topics in EMS **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree

EMS 200 - Fundamentals of Paramedic Medicine **Units: 3**
Information will be provided that defines the roles and responsibilities of the paramedic and the importance of scene safety and wellness when practicing in the field. The course also provides information on injury prevention and the use of protective equipment needed to protect the paramedic in the field. It will provide the student with an understanding of the medical-legal and ethical issues which will impact them in their career. At the completion of this course, the EMT-Basic skills will be assessed and reviewed. * This course satisfies 10 contact hours of Human Relations general education requirements.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: EMT or EMT Advanced and acceptance into the Paramedic Program.

EMS 201 - Intro to Paramedic Fundamentals **Units: 6**
The Introduction to Paramedic Fundamentals course is designed to measure and ensure the basic knowledge base of Paramedic students in the areas of basic EMS knowledge, medical math, medical terminology, and anatomy and physiology for the Paramedic. *This course satisfies 10 hours of Human Relations general education requirement.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to TMCC Paramedic Program.

EMS 202 - Advanced Cardiology for Paramedics **Units: 3**
This course prepares the Paramedic student to recognize and treat cardiac dysrhythmias specific to S-T Elevation Myocardial Infarction (STEMI) per current American Heart Association guidelines and protocols utilizing 12-Lead Electrocardiography and pharmacological treatments.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to TMCC Paramedic Program.
Term Offered: Spring and Fall

EMS 203 - Assessment Based Management I **Units: 3**
This course will assist the Paramedic student to become familiar with nationally recognized testing. Computer adaptive testing will be utilized to simulate the nationally recognized testing environment.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Acceptance to TMCC Paramedic Program.
Term Offered: Spring and Fall

EMS 205 - Principles of Pathophysiology **Units: 3**
This course prepares the student to understand basic medical terminology, microscopic and gross anatomy and physiology.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: EMT or EMT Advanced and acceptance into the Paramedic Program.

EMS 206 - Prin Pharmacology/Medication Admin/Venous Access Units: 3
This course prepares the student to understand and be able to integrate the principles of pathophysiological pharmacology and the assessment findings to formulate a field impression and implement a pharmacologic management plan for patients in the prehospital environment. The course also introduces the paramedic student to venous access, IV therapy, medication administration and drug calculations that will be used in treating patients in the prehospital environment.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: EMT or EMT Advanced and acceptance into the Paramedic Program.

EMS 207 - Airway Management and Ventilation for Paramedics Units: 3
Integrates complex knowledge of anatomy, physiology, and pathophysiology into the assessment to develop and implement a treatment plan with the goal of ensuring a patent airway, adequate mechanical ventilation, and respiration for patients of all ages.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: EMT or EMT Advanced and acceptance into the Paramedic Program.

EMS 209 - Patient Assessment for Paramedics Units: 3
This course introduces the Paramedic student to a comprehensive physical examination and assessment, which includes history taking, clinical decision making, communications, and documentation. *
This course satisfies 5 hours of Human Relations general education requirement.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: EMT or EMT Advanced and acceptance into the Paramedic Program.

EMS 210 - Principles of Cardiology for the Paramedic Units: 3
This course prepares the Paramedic student to identify single and multi-lead cardiac rhythms and treat those rhythms considered to be life-threatening with electrical therapy. The skills taught include defibrillation, cardioversion, and cardiac rhythm interpretation. It will also prepare the student to assess, manage and treat various cardiovascular emergencies that includes ventricular fibrillation, bradycardia, tachycardia, myocardial infarction, cardiogenic shock, pulmonary edema, angina pectoris, congestive heart failure, hypertension, PEA (pulseless electrical activity), and asystole.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: EMT or EMT Advanced and acceptance into the Paramedic Program.

EMS 211 - Paramedic Care for Medical Emergencies and ACLS Units: 4
This course will prepare the Paramedic student to identify, assess, manage, and treat various medical emergencies and communicable diseases. Advanced Cardiac life Support is required for healthcare providers who either direct or participate in the resuscitation of a patient, in the prehospital or hospital setting. * This course satisfies 10 hours of Human Relations general education requirement.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: EMT or EMT Advanced and acceptance into the Paramedic Program.

EMS 212 - Paramedic Trauma Emergencies and ITLS Units: 3
This course will prepare the paramedic student to identify, assess, manage, and treat various types of trauma emergencies. The ITLS course will teach paramedic students the skills necessary to recognize mechanisms of injury, assess, perform critical interventions, package for transport, and fundamental knowledge and experiences necessary to deliver the trauma patient to the emergency department. * This course satisfies 10 hours of Human Relations general education requirement.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: EMT or EMT Advanced and acceptance into the Paramedic Program.

EMS 214 - Pediatrics & Special Consideration for Para/Pals Units: 3
This course prepares the Paramedic to identify, assess, manage, and treat age related emergencies, and other special challenges. The student will also be introduced to the concept of assessment based management. Topics include Neonatology, Pediatrics, Geriatrics, Abuse and Assault, and Patients with Special Challenges. *
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: EMT or EMT Advanced and acceptance into the Paramedic Program.

EMS 215 - Assess Based Management/Operation for Paramedic I Units: 3
This course addresses the principles of Assessment Based Management that will teach the paramedic student how to implement a plan for patients with common complaints. The course will also prepare the Paramedic for the concepts of medical incident command, ambulance and rescue operations, hazardous materials incidents, and crime scene awareness. *
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: EMT or EMT Advanced and acceptance into the Paramedic Program.

EMS 216 - Hospital Clinical Experience for the Paramedic Units: 4
This course allows the paramedic student to apply learned classroom skills and knowledge in the hospital environment such as telemetry, intensive care unit, psychiatric unit, emergency department, and labor and delivery. The student will function under the direction of a nurse or paramedic preceptor.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Completion of TMCC Paramedic Program didactic courses EMS 200 through EMS 215.

EMS 217 - Field Internship for the Paramedic Units: 4
This course is designed to introduce the Paramedic student to the advanced life support prehospital operations. The student will also become familiar with procedures and care provided by paramedics in the field, and will be a third person on a paramedic rescue unit and will work directly with his or her paramedic preceptor. *
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Completion of the Didactic and Clinical portion of the Paramedic Program, EMS 216.

Energy Technology (ENRG)

ENRG 120 - Fundamentals of Energy Efficiency Units: 3
This course introduces students to techniques for the description, measurement, and analysis of energy use in building systems to maximize efficiency. It will include evaluation and recommendation of alternative energy solutions that will result in greater energy efficiency and energy cost savings.
Term Offered: All Semesters

ENRG 130 - Introduction to Solar Energy Units: 3
This course will introduce students to solar energy, its history, sun movement, regional climatological data, energy reflection, transmission and absorption, heat transfer, storage, collector systems, and sizing.
Term Offered: AS NEEDED

ENRG 132 - Solar Photovoltaic Technologies Units: 3
This course is designed to give students the basic knowledge of solar energy principles and photovoltaic applications. Topics will include PV markets and applications, safety, basic electrical, solar energy fundamentals, PV module fundamentals, system components, PV system sizing, PV system electrical and mechanical design, performance analysis, and troubleshooting.
Enrollment Requirements: Prerequisite: ENRG 130
Term Offered: AS NEEDED

ENRG 142 - Solar Thermal Technologies **Units: 3**
This course introduces students to solar hot water and space heating systems. Topics will include system selection, site analysis, design and sizing, component selection, installation, troubleshooting, maintenance, codes and safety. The course will explore the application of solar thermal systems in both residential and commercial settings.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: ENRG 130.
Term Offered: AS NEEDED

ENRG 198 - Special Topics in Energy Technologies **Units: 0.05-6**
Various short course and experimental classes covering a variety of subjects. The course is variable credit of one-half to six credits depending on the course content and number of hours required. This course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

ENRG 215 - Electrical Distribution Systems **Units: 3**
This course will give students an overview of electrical distribution systems. Topics will cover power transmission over the grid, data collection and analysis, data communication, and networking.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

Engineering (ENGR)

ENGR 100 - Introduction to Engineering Design **Units: 3**
This course is an overview of engineering practice and provides exposure to the environment in which engineers work. The course introduces the design process including initial conceptualization (sketching), detailed drawings (drafting), and prototype fabrication (machine shop). Learning to work as part of an engineering team is a central part of this course.
Term Offered: Spring and Fall

ENGR 110 - Introduction to Renewable Energy **Units: 3**
This course is designed to give the student basic knowledge in the following areas of solar energy: history, sun movement, climatological data for Reno, Nevada; energy reflection, transmission and absorption, heat transfer, heat storage, collector systems and sizing.
Term Offered: Spring and Fall

ENGR 243 - Fluid Mechanics, Hydraulics and Hydrology **Units: 3**
Overview study of the behavior of fluids at rest and in motion and principles of hydrology: quantitative hydrology; prediction of runoff; hydrologic applications in urban settings; overview of storm water systems.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MATH 126 and ENGR 100.
Term Offered: AS NEEDED

ENGR 244 - Introduction to Engineering Economics **Units: 2**
Consideration of various economic calculations such as present worth, benefit-cost and rate of return analyses in engineering decision making.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MATH 126 and ENGR 100.
Term Offered: AS NEEDED

ENGR 245 - Materials Behavior and Statistical Analysis **Units: 4**
Construction materials behavior and various specifications used in quality control and quality assurance.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MATH 126 and ENGR 100.

English (ENG)

ENG 100 - Composition Enhanced **Units: 5**
Writing intensive course designed to strengthen college level writing skills, with particular attention to persuasion, analysis, synthesis and an introduction to research methodologies. Focus on process through drafting, revising, and editing is emphasized. Conventions of standard English are reviewed. Additionally, critical reading strategies of college level texts are developed. Course provides additional assistance in comprehensive writing and reading skills.
Enrollment Requirements: Qualifying ACCUPLACER Reading Comprehension (RC) score, SAT or ACT placement.

ENG 101 - Composition I **Units: 3**
Writing intensive course designed to strengthen college level writing skills, with particular attention to persuasion, analysis, synthesis and an introduction to research methodologies. Focus on process through drafting, revising and editing is emphasized. Conventions of standard English are reviewed. Additionally, critical reading strategies of college level texts are developed.
Enrollment Requirements: C- or better in ENG 96 or ENG 98--OR--high school unweighted cumulative GPA of 3.0 or above--OR--ACCUPLACER, SAT, or ACT test scores.
Term Offered: All Semesters

ENG 101A - Composition I: Accelerated Learning Program **Units: 3**
Writing intensive course designed to strengthen college level writing skills, with particular attention to persuasion, analysis, synthesis and an introduction to research methodologies. Focus on process through drafting, revising and editing is emphasized. Conventions of standard English are reviewed. Additionally, critical reading strategies of college level texts are developed.
Enrollment Requirements: Prerequisites: Qualifying ACCUPLACER Reading Comprehension (RC) score, SAT, or ACT placement. Required co-requisite: ENG 98A.
Term Offered: All Semesters

ENG 102 - Composition II **Units: 3**
Continuation and extension of English 101 with an exploration of essay forms with particular attention to interpretation, analysis and synthesis, while emphasizing analytical reading and writing, critical thinking and research methodologies.
Enrollment Requirements: Prerequisite: A grade of C- or better in ENG 101 or equivalent or qualifying SAT/ACT score.
Term Offered: All Semesters

ENG 107 - Technical Communications I **Units: 3**
Introduction to expository methods with concentration on specific writing forms including memorandums, cover and business letters, formal and informal reports, manuals, and proposals. Suggested for students in occupational fields.
Term Offered: All Semesters

ENG 108 - Technical Communications II **Units: 3**
A continuation of expository methods. Concentration on developing writing projects required on the job. Lecture and individual instruction. Suggested for students in occupational fields.

ENG 111 - Integrated Reading, Writing, and Inquiry for English Language Learners **Units: 4**
An intensive developmental course designed to provide English language learners with the basic reading, writing, and critical thinking skills necessary for success in college-level academic courses. Instruction includes reading and writing processes, critical thinking strategies, and the recognition and composition of well-developed, coherent, and unified English texts. The course focuses on helping students develop as active critical readers, strategic thinkers, and rhetorical writers who can address a variety of texts in English, including their own. With a C- or better, the student may take English 113. May be repeated for a maximum of eight credits.
Enrollment Requirements: Qualifying placement from one of the following options: ACCUPLACER Reading and Comprehension scores; or UNR-IELC Bridge test scores; or completion of 81-level courses (ENG 81A and 81C).
Term Offered: ALLSEM&W

ENG 112A - ESL Listening Skills **Units: 3**
This is a bridge-to academics ESL course to help students establish and practice the listening skills necessary for successful academic work. These include techniques for predicting, focusing, note taking, main idea and organizational-pattern recognition and summarizing.
Enrollment Requirements: Prerequisite: ACCUPLACER test score; or UNR-IELC Bridge test; or 81-level courses (ENG 81A and ENG 81C).
Term Offered: Spring and Fall

ENG 113 - Composition I for International Students **Units: 3**
Writing the expository essay; develops fluency and emphasizes development, coherence, style, revision, and editing for target-language accuracy. This course satisfies the English 101 requirement for non-native English speakers.
Enrollment Requirements: Prerequisite: Qualifying high school GPA; ACCUPLACER, ACT/SAT, or AP placement score; UNR-IELC Bridge test; C- or better in 112-level courses; C- or better in ENG 111 or ENG 112D. Corequisite: READ 135 with qualifying ACCUPLACER test score.
Term Offered: Spring and Fall

ENG 114 - Composition II For International Students **Units: 3**
Exploration of essay forms with particular attention to interpretation and argument; emphasis on analytical reading and writing, critical thinking, and research methodologies; attention to language skill development and needs of learners of English as a second language. This course satisfies the English 102 requirement for non-native English speakers.
Enrollment Requirements: Prerequisite: ENG 113 or equivalent or qualifying SAT/ACT score.
Term Offered: Spring and Fall

ENG 181 - Vocabulary and Meaning **Units: 3**
Problems of meaning, word derivation and word formation are investigated with a view to enlarging and refining a working English vocabulary. Transfers for two credits to UNLV/UNR.
Term Offered: All Semesters

ENG 202 - Film Analysis and Interpretation **Units: 3**
Introduces the critical study and interpretation of film art, exploring aspects of film style and basic theoretical concerns while presenting a survey of important film genres, both narrative and non-narrative.
Enrollment Requirements: Prerequisite: A grade of C- or better in ENG 101 or equivalent or qualifying SAT/ACT score.
Term Offered: Spring and Fall

ENG 205 - Intro to Creative Writing: Fiction and Poetry **Units: 3**
Beginning writers' workshop in both poetry and fiction.
Enrollment Requirements: Prerequisite: Completion of or concurrent enrollment in ENG 101 or qualifying English placement score.
Term Offered: Spring and Fall

ENG 220 - Writing Poetry **Units: 3**
The study of poetry writing methods and forms with concentration on the student's creative writing.
Enrollment Requirements: Prerequisite: Completion of or concurrent enrollment in ENG 101 or qualifying English placement score.
Term Offered: Spring and Fall

ENG 221 - Writing Fiction **Units: 3**
The study of fiction writing methods and forms with concentration on the student's writing and a focus on developing students' knowledge of the literary arts and the life of the literary artist.
Enrollment Requirements: Prerequisite: Completion of or concurrent enrollment in ENG 101 or qualifying English placement score.
Term Offered: All Semesters

ENG 222 - Intermediate Fiction: Novel Writing **Units: 3**
This course is a continuation of ENG 221 with an emphasis on novel writing. The class will be conducted as a combination craft lecture and writer's workshop.
Enrollment Requirements: Prerequisite: ENG 221 or instructor approval.
Term Offered: Spring and Summer

ENG 223 - Themes of Literature **Units: 3**
The study of themes and ideas significant in poetry, prose, and film of various literary periods.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: Spring and Summer

ENG 224 - Introduction to Screenwriting **Units: 3**
The study of screenwriting methods and forms with a concentration on the student's creative writing.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: Fall

ENG 225 - Advanced Screenwriting **Units: 3**
This course continues the work of English 224 by developing advanced screenwriting skills with an emphasis on the student's creative writing. This course will focus on the production and revision of a feature length screenplay.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: ENG 224 or instructor approval.
Term Offered: Spring

ENG 230 - Writing Creative Non-Fiction **Units: 3**
The study of creative non-fiction writing methods and the art of the personal essay with concentration on the student's creative writing.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: AS NEEDED

ENG 231 - World Literature I **Units: 3**
Introduction to aesthetic and ideological trends in the Western world. Reading of literary masterpieces through the year 1650.
Enrollment Requirements: Prerequisite: Completion of ENG 101 or qualifying ACCUPLACER, SAT, or ACT scores.
Term Offered: Summer and Fall

ENG 232 - World Literature II **Units: 3**
Introduction to aesthetic and ideological trends in the Western world through reading of literary masterpieces from 1650 to present.
Enrollment Requirements: Prerequisite: Completion of ENG 101 or qualifying ACCUPLACER, SAT, or ACT scores.
Term Offered: Spring and Summer

ENG 235 - Survey of English Literature I **Units: 3**
Selected major British writers read and discussed: Anglo-Saxon through 18th century periods. Transfers to UNR as a humanities course.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: Fall

ENG 236 - Survey of English Literature II **Units: 3**
Selected major British writers read and discussed: Romantic through Modern periods. Transfers to UNR as a humanities course.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: Spring

ENG 241 - Survey of American Literature I **Units: 3**
Major figures and movements in American literature from the Colonial period to the Civil War.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: Fall

ENG 242 - Survey of American Literature II **Units: 3**
A study of major thought and expression in the American literary experience from the Civil War to the present. Writers include Twain, James, Hemingway, Faulkner and others. Transfers to UNR as a general elective.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: Spring

ENG 243 - Introduction to the Short Story **Units: 3**
The study of short story masterpieces with an eye toward understanding the genre and its characteristics.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: Fall

ENG 245 - Introduction to the Novel **Units: 3**
Introduction to the form and development of the novel. May be taught thematically.
Enrollment Requirements: Prerequisite: ENG 101 or instructor approval.
Term Offered: Spring

ENG 250 - Introduction to Children's Literature **Units: 3**
A survey of historical periods, major writers, and trends in children's literature, primarily in the Western tradition.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: Spring

ENG 252 - Introduction to Drama **Units: 3**
Introduction to the genre of drama with attention to plays and play writing through time.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: Fall

ENG 261 - Intro to Poetry **Units: 3**
A study of the poetry genre emphasizing the elements of poetry, its basic types and forms, and representative poets.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: AS NEEDED

ENG 264 - Psychology and Literature **Units: 3**
An examination of major works of literature to discover the correlation between their universal themes and the theories of psychology as they relate to the human experience.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: AS NEEDED

ENG 267 - Introduction to Women and Literature **Units: 3**
A consideration of women as writers and as characters in literature. Readings are drawn from poetry, drama, fiction and biography. Women's voices are represented as diverse within a variety of cultures, sub-cultures, regions, and periods.
Enrollment Requirements: Prerequisite: Completion of ENG 100 or 101 or SAT, or ACT scores.
Term Offered: Spring and Fall

ENG 271 - Introduction to Shakespeare **Units: 3**
Shakespeare's principal plays read for their social interest and their literary excellence. Selections from comedies, tragedies and histories.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval

ENG 275 - Contemporary Literature **Units: 3**
The reading of recent literature of various types to acquaint students with contemporary writers.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: AS NEEDED

ENG 281 - Introduction to Language **Units: 3**
Nature and function of language, including an introduction to the linguistics subsystem of Modern English and the development of the English language.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: Fall

ENG 282 - Introduction to Language and Literary Expression **Units: 3**
The forms and function of language with special application to literary study.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: Spring

ENG 298 - Writing About Literature **Units: 3**
Introduction to literary study--literary terms, genre, time periods, and analysis.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: Fall

ENG 299 - Special Topics in English **Units: 1-3**
The successful student will be able to initiate one on one dialog between student and tutor, focusing on the degree to which the paper fulfills the requirements of the assignment. Diagnose written communication problems and offer suggestions for improving the writing quality. Help peers to evaluate their own writing in terms of fulfilling requirements of assignment, including the appropriate content, and accurately using grammar.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or instructor approval.
Term Offered: AS NEEDED

ENG 81A - ESL Listening and Speaking **Units: 3**
ENG 081A is an ESL Listening and Speaking course in which students learn speaking and listening skills based on academic content. Using topics typically covered in college courses, students engage in dialogs and discussions, take lecture notes, prepare oral presentations and learn to recognize and use various communication patterns. Satisfactory/Unsatisfactory grading. Course may be repeated for up to 6 credits.
Enrollment Requirements: Prerequisite: Qualifying ACCUPLACER test score.
Term Offered: Fall

ENG 81C - ESL Reading/Writing **Units: 4**
ENG 081C assists the ESL student to develop basic reading and writing skills in preparation for college courses. The reading segment will help students to improve confidence, fluency, speech and accuracy in reading. The writing segment will help students to develop short, well-organized paragraphs in several rhetorical styles. Students will learn techniques for revising their own writing with attention to identifying grammar and spelling problems and to expanding vocabulary.
Enrollment Requirements: Prerequisite: Qualifying ACCUPLACER test score.
Term Offered: Spring

ENG 83 - Pronunciation and Spelling for Non-Native Speakers **Units: 3**
ESL students will learn the skills to correct their pronunciation and spelling problems. Students will understand the relationship between written and spoken English. This course is ideal for students who experience persistent pronunciation and/or written communication problems.
Enrollment Requirements: Prerequisite: ACCUPLACER placement of English 081 level or above.
Term Offered: AS NEEDED

ENG 88 - ESL Grammar **Units: 3**
ENG 088, an intermediate-level English grammar course for non-native speakers, builds understanding of the forms, meanings and uses of key grammar structures, especially those expected in formal written communications. Application of grammar to the development and editing of the students' own writing and to understanding of written texts is emphasized. This course is especially useful for students taking the ENG 112D, 113 or 114 writing courses. Grading is S/U; the course may be repeated for up to six credits.
Enrollment Requirements: Prerequisite: Qualifying ACCUPLACER test score or completion of ENG 81A and ENG 81C.
Term Offered: Spring and Fall

ENG 96 - Integrated Reading, Writing, and Inquiry **Units: 4**
An intensive developmental course designed to provide the basic reading, writing, and critical thinking skills necessary for success in college-level academic courses. Instruction includes reading and writing processes, critical thinking strategies, and the recognition and composition of well-developed, coherent, and unified texts. The course focuses on helping students develop as active critical readers, strategic thinkers, and rhetorical writers who can address a variety of texts, including their own. With a C- or better, the student may take English 101.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Qualifying placement from one of the following options: ACCUPLACER Reading Comprehension scores, SAT, or ACT.
Term Offered: ALLSEM&W

ENG 97 - Basic Technical Communications **Units: 3**
Individualized instruction in reading technical texts and writing short reports similar to those required in business and industry. Designed for students in industrial technology courses.
Enrollment Requirements: Prerequisite: ACCUPLACER Reading Comp 86+ and WritePlacer 1-4.
Term Offered: AS NEEDED

ENG 98A - Composition Studio: Accelerated Learning Program **Units: 2**
A course designed to ensure success in ENG 101A, this course will offer additional support for the reading, writing, critical thinking, study skills, and language skills necessary to succeed in ENG 101A. Students must earn a C- in both ENG 98A and ENG 101A to succeed in this course and move on to ENG 102. A C- in ENG 98A, but not in ENG 101A qualifies the student to take ENG 101.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisites: Qualifying ACCUPLACER Reading Comprehension (RC) score, SAT, or ACT placement. Required co-requisite: ENG 101A.
Term Offered: All Semesters

English Skills Center (ESC)

ESC 1 - English Skills Course **Units: 4**
The English Skills Course (ESC-01) is an intensive course designed to develop college-level writing, reading, presentation, and study skills. It includes a step-by-step review of grammatical relationships, sentence patterns, punctuation and usage with concentration on the writing of expository paragraphs leading to essays. Additionally, it includes improvement in fundamental reading skills, including: word-attack skills, vocabulary development, reading comprehension, and fluency. Successful students will learn effective reading strategies to utilize before, during, and after reading. Study skills and presentation skills are embedded in the course.
Enrollment Requirements: Prerequisite: Qualifying ACCUPLACER test results.
Term Offered: Spring and Fall

Entrepreneurship (ENT)

ENT 200 - Fundamentals of Entrepreneurship **Units: 3**
This course explores the basics of entrepreneurship. This is a survey course that briefly introduces students to the various aspects and activities involved in entrepreneurship. Students then complete the focused courses on each aspect and complete the degree with the capstone ENT 280. The course will look at the characteristics of entrepreneurs, the cycle of entrepreneurship, idea generation and validation of an idea's ability to be successful, how to present your business idea to potential investors and how to take the plunge.
Term Offered: Spring and Fall

ENT 201 - Entrepreneurship: Science and Engineering **Units: 3**
This course looks specifically at the required skills for the scientist, engineer or applied technologies student that is seeking to start his/her own business. The course will look at the aspects for entrepreneurship including an introduction to the business plan, the financial aspects and the marketing components. Students will explore the process of going from technology idea to market including the management of labs and intellectual property process.
Term Offered: AS NEEDED

ENT 210 - The Art, Science and Discipline of Creativity **Units: 3**
Creativity is a critical component of successful organizations, in particular entrepreneurial ventures, in today's competitive and turbulent world. This class looks 'under the hood' of creativity to figure out what motivates and demotivates people to be creative and examines the latest theories regarding the physical, psychological and interactional influences on creativity, including creative problem solving and creativity in teams.
Term Offered: Spring and Fall

ENT 220 - International Women's Entrepreneurship **Units: 3**
This course looks at the effects of women entrepreneurs on the world economy and at the paths that women take to business ownership. The course will look at each region and analyze the effects of micro financing, environmental concern and development status on the role of women within the economy. The course will also look at the role of women in creating change within their respective region and internationally.
Term Offered: AS NEEDED

ENT 230 - Financing Your Small Business Venture **Units: 3**
This course explores the options that are available for financing your small business venture. Exploring ownership structures, venture capital, angel finance and the Small Business Administration. Students will complete the course with multiple avenues for financing new expanding existing business ventures.
Enrollment Requirements: Prerequisite: ENT 200
Term Offered: Fall

ENT 240 - Marketing for Small Business **Units: 3**
This course explores the marketing principles for the small business. Topics include integrated marketing approaches, ROI analysis, and how to effectively build relationships that build the small business venture.
Term Offered: Spring and Fall

ENT 260 - Intellectual Property **Units: 3**
This course explores and defines the laws surrounding intellectual property. In particular students will become acquainted with the patent process, culminating in the draft of a provisional patent application.
Enrollment Requirements: Prerequisite: ENT 200.
Term Offered: AS NEEDED

ENT 280 - Entrepreneurship and Business Plan Development **Units: 3**
This course provides an understanding of the principles of entrepreneurship and the knowledge and tools required to develop a quality business plan. Reflective of the body of entrepreneurship literature, student teams will use creativity and innovation techniques to generate new business ideas for which they will develop original, realistic and effective business plans. This is intended as a 'hands-on' experience that explores the steps taken in the process of developing and presenting a proper business plan. This will provide the opportunity for student teams to participate in a variety of local business plan competitions.
Term Offered: Spring and Fall

Environmental Science (ENV)

ENV 101 - Introduction to Environmental Science **Units: 3**
This course explores the fundamental components and interactions of earth's natural systems, the relationships between humans and environment, and solutions to current and potential environmental problems.
Term Offered: Spring and Fall

ENV 198 - Special Topics in Environment **Units: 0.5-6**
Covers selected topics of interest to students in environmental science. May be repeated for up to 6 credits.
Term Offered: AS NEEDED

ENV 290 - Internship in Environmental Studies **Units: 1-8**
A course designed wherein students will apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Department review of student's activities and development on the job required.
Term Offered: AS NEEDED

ENV 299 - Special Topics in Environmental Science **Units: 0.5-3**
Consideration of selected current problems and conceptual issues in environment. Issues selected will depend upon current interest of staff and students. No prerequisite.
Term Offered: AS NEEDED

Fire Science (FS)

FS 150 - Physical Fitness and Nutrition for Fire Service **Units: 3**
This course will assist the student in meeting the National Fire Protection Association Standards related to wellness for first responders. This course will also assist the student in preparing for the physical ability portion of Fire Service Testing. The course includes lectures on fitness, nutrition, stress and disease prevention. The course also includes aerobic and muscle development. Students will be required to complete a physical performed by a doctor meeting NFPA standards. This course will be required for those students not taking the Firefighter II program in the Academy format.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Fall

FS 198 - Special Topics in Fire Science **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

Fire Science Technology (FT)

FT 100 - Introduction to Emergency Services **Units: 3**
This course is designed to give a broad overview of each of the disciplines of emergency services including; Fire, Rescue, EMS, Law Enforcement, Hazardous Materials, and Emergency Management/ Emergency Operations Center functions.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

FT 101 - Introduction to Fire Protection **Units: 3**
This course covers the philosophy and history of fire protection; history of loss of life and property by fire; review of municipal fire defenses; study of the organization and function of federal, state, county and private fire protection agencies. The student will understand the hiring requirements of different agencies and the current job market in suppression, wildland firefighting, prevention and public education. In addition the student will learn the basic terms related to the fire service.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

FT 102 - Entry Level Firefighter **Units: 3**
This course will give the student the basic skills and knowledge necessary to combat structure fires under direct supervision.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

FT 106 - Firefighter I Academy **Units: 12**
The academy covers all of the National Fire Protection Association and Nevada State Firefighter I requirements. The curriculum covers fire behavior, firefighter safety, personal protective equipment, self-contained breathing apparatus, portable fire extinguishers, water supply, fire hose and appliances, nozzles, fire streams, basic building construction, ladders, ropes and knots, rescue procedures, forcible entry, ventilation, salvage and overhaul, hazardous material mitigation to the operational level, basic terrorism, and wildland firefighting (S-110, 130, 190).
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: EMS 108, MATH 95 or higher, ENG 101 and FT 101 or FT 102.
Term Offered: Fall

FT 109 - Internship in Firefighting **Units: 5**
A course designed wherein the students will apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Available to students who have completed all core and major requirements and have a 2.5 GPA. Contact the appropriate chairperson for the application, screening and required skills evaluation. Up to 8 semester hour credits may be earned on the basis of 100 hours of internship for 1 credit. May be repeated for up to 8 credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: FT 106 (or Firefighter II) and EMS 108 (or EMT-B)
Term Offered: AS NEEDED

FT 110 - Basic Wildland Firefighting **Units: 3**
This course introduces most aspects of wild land fire control including fire prevention, fire preparedness and fire suppression. Students will become familiar with the Incident Command System, fire behavior, maps, map reading and fire suppression with special emphasis on fire line safety.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Fall

FT 121 - Fire Prevention I **Units: 3**
Familiarization with national, state and local laws and ordinances influencing fire prevention and fire underwriting; principles and problems relating to fire prevention.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring

FT 122 - Codes/Ordinances I **Units: 3**
Familiarization with national, state and local laws and ordinances which influence the field of fire protection.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Fall

FT 125 - Build Construction I **Units: 3**
Fundamentals of building construction and design with emphasis on fire resistance of building materials, assemblies, exposures and related data focused on fire protection. The course will also deal with related codes and statutes and introduce basic blueprint reading.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring

FT 131 - Hazardous Materials **Units: 3**
A review of basic properties of solids, liquids and gases and the storage, handling, law, standards and firefighting practices pertaining to hazardous materials.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

FT 151 - Fire Protection Hydraulics and Water Supply **Units: 3**
Review of basic mathematics; hydraulic laws and formulae as applied to fire science; application of formula and mental calculations on hydraulic problems; water distribution systems; water supply problems; underwriter's requirements for pumps. *
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MATH 96 or equivalent or Accuplacer, ACT/SAT test results.
Term Offered: AS NEEDED

FT 200 - Leadership and Ethics in Emergency Service **Units: 3**
This course is designed to give a comprehensive view of leadership in emergency services. It is designed around 12 topics of leadership including; problem solving, decision making, planning skills and cycles, communication, managing multiple roles, creativity, enhancing your personal power base, ethics, situational leadership, delegating, coaching, and discipline. This course and material are directly structured and related to the National Fire Academy and Emergency Management Institute under direction of FEMA and Homeland Security.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

FT 206 - Firefighter II Academy **Units: 10**
This academy builds on the Firefighter I Academy and reinforces those basic skills. In addition this academy covers: fire department communications, foams, fireground operations (tactics and strategies), advanced rescue operations, firefighter survival, fire prevention, public education, advanced building construction, pre-planning, equipment operation, equipment maintenance, equipment and hose testing, basic hydraulics, intermediate wildland fire behavior (S-290), basic air operations (S-270), hydrant testing, and basic vehicle extrication.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: FT 106 or Firefighter I Certification.

FT 212 - Fire and Ecology **Units: 3**
Fire Ecology and Ecosystem Management studies the science of ecosystem management and the effects of fire on ecosystem. In addition the course studies the past and future of fire as a tool in ecosystem management as well as the social, economic, legal and political considerations.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring

French (FREN)

FREN 111 - First Year French I **Units: 4**
Introduction to the language through the development of language skills and through structural analysis. Includes an introduction to French culture. This course transfers to UNR as FREN 111.
Term Offered: Fall

FREN 112 - First Year French II **Units: 4**
Introduction to the language through the development of language skills and through structural analysis. Includes an introduction to French culture. This course transfers to UNR as FREN 112.
Enrollment Requirements: Prerequisite: FREN 111 or a French CAPE Placement score over 260.
Term Offered: Spring

FREN 198 - Special Topics in French **Units: 1-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Term Offered: AS NEEDED

FREN 211 - Second Year French I **Units: 3**
Emphasis is on structural review, conversation, writing, and readings from texts. This course transfers to UNR as FREN 211.
Enrollment Requirements: Prerequisite: FREN 112 or a French CAPE Placement score over 337.
Term Offered: Fall

FREN 212 - Second Year French II **Units: 3**
A continuation of French 211. Structural review, conversation, writing and readings in modern literature. This course transfers to UNR as FREN 212.
Enrollment Requirements: Prerequisite: FREN 211 or equivalent or qualifying CAPE placement score.
Term Offered: Spring

Geography (GEOG)

GEOG 103 - Physical Geography of Earth's Environment **Units: 3**
Spatial study of the processes and dynamic systems shaping the Earth's physical environment. Topics include the nature and distribution of weather, climate, vegetation, soils, and landforms. Emphasis is placed upon the interconnectedness of the environment and the interrelationships between it and human society. Field trips may be required. Satisfies UNR science core curriculum.
Enrollment Requirements: Prerequisite: MATH 120 or 126 and ENG 98 or qualifying placement scores. Corequisite: GEOG 104.
Term Offered: Spring and Fall

GEOG 104 - Physical Geography Lab **Units: 1**
This course is designed to provide supplemental exercises in topics covered in the Physical Geography lecture course (See GEOG 103 for description). Lab experiences will include map analysis and interpretation, weather forecasting, landform identification, tectonics, biogeography, and habitat analysis. Field trips might be required.
Enrollment Requirements: Prerequisite: MATH 120 or 126 and ENG 98 or qualifying placement scores. Corequisite: GEOG 103.
Term Offered: Spring and Fall

GEOG 106 - Introduction to Cultural Geography **Units: 3**
An introduction to the distribution, characteristics, and complexity of the human cultural landscape. Issues addressed include human-environment interaction, population growth, development, resource utilization, popular and folk culture, and the role of technology in society. Satisfies UNR social science core curriculum.
Enrollment Requirements: Prerequisite: Completion of or concurrent enrollment in ENG 98 or qualifying English placement score.
Term Offered: Spring and Fall

GEOG 121 - Climate Change: the Science Basis **Units: 4**
This course explores the science of climate change and how scientists use models, observations, and theory to make predictions about future climate. The possible consequences of climate change and its impact on the landscape, water resources, species distributions, and human populations are explored. Laboratory experiences investigate climate data and data models. This course may include fieldwork. Satisfies UNR natural science core curriculum.
Enrollment Requirements: Prerequisite: MATH 120 or 126 and ENG 98 or qualifying placement scores.
Term Offered: Spring

GEOG 198 - Special Topics in Geography **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Term Offered: AS NEEDED

GEOG 200 - World Regional Geography **Units: 3**
Survey of the world's major geographic regions, synthesizing their unique physical conditions, economic and political character, and distinctive cultures. Emphasis is placed upon the historical influences and contemporary trends that help explain current problems and conditions, and how these factor influence cultural diversity. Satisfies UNR social science core curriculum.
Enrollment Requirements: Prerequisite: Completion of or concurrent enrollment in ENG 98 or qualifying English placement score.
Term Offered: Spring and Fall

GEOG 205 - Applications of Geographic Information Systems **Units: 3**
Beginning techniques focusing on concepts and hands-on experience using Geographical Information System (GIS), special database software used in solving problems that can be mapped.
Term Offered: AS NEEDED

GEOG 210 - Introduction to Geotechnology **Units: 3**
Provides fundamental map concepts including the origins of maps, types of maps and projections, mapping techniques, location reference systems, and interpreting topographic maps. The uses of Geographic Information Systems (GIS), Global Positioning Systems (GPS), and remote sensing for data analysis and assimilation are also introduced.
Term Offered: Spring and Fall

GEOG 290 - Internship in Geography **Units: 1-8**
A course designed wherein students will apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Available to students who have completed all core and major requirements and have a 2.5 GPA. Contact the appropriate chairperson for an application, screening and required skills evaluation. Up to eight semester hour credits may be earned on the basis of 100 hours of internship for one credit. May be repeated for up to eight credits.
Term Offered: AS NEEDED

Geology (GEOL)

GEOL 100 - Earthquakes, Volcanoes and Natural Disasters **Units: 3**
This course will emphasize the geology of earth's natural hazards including earthquakes, volcanoes, tsunamis, landslides, global warming and ozone depletion. Students will learn how geologic processes can directly affect people, property and human made structures. Procedures to mitigate such hazards will be explored. In addition to earth's natural hazards, some other important concepts to be addressed include population growth pressures on natural resources, uniformitarianism and geology as a foundation to understanding our environment. Course entails three hours of lecture per week and four 3-5 hour mandatory laboratory exercises per semester.
Enrollment Requirements: Prerequisite: Completion of ENG 98 or higher and MATH 96 or higher, or qualifying ACCUPLACER, SAT, or ACT scores
Term Offered: Spring and Fall

GEOL 101 - Geology: Exploring Planet Earth **Units: 4**
A lecture- and laboratory-based course covering fundamental geologic concepts of plate tectonics, formation of rocks and minerals, earth forces that cause earthquakes and volcanoes, and the significance of geologic time in effecting changes in the distribution of continents and oceans. The laboratory experience reinforces and applies concepts discussed during lecture, including effective use of topographic and geologic maps, identification of common rocks and minerals, and three-dimensional interpretation of rock structures, such as folds and faults. The course consists of three hours lecture, three hours lab per week, and one full-day mandatory field activity. Completion of course transfers for four credits to UNR/UNLV.
Enrollment Requirements: Prerequisite: Completion of ENG 98 or higher and MATH 96 or higher, or qualifying ACCUPLACER, SAT, or ACT scores.
Term Offered: Spring and Fall

GEOL 102 - Earth and Life Through Time **Units: 4**
A lecture- and laboratory-based course examining the evolution of Earth through time including major events in the evolution of the crust, plate tectonics, and biosphere. Course is a continuation of an introductory sequence that begins with how physical processes shaped our planet in GEOL 101 and set the stage for how geological environments and life have changed through time as explored in this course. Course will emphasize how fossils are used to interpret ancient environments, the relationships between organisms, and to sequence the physical and paleobiological history of the Earth. The course consists of 3 hours of lecture and 3 hours of lab per week. A full-day field study is required. Course transfers four credits to UNR.
Enrollment Requirements: Prerequisite: GEOL 101 or consent of instructor.
Term Offered: Fall

GEOL 206 - Geology of Geothermal Energy Resources **Units: 3**
This course surveys the characteristics, distribution and energy potential of geothermal resources, both world wide and here in Nevada. Course content includes (1) geologic controls on distribution and nature of geothermal systems, (2) the main types of geothermal systems and how energy is harnessed using current technology, and (3) potential geothermal resources that may provide useful energy with emerging technology. The course consists of three hours of lecture per week and one three-hour-long lab and one half-day and one full-day of field studies. The field studies include examining and garnering geologic data of a producing geothermal field and collecting water chemistry and geologic data of an undeveloped but potential geothermal resource. Transfers three credits to UNR and satisfies elective credit for baccalaureate degree in geology.
Enrollment Requirements: Prerequisite: ENG 98 and MATH 96; or qualifying Accuplacer, ACT, or SAT scores. Prior successful completion of one or more of the following is recommended: ENGR 110, GEOL 100, GEOL 101, GEOG 103, GEOG 104, or NRES 100.
Term Offered: Fall

GEOL 260 - Introduction to Field Methods **Units: 2**
This course is a hands-on introduction to basic geologic map interpretation and field methods for geologic mapping. Students will learn how to interpret geologic features from aerial photos, measure strikes and dips of geologic structures and rock units, determine thickness of stratigraphic units, identify and map the distribution of different rock types and geologic structures, interpret geologic histories and potential hazards of different areas, and chronicle their findings in concise, well-written geologic reports.
Enrollment Requirements: Prerequisite: GEOL 101 or instructor approval.
Term Offered: Fall

GEOL 290 - Internship in Geology **Units: 1-3**
A course designed wherein students will apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Available to students who have completed all core and major requirements and have a 2.5 GPA. Contact the appropriate chairperson for an application, screening and required skills evaluation. Up to eight semester hour credits may be earned on the basis of 75 hours of internship for one credit. May be repeated for up to eight credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

German (GER)

GER 101 - Conversational German I **Units: 3**
A basic course emphasizing spoken communication. Course assumes that students have had no prior formal training. Writing, listening and reading skills will be explored.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

Graphic Communications (GRC)

Also see VIS (Visual Media) courses that are part of the Graphic Arts and Media Technology/Graphic Communications degrees and certificates.

GRC 100 - Introduction To Graphic Arts and Media Technologies Units: 3
Foundational course that introduces the many career opportunities available in graphic arts and media technologies. Creativity, methodologies, technologies, production workflows and distribution of media relevant to print, web/user interface and motion graphics will be discussed and hands-on projects will introduce skills required for GAMT degrees and certificates.
Term Offered: Spring and Fall

GRC 116 - Introduction to Digital Art & Design Units: 3
Foundation course that introduces computer graphics applications for the development of content for visual media. Class will present a project-based overview of vector-drawing and pixel editing content creation software.
Enrollment Requirements: Prerequisite: GRC 100, or can be taken concurrently.
Term Offered: Spring and Fall

GRC 117 - Introduction to Motion Graphics Units: 3
Foundation course that introduces computer systems and applications as they relate to motion graphics in digital media. Class will present a project-based overview of animation processes and digital video creation.
Enrollment Requirements: Prerequisite: GRC 116, or approval of instructor.
Term Offered: Spring and Fall

GRC 120 - Software Applications-Beginning Photoshop Units: 0.5-1
Software workshop focusing on beginning techniques and applications of the current version of Adobe Photoshop. Class is taught hands on with software demonstrations. Class may be used toward the Graphic Communications Certificate but may not be used toward the AAS Graphic Communications Degree.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

GRC 123 - Software Applications-Advanced Photoshop Units: 0.5-1
Software workshop focusing on advanced techniques and applications of the current version of Adobe Photoshop. Class is taught hands on with software demonstrations. Class may be used toward the Graphic Communications Certificate but may not be used toward the AAS Graphic Communications Degree.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

GRC 124 - Software Applications-Beginning Illustrator Units: 0.5-1
Software workshop focusing on beginning techniques and applications of the current version of Adobe Illustrator. Class is taught hands on with software demonstrations. Class may be used toward the Graphic Communications Certificate but may not be used toward the AAS Graphic Communications Degree.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

GRC 125 - Graphics Software Certification Units: 1-2
Intermediate level graphic design software courses meant to prepare students for the Adobe Certified Associate (ACA) exams. Classes will include information on production processes, design principles and software specific instruction, as outlined in the current published Adobe ACA exam objectives. Please verify version of Adobe software in the current class schedule. Course does not include taking the ACA exam. This course may be repeated for up to eight credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: NoneNOTE: If student is working towards the Graphic Software Skills Certificate, GRC 118 and GRC 119 should be taken prior to this class.

GRC 126 - Software Applications-Advanced Illustrator Units: 0.5-1
Software workshop focusing on advanced techniques and applications of the current version of Adobe Illustrator. Class is taught hands on with software demonstrations. Class may be used toward the Graphic Communications Certificate but may not be used toward the AAS Graphic Communications Degree.
Transferability: May not transfer towards an NSHE bachelor's degree

GRC 127 - Software Applications-Beginning InDesign Units: 0.5-1
Software workshop focusing on beginning techniques and applications of the current version of Adobe InDesign. Class is taught hands on with software demonstrations. Class may be used toward the Graphic Communications Certificate but may not be used toward the AAS Graphic Communications Degree.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

GRC 128 - Software Applications-Advanced InDesign Units: 0.5-1
Software workshop focusing on advanced techniques and applications of the current version of Adobe InDesign. Class is taught hands on with software demonstrations. Class may be used toward the Graphic Communications Certificate but may not be used toward the AAS Graphic Communications Degree.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

GRC 129 - Software Applications-Beginning Dreamweaver Units: 0.5-1
Software workshop focusing on beginning techniques and applications of the current version of Adobe Dreamweaver. Class is taught hands on with software demonstrations. Class may be used toward the Graphic Communications Certificate but may not be used toward the AAS Graphic Communications Degree.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

GRC 130 - Software Applications-Beginning Flash Units: 0.5-1
Software workshop focusing on beginning techniques and applications of the current version of Adobe Flash. Class is taught hands on with software demonstrations. Class may be used toward the Graphic Communications Certificate but may not be used toward the AAS Graphic Communications Degree.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

GRC 131 - Software Applications-Premiere/Soundbooth Units: 0.5-1
Software workshop focusing on beginning techniques and applications of the current version of Adobe Premiere and Soundbooth. Class is taught hands on with software demonstrations. Class may be used toward the Graphic Communications Certificate but may not be used toward the AAS Graphic Communications Degree.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

GRC 132 - Drawing for Animation Units: 3
Drawing instruction for students wishing to pursue animation as a career field. Course will focus on human figure drawing, animal drawing, drawing humans and animals in motion, animation character design, animation background and location design, and drawing for visual storytelling applicable for motion graphics, video production and interactive design.
Enrollment Requirements: Prerequisite: ART 101 and GRC 100, or approval of instructor.
Term Offered: Fall

GRC 135 - Storyboarding **Units: 3**
Introduction to techniques and strategies for visual storytelling. Visual language and syntax for narrative, non-linear, alternative and experimental storytelling methodologies will be explored. Story structure, character development, style, premise, genre, and format (commercial ad, interstitial, PSA, short, feature, music video, Web, games, etc.) will be discussed.
Enrollment Requirements: Prerequisite: GRC 132, or can be taken concurrently.
Term Offered: Spring

GRC 153 - Commercial Printing Processes **Units: 3**
An intermediate course in commercial printing processes including screen printing and offset lithography. Hands-on class will focus on electronic pre-press and printing methods used in commercial printing.
Enrollment Requirements: Prerequisite: GRC 116, or approval of instructor.
Term Offered: Spring

GRC 175 - Web Design I **Units: 3**
Introduction to authoring for the World Wide Web using industry standard software applications. Topics covered include planning, designing and building a Web site, aesthetics, creating and optimizing computer graphics for Web, information architecture, navigation and interactivity, Web publishing, Web hosting and site management.
Enrollment Requirements: Prerequisites: GRC 116, or approval of instructor.
Term Offered: AS NEEDED

GRC 182 - Digital Video Production **Units: 3**
Introduction to the basic principles and practices of digital video production. The course covers every phase of introductory digital video preproduction, production and post-production processes from 'concept to final output', including story and concept development, lighting, recording and capturing footage, importing and managing clips, editing methods, transitions, special effects, titles, and credits, sound design and output to different formats.
Enrollment Requirements: Prerequisite: GRC 117 or instructor approval.
Term Offered: AS NEEDED

GRC 198 - Special Topics in Graphic Communications **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The class will be a variable credit of one-half to six credits depending upon class content and number of hours required. The course may be repeated for up to six credits.
Term Offered: AS NEEDED

GRC 200 - Design Thinking & Methodologies **Units: 3**
Intermediate course that will build upon skills and processes learned in GRC 116. Students will broaden their techniques for ideation and effective design thinking and analysis. Students will produce studio design exercises and projects that will increase technical fluency in industry-standard software applications. This class will prepare students for lower and upper division GAMT courses, and will increase conceptual thinking and improve their technical skillsets.
Enrollment Requirements: Prerequisite: GRC 116, or approval of instructor.
Term Offered: Spring and Fall

GRC 210 - Typography I **Units: 3**
The historical context of letterforms, introducing the theories and technologies of typographic communication, design and execution. Studio-based projects focus on practical analysis, visual and conceptual interaction of type and image, and the creative exploration of type as a formal element.
Enrollment Requirements: Prerequisites: GRC 200, or approval of instructor.

GRC 220 - Graphic Design I **Units: 3**
Principles and language of graphic design and media. The course will develop an understanding of visual communication theories, processes and methods using current industry technologies.
Enrollment Requirements: Prerequisite: GRC 200, or approval of instructor.

GRC 275 - Web Design II **Units: 3**
Intermediate Web page design using industry-standard applications. Topics include planning and design, programming, interactivity, behaviors, animation, page weighting, meta tags, databases, Web hosting and site management.
Enrollment Requirements: Prerequisite: GRC 175 and CIT 151, or approval of instructor.
Term Offered: AS NEEDED

GRC 282 - Motion Graphics for Video **Units: 3**
The principles of visual design and color, animation and sound design applied to motion graphic design. The creation of combined animated and live action video title sequences, vignettes and advertising interstitials using typographic, visual and auditory elements.
Enrollment Requirements: Prerequisite: GRC 182 or instructor approval.
Term Offered: AS NEEDED

GRC 284 - 3D Modeling and Texturing **Units: 3**
Introduction to 3-Dimensional (3D) modeling, texturing techniques within many CGI industry production processes. Topics include basic to intermediate geometric polygonal and organic 3D modeling, creating CGI environments, creating and applying 2D textures to 3D models, creating and applying CGI lighting techniques and basic rendering process.
Enrollment Requirements: Prerequisite: VIS 120 and GRC 132 or approval of instructor.
Term Offered: AS NEEDED

GRC 290 - Internship in Graphic Communications **Units: 1-8**
Supervised work experience with a selected graphic communications business, dependent upon students selected major emphasis. Course is designed to apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor. Available to students entering their last semester of instruction for the GRC associates degree. Contact the department advisor for application, screening and required skills evaluation. 45 hours on the job per credit.
Enrollment Requirements: Minimum 18 units of GRC classes or approval of instructor.
Term Offered: AS NEEDED

GRC 294 - Portfolio Workshop **Units: 3**
Development of a portfolio for employment in the graphic communications/visual media or transfer to a four-year program. Class will deal with the professional and legal requirements of working in the graphic communications or digital media industry.
Enrollment Requirements: Prerequisite: Minimum 24 units of GRC classes or approval of instructor.
Term Offered: Spring

GRC 298 - Special Problems in Graphic Communications **Units: 0.5-6**
Selected advanced topics and workshops relating to specific areas of graphic communications. The class will be a variable credit of one-half to six credits depending upon class content and number of hours required.
Term Offered: AS NEEDED

GRC 299 - Independent Study **Units: 1-6**
This course is designed for advanced students to pursue work in a specific area of graphic communications. Students must submit a written proposal which becomes a contract for the course of study. Students must meet with a faculty advisor on a regular basis. Course may be repeated up to 6 credits.
Term Offered: AS NEEDED

GRC 300 - History of Graphic Arts and Media Technologies **Units: 3**
This course covers the history of graphics and media from the dawn of writing until today, including the development of typography and books; Arts & Crafts and the private press; posters, printing history, history of advertising; the Bauhaus and 20th century design; and new media into the 21st century.
Enrollment Requirements: Prerequisite: GRC 100 and ENG 101 (or equivalent), or approval of instructor.

GRC 310 - Typography II **Units: 3**
Advanced exploration of communication and structural aspects of typography. Focus on layout and page design systems, experimentation and expressively using type to enhance meaning.
Enrollment Requirements: GRC 210 or approval of instructor.

GRC 335 - Compositing and Visual Effects **Units: 3**
Introduction to processes and practices of visual image compositing and the creation of visual effects for motion graphics sequences and video production. Exploration of techniques such as green screen, mattes, parallax motion, lighting and other visual effects.
Enrollment Requirements: Prerequisite: GRC 182 or approval of instructor.

GRC 340 - 3D Rigging and Animation **Units: 3**
Introduction to 3-Dimensional (3D) Rigging and Animation, by applying an internal rig and controls to 3D characters and models. Application of animation techniques to characters and models. Topics include: basic understanding of the parent/child relationships with the bone to joint method of a rig, controls with constraints, weight painting/skinning with attaching geometry, blend shapes and basic understanding of motion/timing with rigged objects by applying the basic principles of animation.
Enrollment Requirements: Prerequisite: GRC 284 or approval of instructor.

GRC 353 - Commercial Printing Processes II **Units: 3**
An advanced course in commercial printing processes including screen printing and offset lithography. Hands-on course will focus on electronic pre-press and production processes used in commercial printing for content creation, optimization, output, and printing production.
Enrollment Requirements: Prerequisite: GRC 153 and GRC 200 or approval of instructor.

GRC 355 - Graphic Design II **Units: 3**
Advanced visual communication problems within the context of graphic design, advertising design, and a variety of media.
Enrollment Requirements: GRC 220 or approval of instructor.

GRC 365 - Web & User Interface Design **Units: 3**
Course will allow students to engage with the interfaces between human beings and information systems in a critical way. Students will learn industry-standard methods for how to approach the design of user interfaces and key theories and frameworks that underlie the design of most interfaces in use today.
Enrollment Requirements: GRC 210 and GRC 275, or approval of instructor.

GRC 370 - Content Management Systems **Units: 3**
Web designers and developers use content management systems (CMS) to constantly update web pages and properties with fresh content to engage web visitors. Students will learn how to develop, design, and maintain these content managed websites. This course will present the principles and functionality of modern content management systems; how to create and manage databases to run those websites and how to design and develop a content managed website using industry standard principles and practices.
Enrollment Requirements: GRC 210 and GRC 275, or approval of instructor.

GRC 390 - Junior Capstone **Units: 3**
Course will cover topics related to business practices and entrepreneurship and the development of a semester-long independent project in graphic arts and media technology. Students will create a multi-component, content-driven project that demonstrates their ability to identify, research, produce and implement complex solutions. A final professional presentation will be required.
Enrollment Requirements: Must be taken during the last semester of Advanced Certificate program, departmental approval is required.

Health Information Technology (HIT)

HIT 180 - Health Information Management **Units: 3**
Students who wish to work in the healthcare industry must show skills as pertaining to the collection, storage and safety of patient's information. Students will learn the basics of Information Technology to accomplish this to include computers, software, servers and networking.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

Hebrew (HEB)

HEB 113 - Hebrew I **Units: 4**
Development of language skills in listening, speaking, reading, writing and structural analysis. Emphasis placed on speaking.
Term Offered: AS NEEDED

HEB 114 - Hebrew II **Units: 4**
The object of this course is to develop a basic proficiency in Hebrew through practice in the use of basic language skills and acquisition of vocabulary.
Enrollment Requirements: Prerequisite: HEB 113.
Term Offered: AS NEEDED

HEB 198 - Special Topics in Hebrew **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Term Offered: AS NEEDED

HEB 221 - Intermediate Hebrew I **Units: 3**
Structural review, conversation, reading, and writing in Modern Hebrew.
Enrollment Requirements: Prerequisite: HEB 114.
Term Offered: AS NEEDED

HEB 222 - Intermediate Hebrew II **Units: 3**
Structural review, conversation, reading, and writing in Modern Hebrew.
Enrollment Requirements: Prerequisite: HEB 221.
Term Offered: AS NEEDED

History (HIST)

HIST 101 - US History to 1877 **Units: 3**
Survey of U.S. political, social, economic, diplomatic and cultural development from colonial times to 1877. Satisfies the United States Constitution requirement.
Term Offered: All Semesters

HIST 102 - U. S. History since 1877 **Units: 3**
Survey of U.S. political, social, economic, diplomatic and cultural development from 1877 to the present. Includes examination of the Nevada Constitution and satisfies the Nevada Constitution requirement.
Term Offered: All Semesters

HIST 105 - European Civilization to 1648 **Units: 3**
Survey of the development of Western civilization up to 1648.
Term Offered: All Semesters

HIST 106 - European Civilization since 1648 **Units: 3**
Survey of the development of Western civilization from 1648 to the present.
Term Offered: All Semesters

HIST 111 - Survey of U.S. Constitutional History **Units: 3**
A survey of the origin, development, and history of the United States Constitution and the Nevada Constitution. Satisfies the U.S. and Nevada Constitution requirements.
Term Offered: All Semesters

HIST 208 - World History I **Units: 3**
A survey of the societies and cultures of Asia, Africa, the Middle East, Europe, the Americas and Oceania to 1600. Satisfies TMCC Diversity requirement.
Term Offered: Spring and Fall

HIST 209 - World History II **Units: 3**
A survey of the societies and cultures of Asia, Africa, and Middle East, Europe, the Americans and Oceania since 1600. Satisfies TMCC Diversity requirement.
Term Offered: Spring and Fall

HIST 215 - History of Sexuality in the United States **Units: 3**
History of sexual identities, practices, and politics in the United States, focusing on the 19th century through present.
Term Offered: AS NEEDED

HIST 217 - Nevada History **Units: 3**
Nevada history from exploration to the present. Includes examination of the Nevada Constitution and satisfies the Nevada Constitution general education requirement.
Term Offered: All Semesters

HIST 227 - Introduction to Latin American History & Culture I **Units: 3**
An overview of Hispanic history including language, literature, geography, religion, music and politics from the pre-Columbian era to 1826.
Term Offered: AS NEEDED

HIST 228 - Intro to Latin American History and Culture II **Units: 3**
An overview of Hispanic history including language, literature, geography, religion, music and politics from 1826 to the present.
Term Offered: AS NEEDED

HIST 251 - Introduction to Historical Methods **Units: 3**
Introduction to the basic concepts and techniques of historical investigation and writing.
Enrollment Requirements: Prerequisite: Completion of 9.0 units in History with grades of 'C' or better.
Term Offered: Spring

HIST 289 - Introduction to the History of the Middle East **Units: 3**
History of the Middle East from antiquity through the fifteenth centuries with special emphasis on Islam in both the religious and cultural senses and upon its institutional, political, and economic development; from the sixteenth to the twentieth century with emphasis upon the Ottoman system, the economic, cultural, and political impact of imperialism and the emergence of the modern state systems. Includes cross-cultural comparisons across the region and places Middle Eastern culture within the context of the world community.
Term Offered: AS NEEDED

HIST 291 - Intro to Women's History and Literature in the US **Units: 3**
This interdisciplinary survey course examines women's history and gender relations in the United States from the colonial period to the present. It explores the dynamics and cultural construction of race, ethnicity, class, and gender in women's historical experience. In addition, it examines the portrayal of women in literature and, to a lesser extent, in art, music and film. Multi-cultural perspectives will be included through examination of African American, Native American and Latina writers. Same as ENG 294.
Term Offered: AS NEEDED

HIST 295 - Special Topics in History **Units: 3**
Provides students with the opportunity to explore the significance and historical origins of world issues and events requiring special focus. This course allows faculty the flexibility to address issues and concepts of immediate relevance in global society. Students may repeat this course to a maximum of nine credits.
Term Offered: AS NEEDED

Hotel, Casino, Culinary, Resort (HMD)

HMD 101 - Introduction to Hospitality **Units: 3**
Survey of the history, likely direction, and dynamics of the hospitality industry from the perspective of the global economy, with emphasis on the wide variety of career opportunities.

HMD 120 - Introduction to the Customer Experience **Units: 3**
Explore the intrapersonal, interpersonal, and structural components that make up an optimal customer service experience in the global hospitality industry.

HMD 198 - Special Topics in Hospitality and Tourism Management **Units: 0.5-3**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable of one-half to three credits depending on the course content and number of hours required. The course may be repeated for up to three credits.

HMD 202 - Housekeeping Operations **Units: 3**
This course will provide an overview of the application of various systems, procedures, and controls associated with a housekeeping department at a modern hotel or another tourism venue. Emphasis on management delegation, scheduling systems, routines, and equipment requirements.
Enrollment Requirements: Prerequisite: HMD 101

HMD 203 - Front Office Operations **Units: 3**
A systematic learning approach to front office procedures where the flow of business through a hotel, from the reservations process to check-out and account settlement, is explored in detail. Various elements of effective front office management will be examined, paying particular attention to the planning and evaluation of front office operations.
Enrollment Requirements: Prerequisite: HMD 101

HMD 220 - Facilitating the Customer Experience **Units: 3**
Explore the intrapersonal, interpersonal, and structural components that make up an optimal customer service experience in the global hospitality industry.
Enrollment Requirements: HMD 101 and ENG 101

HMD 225 - Foundations of Hospitality Leadership **Units: 3**
Theories of leadership are introduced and examined in the context of personal leadership, team dynamics, emotional intelligence, coaching, and ethics. Success factors related to competencies, skills, and leader behaviors are investigated. The challenges of leading diverse groups are explored including cultural, gender, and generational differences.
Enrollment Requirements: HMD 101 and ENG 102

HMD 226 - Hospitality Technology Management **Units: 3**
This course is a survey of computer applications, issues, and trends in the hospitality industry. Emphasis is placed on the role of technology in operations and management of technology as a strategy. Additionally, current technology issues of interest and importance to the industry will be explored.
Enrollment Requirements: Prerequisite: HMD 101

HMD 253 - Hospitality Services Management **Units: 3**
HMD 253 is a services management course designed for hospitality operations management. Students will learn about the key factors that contribute to service quality and guest satisfaction in services, and why these two objectives are so difficult to consistently achieve in hospitality. The essential roles of the employees and the customers in service delivery will be closely examined. Throughout the course, strategies and tactics that emphasize high quality service delivery will be stressed.
Enrollment Requirements: Prerequisites are: HMD 101, CUL 105, ENG 102

Human Development and Family Studies (HDFS)

HDFS 201 - Lifespan Human Development **Units: 3**
This course is the study of human growth and development from conception through death. All domains of development are studied including physical, cognitive, and social/emotional aspects of development.
Term Offered: Spring and Fall

HDFS 202 - Introduction to Families **Units: 3**
This course is a study of contemporary family life. Students are introduced to family research and theory and the family life cycle. The dynamics of family systems, including communication, gender issues, intimacy and love, marriage and divorce, sexuality, parenting, balancing work and family, diversity in family structure, and family stress are also explored.
Term Offered: Spring and Fall

HDFS 232 - Diversity in Children **Units: 3**
This course focuses on the development of young children from birth through eight years old. It examines the typical and atypical physical, social/emotional, language and cognitive development of young children. The course is also a study of how children are diverse in many ways including language, culture, race, religion, ethnicity, gender/sexuality, family circumstance, and ability. Students explore their own understanding of diversity, multiculturalism, and tolerance and apply concepts of both child development and diversity to their own work with young children. Satisfies TMCC Diversity requirement.
Term Offered: Spring and Fall

Humanities (HUM)

HUM 101 - Introduction to Humanities I **Units: 3**
A survey of the major cultural influences from ancient Egypt through the Renaissance in western civilization: music, art, literature, film and philosophy. Course considers important movements and figures.
Term Offered: All Semesters

HUM 102 - Introduction to Humanities II **Units: 3**
A survey of the major cultural influences from the Baroque to the Modern Era in western civilization: music, art, literature, film and philosophy. Course considers important movements and figures. A continuation of Humanities 101.
Term Offered: AS NEEDED

HUM 105 - The Art of Film **Units: 3**
This course will introduce the study of films from particular genres (for example, the science fiction film), directors (for example, the films of Alfred Hitchcock) or stars (for example, the films of Katherine Hepburn) and relate them to the human values these films depict. It will also introduce some of the techniques and language of filmmaking in general. (Same as THTR 180.)
Enrollment Requirements: Prerequisite: Completion of ENG 101 or equivalent.
Term Offered: Spring and Fall

HUM 106 - Introduction to the American Motion Picture **Units: 3**
This course gives insight into the development of film as an artistic medium in the United States, organized chronologically and discussing outstanding directors and producers.
Enrollment Requirements: Prerequisite: Completion of ENG 101 or equivalent.
Term Offered: AS NEEDED

HUM 198 - Special Topics in Humanities **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Term Offered: AS NEEDED

HUM 201 - History of the Built Environment **Units: 3**
This course will review the built form of architecture and urban design from various cultures an civilizations throughout history. Specific periods include the Ancient World, the Medieval Period, the Renaissance and Modern Times. Historical events along with developments in architecture of non-western civilizations that have shaped philosophies, cultures and civilizations will also be discussed . Same course as AAD 201. Satisfies TMCC Diversity requirement.
Enrollment Requirements: Prerequisite: ENG 96 or equivalent placement score.
Term Offered: Spring and Fall

HUM 211 - Survey of Chinese Culture **Units: 3**
Survey of Chinese Culture will introduce the student to key events and concepts from China's cultural development from roughly the time of the ancient Shang dynasty to the People's Republic of China. China's contributions to philosophy, literature and art. Fulfills TMCC and UNR Diversity requirement.
Term Offered: AS NEEDED

HUM 214 - Survey of Middle East Culture **Units: 3**
Survey of Middle East Culture introduces students to the many peoples, cultures, and religions of the Middle East. A fundamental focus of the course is the understanding and analysis of interrelations between diverse cultures. The course explores the unique trends and forms of literature, architecture, paintings, and music that have spread throughout the Middle East region. It also analyzes how thinkers, writers and artists in these societies have expressed the religious, political and gender divisions within their own cultures. Finally, the course includes an examination of the complex relationships between the Middle East and the West. The class fulfills UNR's diversity requirement.
Term Offered: AS NEEDED

HUM 225 - A Cultural Perspective: Spain...New Mexico **Units: 3**
A perspective of cultural diversity in Spain and the American Southwest. This course will introduce the differing cultures of Spain within a historical context. Students will look closely at the intertwining of art, religion and history during the Middle Ages, focusing on the Camino de Santiago, the St. James pilgrimage route across northern Spain that is still traveled today. The course will include a study of the influence of the Moors upon the language, art and philosophy of Spain. It will trace the first Spanish explorers as they brought the traditions of the Old World into New Mexico, before the founding of Jamestown. This blending of the Spanish and Pueblo cultures has resulted in the uniqueness of the Southwest today. The course will be taught in English and is the same as Spanish 225.
Term Offered: Fall

HUM 260 - American Indian Literature and Culture **Units: 3**
This course explores the continuity between oral traditions of American Indian culture and literary works of contemporary American Indian authors. Participants will gain knowledge of tribal creation accounts, trickster cycles, and traditions of illness and curing.
Term Offered: AS NEEDED

HUM 271 - Film and Literature **Units: 3**
This course introduces students to the world's great literature through study and analysis of the written text and the experience of viewing the adaptation of the text to the film medium. Students will not only gain a historical perspective and aesthetic understanding of classic literary works, but they will also experience the visual interpretation of the work in another medium.
Enrollment Requirements: Prerequisite: Completion of or concurrent enrollment in ENG 101 or qualifying English placement score.
Term Offered: AS NEEDED

HUM 272 - Shakespeare Through Film **Units: 3**
This course introduces students to the plays of Shakespeare through reading the plays, viewing film versions of the plays and exploring Shakespeare's art through discussion and writing. The critical emphasis will evaluate the film presentations as an interpretation of Shakespeare's text.
Term Offered: AS NEEDED

HUM 295 - Issues in Humanities **Units: 1-9**
Explores ideas, issues, and movements worthy of special focus for their significant impact on the cultural, social, political, or spiritual values of human civilization.
Term Offered: AS NEEDED

Interdisciplinary Studies (IDS)

IDS 299 - General Internship Program **Units: 1-3**
The purpose of this course is to prepare students for the world of work by providing a structured internship experience that reinforces classroom concepts through hands-on application. This course takes a reflective approach to career development by facilitating students' understanding and competence of a particular career path.
Enrollment Requirements: Prerequisite: Student must have 30 credits of completed coursework prior to enrollment in IDS 299. Student must have a minimum GPA of 2.5. Student must have permission of faculty member and internship coordinator.

Information Systems (IS)

IS 101 - Introduction to Information Systems **Units: 3**
An introduction to computer terminology, hardware and application programs for management information systems. Students are introduced to business, industry and education applications of popular software using spreadsheets, word processors, and databases. 'Hands-on' experience is provided through student use of open labs.
Term Offered: Spring and Fall

IS 201 - Computer Applications **Units: 3**
Advanced topics in spreadsheets, microcomputer-based database management systems and macro-programming.
Enrollment Requirements: Prerequisite: IS 101 or equivalent.
Term Offered: Spring and Fall

Italian (ITAL)

ITAL 111 - First Year Italian I **Units: 4**
Introduction to the language through the development of language skills and through structural analysis. Includes an introduction to Italian culture. Transfers to UNR as ITAL 111.
Term Offered: Fall

ITAL 112 - First Year Italian II **Units: 4**
Introduction to the language through the development of language skills and through structural analysis. Includes an introduction to Italian culture. This course transfers to UNR as ITAL 112.
Enrollment Requirements: Prerequisite: ITAL 111 or equivalent course or instructor's approval.
Term Offered: Spring

ITAL 211 - Second Year Italian I **Units: 3**
Emphasis is on structural review, conversation, writing, and readings from texts. This course transfers to UNR as ITAL 211.
Enrollment Requirements: Prerequisite: ITAL 112 or equivalent course or instructor's approval.
Term Offered: Fall

ITAL 212 - Second Year Italian II **Units: 3**
Emphasis is on structural review, conversation, writing, and readings from texts. Completion of ITAL 212 meets the Associate of Arts language requirement. This course transfers to UNR as ITAL 212.
Enrollment Requirements: Prerequisite: ITAL 211 or equivalent course or instructor's approval.
Term Offered: Spring

Japanese (JPN)

JPN 101 - Conversational Japanese I **Units: 3**
A course emphasizing spoken communication. Writing, listening and reading skills will be explored.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

JPN 102 - Conversational Japanese II **Units: 3**
A continuation of Japanese 101.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: JPN 101 or instructor approval.
Term Offered: AS NEEDED

JPN 198 - Special Topics in Japanese **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Term Offered: AS NEEDED

Journalism (JOUR)

JOUR 101 - Critical Analysis of Mass Media **Units: 3**
Survey of the role of newspapers, radio, television, advertising and public relations organizations. Interpretation of the day's news and analysis of media performance.
Term Offered: Spring and Fall

JOUR 102 - News Reporting and Writing **Units: 3**
Introduction to the principles of researching news stories, gathering information in the appropriate arenas and writing clear and accurate articles in accordance with journalistic standards established by the Associated Press. Explores the roles and responsibilities of a reporter for a news organization in keeping the public informed as well as acting as a watchdog. Examines ethical concerns in journalism and legal issues that influence media coverage.
Enrollment Requirements: Prerequisite: ENG 98 or qualifying Accuplacer, ACT or SAT scores.
Term Offered: Spring and Fall

JOUR 105 - News Production I **Units: 3**
Introduction to news and features gathering, writing and presentation with practical application demonstrated in production of a campus print publications, Web pages, and electronic programming (e.g., podcasts).
Term Offered: Spring and Fall

JOUR 106 - News Production II **Units: 3**
Students write and edit more complex news and feature materials as staff members for campus newspaper, Web pages, podcasts, and other student journalistic vehicles.
Enrollment Requirements: Prerequisite: JOUR 105.
Term Offered: Spring and Fall

JOUR 107 - Media Writing **Units: 3**
Introduction to collecting, analyzing and presenting information across contemporary news media platforms. Emphasizes writing in journalistic styles with clarity.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 100 with a grade of C or better, or concurrent enrollment in ENG 100 or ENG 101.
Term Offered: Spring and Fall

JOUR 108 - Media Design **Units: 3**
Introduction to media production tools and computer interfaces; emphasis on visual literacy, imaging, video and audio editing.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 100 with a grade of C or better, or concurrent enrollment in ENG 100 or ENG 101.
Term Offered: AS NEEDED

JOUR 115 - Photojournalism Basics **Units: 3**
Course emphasizes practical and technical considerations of print and Web photographic publishing. Students must already possess background in film and digital photography.
Enrollment Requirements: Prerequisite: ART 141 or permission of instructor.
Term Offered: AS NEEDED

JOUR 118 - Web Page Basics **Units: 3**
Course introduces basic Web design and emphasizes factors typical to journalistic dissemination, such as posting timely material, legal, and other considerations.
Enrollment Requirements: Prerequisite: JOUR 101.
Term Offered: AS NEEDED

JOUR 119 - Digital Audio Basics **Units: 3**
Course introduces beginning digital audio capture and editing for both traditional radio and new media such as podcasts.
Enrollment Requirements: Prerequisite: JOUR 101.
Term Offered: AS NEEDED

JOUR 130 - Digital Video Basics **Units: 3**
Course introduces beginning digital video capture and editing for short journalistic television segments, commercials, and Internet clips with a journalistic emphasis.
Enrollment Requirements: Prerequisite: JOUR 101.
Term Offered: AS NEEDED

JOUR 198 - Special Topics in Journalism **Units: 1-3**
In-depth project assignments such as what makes news in a changing technological environment or how news is obtained and reported are studied and applied in reporting news for traditional and new media.
Term Offered: AS NEEDED

JOUR 199 - Literary Magazine Journalism **Units: 3**
A hands-on practicum in the preparation and production of a literary journal, The Meadows.
Enrollment Requirements: Prerequisite: JOUR 101.
Term Offered: AS NEEDED

JOUR 207 - All Things Media: Words and Numbers **Units: 3**
Additional methods of collecting, analyzing and presenting information across contemporary news media platforms. Builds an understanding of public information sources. Emphasizes writing in journalistic styles.
Enrollment Requirements: Prerequisite: ENG 102; JOUR 107 with a 'C' or better; JOUR 108 with a 'C' or better. Co-enroll JOUR 208.
Term Offered: Spring and Fall

JOUR 208 - Media Production **Units: 3**
Critique and create photo, audio and video stories that are technically adept and which effectively convey a message, as well as analyze aesthetic and storytelling choices in digital media.
Enrollment Requirements: Prerequisite: JOUR 107 and 108 with a grade of C or better. ENG 102 with a grade of C or better, or concurrent enrollment in ENG 102.
Term Offered: AS NEEDED

JOUR 210 - Introduction to Public Relations **Units: 3**
Not recommended for students seeking a journalism degree. Study of practice of public relations including media, employee, consumer, community, shareholder, and customer relations. Emphasis is on history of public relations, its role, and impact on today's society.
Enrollment Requirements: Prerequisite: JOUR 101.
Term Offered: AS NEEDED

JOUR 212 - Principles of Advertising **Units: 3**
Not recommended for students seeking a journalism degree. Examination of the purpose, function, and role of advertising in society. Emphasis is on the practical application of advertising as part of the marketing mix including customer identification, branding, message development, and media selection.
Enrollment Requirements: Prerequisite: JOUR 101.
Term Offered: AS NEEDED

JOUR 215 - Photojournalism Practicum **Units: 1-3**
Students work independently on assigned and personal photojournalism projects. Output could be used for campus print and Web vehicles, such as The Echo and Journalism program Web pages. Course will emphasize portfolio building for students.
Enrollment Requirements: Prerequisite: JOUR 115 or instructor approval.
Term Offered: AS NEEDED

JOUR 218 - Web Pages Workshop **Units: 1-3**
Course for students to work independently on assigned and personal Web page projects. Output could be used for campus Web vehicles, such as Journalism Web Pages, parallel to The Echo. Course would emphasis portfolio-building for students.
Enrollment Requirements: Prerequisite: JOUR 118 or instructor approval.
Term Offered: AS NEEDED

JOUR 219 - Digital Audio Practicum **Units: 1-3**
Course for students to work independently on assigned and personal digital audio projects. Output could be used for campus Web and other vehicles, such as a TMCC radio station or podcasts. Course would emphasize portfolio building for students.
Enrollment Requirements: Prerequisite: JOUR 119 or instructor approval.
Term Offered: AS NEEDED

JOUR 225 - News Production III **Units: 3**
Advanced news gathering, news writing and news presentation in print, Web and other electronic media, and introduction to media management, with practical application demonstrated by production of a campus journalistic media.
Enrollment Requirements: Prerequisite: JOUR 102 and JOUR 106.
Term Offered: AS NEEDED

JOUR 226 - News Production IV **Units: 3**
Advanced news gathering, writing and presentation with advanced publications management, with practical application demonstrated by applying efforts toward production of a campus publication.
Enrollment Requirements: Prerequisite: JOUR 225.
Term Offered: AS NEEDED

JOUR 230 - Digital Video Practicum **Units: 1-3**
Course for students to work independently on assigned and personal digital video projects. Output could be used for campus Web and other vehicles, such as TMCC Journalism Web Pages, podcasts, and Public Information Office productions. Course would emphasize portfolio building for students.
Enrollment Requirements: Prerequisite: JOUR 130 or instructor approval.
Term Offered: AS NEEDED

JOUR 290 - Internship in Journalism **Units: 3**
A course for advanced journalism students that provides credit for professional experience under appropriate supervision.
Term Offered: AS NEEDED

Logistics Management (LGM)

LGM 201 - Essentials of Logistics Management **Units: 3**
Introduction to supply chain management from both analytical and perspectives. Stressing a unified approach, the course allows students to develop a framework for making intelligent decisions within the supply chain. Key logistics functions are covered to include demand planning, procurement, inventory theory and control, transportation planning and execution, reverse logistics, and flexible contracting. Concepts covered include postponement, portfolio management, dual sourcing, and others. Emphasis is placed on ability to recognize and manage risk, analyze various tradeoffs, and model logistics systems.
Term Offered: Spring and Fall

LGM 202 - International Logistics Management **Units: 3**
This course analyzes and defines the functions of the supply chain that are involved in international supply chain management. Themes include supply chain activities in international business with special emphasis on management of transportation, global sourcing, customs issues and facility location in a global environment.
Term Offered: Fall

LGM 207 - Service Logistics **Units: 3**
This course explores the role of logistics and logistics principles in service organizations. Students will look at applications of TQM and master planning, along with other logistics principles, in increasing the effectiveness and increasing output of the service organization.
Enrollment Requirements: Prerequisite: LGM 201.
Term Offered: AS NEEDED

LGM 208 - Logistics and Quality Management Tools I **Units: 3**
This course will introduce students to the concepts and tools that are utilized in improving and managing quality within logistics disciplines. The first part of the course will look at Theory of Constraints, Lean and Total Quality Management.
Enrollment Requirements: Prerequisite: LGM 201.
Term Offered: Fall

LGM 209 - Logistics and Quality Management Tools II **Units: 3**
This is the second course in the Logistics and Quality Management Tools sequence. This course will focus upon Six Sigma and synthesis of the tools for maximum impact in creating continuous improvements.
Enrollment Requirements: Prerequisite: LGM 208
Term Offered: Spring

LGM 210 - Studies in Procurement and Logistics **Units: 3**
This course analyzes both the theory and applications of strategic issues in procurement and supply chain management process. Themes include the procurement cycle, purchasing research, relationships with suppliers, negotiation and commodity planning. Emphasis is placed on cost, price and value analysis.
Enrollment Requirements: Corequisite: LGM 201.
Term Offered: Spring

LGM 212 - Transportation Management **Units: 3**
This course analyzes carrier economics, regulation and rate making practices as well as evaluating the public policy issues related to carrier transportation; includes course work in the planning and design of logistically oriented urban service systems. Themes include customer service, distribution operations, purchasing and negotiation.
Term Offered: Fall

LGM 320 - Logistics Security **Units: 3**
In this course students will be provided an in-depth view of modern border and transportation security, including the protection of seaports, airports, ships, aircraft, trains, trucks, pipelines, etc. Course includes discussions with officials from security organizations such as TSA, Coast Guard, US Customs, Border Protection and FBI. The course will cover specific facets of transportation security, including physical and procedural controls, and regulations of the Department of Homeland Security, the Transportation Security Administration, the US Coast Guard and others. The course will also provide discussions on current threats, counter terrorism measures, new technologies, and the importance of both passenger and cargo security to the global economy.
Enrollment Requirements: Prerequisite: ENG 102 or ENG 114 and LGM 201; or instructor approval.
Term Offered: Fall

LGM 330 - Warehousing **Units: 3**
This course provides an in-depth approach of the methods to organize and operate a warehouse including warehousing principles, site selection, facility design, facility size, JIT (Just in Time), automation, and advanced warehouse technology.
Enrollment Requirements: Prerequisite: MATH 120, ENG 102 or ENG 114, or qualifying test results, and LGM 201; or instructor approval.
Term Offered: Spring

LGM 340 - Production & Logistics Information Systems **Units: 3**
This course is a study of information systems and information management in business environments. It provides fundamental concepts of the needs of management, the use of information technology in various business subsystems including logistics, the use of information systems to gain a competitive advantage, and managing information as an organizational resource.
Enrollment Requirements: Prerequisite: ENG 102 or ENG 114 and LGM 201; or instructor approval.
Term Offered: Fall

LGM 352 - Decision Modeling for Logistics **Units: 3**
This course provides an analysis of decision making in the current logistics environment and the quantitative tools and methods needed for finding solutions to problems relating to purchasing, inventory, transportation, and warehouse management.
Enrollment Requirements: Prerequisite: Satisfied with one course BUS 225 or STAT 152 -OR- satisfied with two courses ECON 261 and ECON 262.
Term Offered: Spring

LGM 410 - Finance and Budgeting **Units: 3**
This rigorous introductory course provides an overview of finance and budgeting issues as they apply to non-accounting majors. It aims to demystify financial statements, cost analysis, budgeting, performance evaluation, and the use of financial data in the business decision-making process. This course will use case discussions, problem sets, online tutorials, and individual and group exercises.
Enrollment Requirements: Prerequisite: MATH 120 or MATH 126, or equivalent/qualifying test scores, or instructor approval.
Term Offered: Fall

LGM 420 - Safety and Risk Management **Units: 3**
This course will illustrate facts about environmental risk as perceived from individual and societal perspectives. Students will learn the principles of risk assessment and modeling and how safety management works in practice. The course will examine approaches to solving environmental risk problems as well as review the appropriate role of these methods in effective public and private decision making.
Enrollment Requirements: Prerequisite: BUS 225 and LGM 201, or instructor approval.
Term Offered: Fall

LGM 440 - Logistics Project Management **Units: 3**
In this course students will learn to organize, plan, implement, and control project tasks to achieve a logistics organization's schedule, budget, and performance objectives. Students will learn to use and apply tools and concepts such as project charter, scope statement, work breakdown structure, project estimating, and scheduling methodologies.
Enrollment Requirements: Pre-requisite: LGM 340 and LGM 352.

LGM 450 - Sustainability: Environmental and Financial Impact **Units: 3**
This course focuses on the science, engineering and ethics of sustainability by examining ecological, social and environmental issues. The course will review the environmental policy issues and the impact human population has on the current environment. Explore new sources of energy, and examine water quality, waste treatment, reclamation, and conservation efforts. The course will demonstrate how managers can collaborate to meet these challenges and determine the financial impact on company by calculating the return on investment.
Enrollment Requirements: Prerequisite: BUS 225, LGM 352, and LGM 410
Term Offered: Spring

LGM 460 - Legal Concepts for Transportation and Logistics Management **Units: 3**
This course takes an in-depth look at transportation law and regulations. Topics include federal jurisdiction and pre-emption, U.S. and international contract law including the UCC and CISG, insurance, liability, environmental law; as well as specific regulations pertaining to the railroad, motor carrier, ocean, and airline industries.
Enrollment Requirements: Prerequisite: BUS 325, LGM 210, and LGM 212; or instructor approval.
Term Offered: Spring

LGM 470 - Import Export Management **Units: 3**
This course explains how companies strategically navigate the complexity of international trade. The course will examine how to identify potential risks, apply quality control procedures, and prepare documentation accurately. This course will also cover compliance and security regulations including: C-TPAT guidelines, Incoterms, in-house compliance programs, freight cost-reduction methods, TSA regulations, Improved technology options, and current export initiatives.
Enrollment Requirements: Prerequisite: LGM 201, LGM 202, and LGM 320
Term Offered: Spring

LGM 490 - Field Study and Research Capstone **Units: 3**
This capstone course provides an opportunity for students to work on logistics operations management practice projects that are of particular interest to them. Projects will consist of a logistics operations problem that approximates a professional practice experience.
Enrollment Requirements: Prerequisite: C- or better in BUS 225, BUS 330, LGM 340, and LGM 420. Declared BAS - Logistics Operations Management and 45 credits completed in the core requirements with a cumulative 2.5 GPA or higher.
Term Offered: Fall

LGM 491 - Logistics Operations Management Internship **Units: 3**
This capstone course provides on-the-job opportunities in a program designed by a company official and a faculty advisor for practical, professional learning experiences.
Enrollment Requirements: Prerequisite: Declared BAS - Logistics Operations Management and 45 credits completed in the core requirements with a cumulative 2.5 GPA or higher.
Term Offered: Spring

Machine Tool Technology (MTT)

MTT 101 - Introduction to Machine Shop **Units: 3**
Introduces safety procedures, use of bench tools, layout tools, power saws, drill presses, precision measurement tools, rotary tables and indexing devices, lathe and mill cutting tools and tool holding, work holding and machining applications as well as the various hand tools related to the machine shop.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: All Semesters

MTT 105 - Machine Shop I **Units: 3**
Introduces basic lathe applications which will consists of identifying lathe components and controls, understanding turning safety, calculating speeds and feeds, using various tools and tool holders, identifying basic tool geometry, and the use of common lathe tooling. Students will perform basic lathe operations, which will consist of facing, turning, and drilling. Students will be required to produce specified parts to a tolerance of +/- .004 in. and perform competencies set by manufacturing standards.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite or Corequisite: MTT 101
Term Offered: All Semesters

MTT 110 - Machine Shop II **Units: 3**
This course is a continuation of MTT 105 and teaches students to prepare single point external and internal unified screw threads, generate angles with the compound rest within one degree, ream holes concentric within .001 inches, determine cutting speeds, and perform facing, grooving, part-off, and tuning operations.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite or Corequisite: MTT 105
Term Offered: All Semesters

MTT 140 - Inspection Techniques **Units: 3**
Exposes the student to the principles of dimensional metrology and explores Geometric Dimensioning and Tolerancing (GD&T) concepts and applications. Students will learn how to use common measuring instruments relating to state-of-the-art manufacturing environments. Students will also learn the importance of Quality Control, TQM, and SPC processes as they relate to manufacturing environments.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: All Semesters

MTT 150 - Metallurgy I **Units: 3-4**
Offers a study of metallurgical properties in an effort to understand both the behavior of metals and their service to industry. Characteristics during heating, cooling, shaping, forming, and the stresses related to their mechanical properties are covered. The theory behind the alloys, heat treatment processes, and the impact they have on strength, toughness, hardness, elasticity, ductility, malleability, wear resistance and fatigue resistance is investigated. This course fulfills the natural sciences degree requirement for nontransferable AAS degrees only.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: All Semesters

MTT 198 - Special Topics in Manufacturing **Units: 1-6**
This course introduces and discusses special topics related to Manufacturing Technology.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

MTT 230 - Computer Numerical Control I **Units: 4**
Covers computer numerical control (CNC) lathe operations, program format, and machine setup. G & M codes, control functions, the letter address system, and math issues related to CNC are included. This course satisfies 7.5 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. This course satisfies 8 hours of instruction toward completing the embedded mathematics curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Fall

MTT 232 - Computer Numerical Control II **Units: 4**
Covers computer numerical control (CNC) milling operations, program format, and machine setup. G & M codes, control functions, the letter address system, and math issues related to CNC are included. Students will program, set-up and produce a variety of CNC milling projects. This course satisfies 7.5 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.This course satisfies 8 hours of instruction toward completing the embedded mathematics curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring

MTT 234 - Computer Numerical Control III **Units: 4**
This course covers the advanced programming concepts related to CNC Mill/Turning centers and synchronized fourth axis mills. Mill/Turn and fourth axis topics include program format, machine set-up, related G & M codes, live tooling, and indexing devices. Students will program, set-up, and produce a variety of precision machined projects.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MTT 230, MTT 232, and MTT 293
Term Offered: AS NEEDED

MTT 250 - Machine Shop III **Units: 3**
Introduces basic milling machine applications which will consist of identifying mill components and controls, understanding milling safety, calculating speeds and feeds, using various tools and tool holders, identifying basic tool geometry, and the use of common milling machine tooling. Students will perform basic milling operations consisting of facing, squaring, slotting, and drilling. Students will be required to produce specified parts to a tolerance of +/- .004 in. and perform competencies set by manufacturing standards.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: All Semesters

MTT 260 - Machine Shop IV **Units: 3**
This is a continuation of MTT 250 and prepares students to determine hole locations by coordinates and degrees, use a rotary table, boring head, form tools, angle work, and work within +/- .001 inch tolerance.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MTT 250. Course may be taken concurrently with MTT 250.
Term Offered: All Semesters

MTT 261 - Machine Projects **Units: 1-6**
This course allows for further development of existing manual machining skills with hands-on instruction related to the design and production of components on manually operated machine tools. Students will plan, set-up, and produce a variety of precision machined projects.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MTT 105 or MTT 110 or concurrent enrollment in either of these courses.
Term Offered: All Semesters

MTT 291 - CNC Practice **Units: 1-6**
This course allows for the further development of computer aided manufacturing and/or CNC skills with hands-on instruction related to the design and production of machined parts using CAD/CAM software, CNC milling machines, and CNC turning centers. Students will plan, program, set-up, and produce a variety of precision machined projects.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MTT 230 or MTT 232 or MTT 234 or MTT 292 or MTT 293 or concurrent enrollment with any of these courses.
Term Offered: All Semesters

MTT 292 - Computer-Aided Manufacturing I **Units: 4**
This course provides the student with the essential concepts and techniques that are required for successful creation of two-dimensional part geometry, generation and verification of 2 1/2 axis toolpath models, as well as post processing of 2 1/2 axis NC codes within a computer-aided manufacturing (CAM) system. Students are required to produce a variety of lab exercises on robotic (CNC) machinery utilizing multi-tool programs. Coursework will primarily focus on 2D geometry projects. Basic understanding of milling machine operations is recommended. This course satisfies 8 hours of instruction toward completing the embedded mathematics curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Fall

MTT 293 - Computer-Aided Manufacturing II **Units: 4**
This course is a continuation of MTT 292 with the addition of simultaneous three axis motion control and provides the student with the essential concepts and techniques that are required for successful creation of three-dimensional part geometry, solids, and surfacing, generation and verification of three axis tool path models, as well as, post processing of three axis NC codes within a computer-aided manufacturing (CAM) system. Requires students to produce a variety of lab exercises on robotic (CNC) machinery utilizing multi-tool programs. A familiarly with Mastercam, CNC programming techniques, and CNC operations is recommended.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MTT 292 or instructor approval.
Term Offered: Spring

Management (MGT)

MGT 171 - Supervision **Units: 3**
Supervision and Human Relations provides a skill-building approach to the successful transition from employee to first-level manager, beginning with the interpersonal skills needed to be a competent and cooperative contributor in a group environment through a better understanding of self and others. The course then examines concepts and provides practice in the application of supervisory abilities such as goal-setting, staffing, decision making, communicating, appraising performance, and managing conflict. In addition, compliance issues such as EEO, and workplace health and safety, will be addressed. Central to the course is better understanding of one's self as a supervisor, and exploring some of the more effective ways of relating to others.
Term Offered: Spring and Fall

MGT 201 - Principles of Management **Units: 3**
Fundamentals and principles of management; administrative policies, objectives, procedures, problems of organization control and leadership.
Term Offered: Spring and Fall

MGT 212 - Leadership and Human Relations **Units: 3**
The focus of the course is on understanding leader and follower behavior in organizations, in terms of both theory and practice. Central to the course is better understanding oneself as a leader and exploring some of the more effective ways of leading others. Some of the most challenging decisions facing future leaders will be those that involve values and morality. As such, the course includes ideas and concepts that will help future leaders incorporate a consideration of ethics into their own leadership approach.
Term Offered: Spring and Fall

MGT 235 - Organizational Behavior **Units: 3**
Concepts, theories and case studies concerning the behavior of people in modern business organizations.
Enrollment Requirements: Prerequisite: MGT 201 or permission of the instructor.
Term Offered: AS NEEDED

MGT 283 - Introduction to Human Resources Management **Units: 3**
Designed to develop an understanding of the duties and responsibilities of personnel at the mid-management level. Areas covered include: employee needs, human relations, orienting and training employees, benefit programs and economics of supervision.
Term Offered: Spring

MGT 290 - Internship in Management **Units: 1-8**
A course designed wherein students will apply knowledge and skills to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Available to students who have completed most core and major requirements and have a 2.5 GPA. Contact the instructor for the application, screening, and required skills evaluation. Up to eight semester hour credits may be earned on the basis of 75 hours of internship for one credit. May be repeated for up to eight credits.
Term Offered: AS NEEDED

Manufacturing and Production Technology (MPT)

MPT 110 - Automated Production Concepts I **Units: 3**
This course introduces students to the concepts of production systems management and control. This course stresses materials resource planning and basic production line controls, to include robotic, conveyor, machine tool, and quality integration. Completion of this course (total 3 Units), satisfies 10 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. Completion of this course (total 3 Units), satisfies 15 hours of instruction toward completing the embedded math curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: All Semesters

MPT 120 - Automated Production Concepts II **Units: 3**
This course introduces students to the concepts of production systems management and control. This course stresses materials resource planning and basic production line controls, to include robotic, conveyor, machine tool, and quality integration. This course satisfies 12 hours of instruction toward completing the embedded human relations curriculum requirements and also satisfies 15 hours of instruction toward completing the embedded math curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MPT 110 and ELM 134, or instructor approval.
Term Offered: All Semesters

MPT 130 - Automated Production Concepts III **Units: 3**
This course is a further continuation of Automated Production Concepts I & II which explores the world of Photonics and the application, construction & operation of Lasers across multiple industries.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MPT 120.
Term Offered: All Semesters

MPT 130M - Automated Production Concepts III **Units: 0.5**
This course is a further continuation of Automated Production Concepts I & II which explores the world of Photonics and the application, construction & operation of Lasers across multiple industries. Students must complete all content from the following six areas in order to meet degree or certificate requirements. 1. Nature and Properties of Light 2. Optical Handling and Positioning 3. Light Sources and Laser Safety 4. Basic Geometrical Optics 5. Basic Physical Optics 6. Principles of Lasers.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MPT 120.
Term Offered: All Semesters

MPT 135 - Material Handling **Units: 2**
This course provides an overview of the functions and operation of various types of common powered and non-powered industrial material handling equipment. OSHA regulations and standards governing the safe use of powered industrial trucks are covered. The student must complete all content for the following four areas in order to meet degree or certificate requirements. 1. Basic Material Handling Equipment 2. Safe and Effective Equipment Operation 3. Warehouse Procedures 4. Automated Warehouse Concepts Completion of all four areas (total of 2 credits), satisfies 6 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: All Semesters

MPT 140 - Quality Control **Units: 3**
This course introduces students to the fundamental principles and practices of industrial quality control. Total Quality Management (TQM), LEAN Manufacturing, Acceptance Sampling Systems, and Continual Improvement are discussed in depth. This course satisfies 24 hours of instruction toward completing the embedded human relations curriculum requirements and also satisfies 15 hours of instruction toward completing the embedded math curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: All Semesters

MPT 160 - Mechanical Drive Systems I **Units: 3**
This course covers the basic and intermediate principles and practices of mechanical drive systems used in industry. Students will learn proper installation, troubleshooting, repair and maintenance techniques; of Mechanical Drive Systems such as Belt, Chain, and Gear Drives.
Transferability: May not transfer towards an NSHE bachelor's degree

MPT 165 - Customer Service for Technicians **Units: 1-3**
This course is focused on effective communication and customer service skills for a technical environment. It will focus on common oral and written communication opportunities where attaining mutual understanding and agreement between product/service providers and customers is essential for smooth business operation and customer satisfaction.
Transferability: May not transfer towards an NSHE bachelor's degree

MPT 198 - Special Topics in Manufacturing and Production Technologies **Units: 0.5-4**
This course is designed to give students a basic understanding of current theories in manufacturing and production technologies. As local manufacturers begin to utilize advanced technologies in their processes, this course will provide a hands on approach to learning the technology in these areas necessary for students to succeed in the new economy.
Transferability: May not transfer towards an NSHE bachelor's degree

MPT 305 - Introduction to System Dynamics **Units: 3**
This course is an introduction to mathematical modeling and simulation of systems including mechanical, electrical, electro-mechanical, fluid and thermal systems.
Enrollment Requirements: Prerequisite: Admissions to the Bachelor of Applied Science, Cyber-Physical Manufacturing program.

MPT 311 - Laser Scanning Methods / Techniques **Units: 3**
The course provides an extensive look at laser scanning methods utlilized with advanced manufacturing for product identification, and product design. One-dimensional, two-dimensional, and three-dimensional scanning methods are examined throughout the course. Galvanometer-based optical scanners will be covered as well as other types of laser scanners.
Enrollment Requirements: Prerequisite: Admissions to the Bachelor of Applied Science, Cyber-Physical Manufacturing program.

MPT 312 - Industry 4.0 / Cyber Physical Manufacturing **Units: 3**
This course provides a comprehensive and in-depth introduction to fourth industrial revolution (Industry 4.0) technologies and applications. The challenges and benefits attributed to the fourth industrial revolution; the effects on organizations; and future of the manufacturing workforce be will covered.
Enrollment Requirements: Prerequisite: Admissions to the Bachelor of Applied Science, Cyber-Physical Manufacturing program.

MPT 325 - Digital Inspection / Quality Control **Units: 3**
This course introduces students to artificial vision technology that connects cameras and computers to provide visual feedback and image interpretation critical for part inspection, robotic guidance and industrial automation processes.
Enrollment Requirements: Prerequisite: Admissions to the Bachelor of Applied Science, Cyber-Physical Manufacturing program.

MPT 340 - Computer Simulations and Analysis **Units: 3**
This course will provide students with a practical knowledge and understanding of production simulation methods used in context of Industry 4.0. Advanced 3-D modeling software applications will be utilized in the development and implementation of virtual manufacturing scenario.
Enrollment Requirements: Prerequisite: Admissions to the Bachelor of Applied Science, Cyber-Physical Manufacturing program.

MPT 343 - Design and Manufacturing Process II **Units: 3**
The course will provide students with a thorough understanding of manufacturing processes and design. Topics covered include; equipment design, automation/control, quality, product design for manufacture-ability, industrial management, and systems design and operation.
Enrollment Requirements: Prerequisite: Admissions to the Bachelor of Applied Science, Cyber-Physical Manufacturing program.

MPT 351 - 3D Vision Technology **Units: 3**
This course provides an overview in the fundamentals of image processing for 3-D vision technology applications specifically associated with manufacturing processes. Image formation and filtering; 3D visual reconstruction, camera calibration, image classification, and object recognition will be covered in depth.
Enrollment Requirements: Prerequisite: Admissions to the Bachelor of Applied Science, Cyber-Physical Manufacturing program.

MPT 363 - Manufacturing Execution Systems **Units: 4**
This course provides an in-depth look into the design and operation of a production process. Students will evaluate central control systems and the theoretical basics of production planning and control. Classical lean methods for process analysis will be presented along with hands-on analysis of the data collected by a Manufacturing Execution System (MES) control system for the Cyber-Physical Factory.
Enrollment Requirements: Prerequisite: Admissions to the Bachelor of Applied Science, Cyber-Physical Manufacturing program.

MPT 411 - Advanced Machine Vision Integration **Units: 4**
This course provides an extensive study of machine vision system components, operation, design, and integration into advanced manufacturing applications. Students will analyze and identify machine vision systems requirements to enhance various manufacturing operations.
Enrollment Requirements: Prerequisite: Admissions to the Bachelor of Applied Science, Cyber-Physical Manufacturing program.

MPT 412 - Advanced Digital Inspection **Units: 3**
This course is a continuation in the study and application of artificial vision technologies. Students will utilize advanced techniques and applications with a focus on image processing to provide visual feedback and image interpretation critical for part inspection, robotic guidance and automated manufacturing processes.
Enrollment Requirements: Prerequisite: Admissions to the Bachelor of Applied Science, Cyber-Physical Manufacturing program.

MPT 415 - Simulation of Manufacturing Systems **Units: 4**
The course is a continuation into the study of manufacturing simulation models in context of Industry 4.0. Emphasis will be placed on the role of computers in the practice of simulation modeling for decision making. Students will use data driven analysis to analyze potential issues regarding product flow, production throughput, and product manufacturability.
Enrollment Requirements: Prerequisite: Admissions to the Bachelor of Applied Science, Cyber-Physical Manufacturing program.

Marketing (MKT)

MKT 127 - Introduction to Retailing **Units: 3**
This course focuses on the implications of managerial decisions and the various methods used to measure the profitability of those decisions in the field of retailing. It also addresses the importance of understanding consumer behavior in relation to customer requirements, taste and expectations, emphasizing the retailing implications of market factors.
Enrollment Requirements: Prerequisite: MKT 210

MKT 131 - Advertising **Units: 3**
This course focuses upon the development of a strategy for communicating the offerings of an organization. Emphasis will be placed upon understanding consumer behavior and understanding the social and ethical implications of marketing communication. Students will work in groups to create their own IMC plans for a brand of their choice.
Enrollment Requirements: Prerequisite: ENG 101 or qualifying test scores.
Term Offered: AS NEEDED

MKT 210 - Marketing Principles **Units: 3**
Intense study of marketing philosophy including: segmenting and developing target markets, pricing, distribution and location analysis, promotion and product development. Upon completion of this course, the student will understand the marketing concept and be able to explain how an organization can develop an effective marketing strategy.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113 or BUS 108 or BUS 111; or equivalent ACCUPLACER, SAT, ACT test results; or permission of department.
Term Offered: Spring and Fall

MKT 295 - Internship **Units: 1-3**
A course designed wherein students will apply knowledge of real on-the-job situations in a program designed by a company official and faculty adviser to maximize learning experiences. Available to students who have completed most core and major requirements and have a 2.5 GPA. Contact the appropriate chairperson for the application, screening, and required skills evaluation. Up to eight semester hour credits may be earned on the basis of 75 hours of internship for one credit. May be repeated for up to eight credits.
Term Offered: AS NEEDED

Massage Therapy (MASG)

MASG 101 - Introduction to Massage Training **Units: 0.5**
Learn about TMCC's massage certificate and degree programs, career opportunities available to licensed massage therapists, information on various massage modalities, and licensing procedures in Nevada.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

MASG 106 - Meridians of Oriental Medicine **Units: 1**
This course is an introduction to the guiding principles, history and theory of acupuncture using acupressure and alternative methods to enhance the benefits of massage as it relates to the meridians of oriental medicine. Learn about each of the 14 major meridians and how the Five Element Theory relates to these meridians, the organs and Yin and Yang. Explore the biophysical connection and how Oriental massage techniques can be applied to points and along meridians to enhance healing through massage.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

MASG 107 - Massage Mechanics and Positioning **Units: 1**
Learn proper body mechanics and feel while using forearms, loose fists, elbows, knuckles, and hands. Discover the keys to career longevity and excellent touch. Work on creative client positioning with variations on side-lying and supine as well as seated positions.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

MASG 113 - Reflexology **Units: 0.5**
Reflexology is the application of appropriate pressure to specific points and areas on the feet and hands which correspond to different body organs and systems to provide a beneficial effect on a person's general health. Learn the history of Reflexology, examine a map of the feet and hands, and discover how to apply Reflexology in your massage practice to relieve tension in the body.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring

MASG 117 - Aromatherapy for Massage **Units: 0.5**
Aromatherapy uses essential oils as an adjunct therapy in combination with multiple styles of massage therapy. Identifying the need and purpose of the modality is addressed as well as when to practice the technique based on indications and contraindications from the client's health history. Aromatherapy is practiced to enhance the therapeutic and relaxation properties of massage therapy. The therapeutic uses of 18 essential oils are explored and the students are provided the opportunity to practice blending the oils to enhance therapeutic benefits and induce a deeper relaxation response for the client.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Fall

MASG 118 - Facilitated Stretching and Muscle Energy Techniques **Units: 1**
Learn facilitated stretching techniques and muscle energy techniques (MET), including Proprioceptive Neuromuscular Facilitation (PNF), which is used for the rehabilitation of neurologic and soft tissue disorders. Explore ways to incorporate these techniques into massage to help counteract muscle hypertonicity and spasms, improve flexibility and range of motion, and restore muscle strength.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

MASG 119 - Chair Massage **Units: 0.5**
Learn the fundamentals of chair massage and how to utilize and adapt current massage skills for performing seated massage. Explore ways to market a business and introduce touch to the public through seated massage.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

MASG 125 - Reiki **Units: 0.5**
Reiki is an energy modality used as an adjunct therapy in combination with multiple styles of massage therapy. Identifying the need and purpose of the modality is addressed as well as ways in which to practice the technique with other methods during the individualized session. Reiki addresses the bioelectric circuits of the human energy system and provides a modality for identifying when regions of the body may need additional focus during the session.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

MASG 128 - Acupressure **Units: 0.5**
Explore the acupressure system of energy locks for the 12 meridians in this introduction to their location and usage. Learn a system for addressing these energy locks and the symptoms of blockage along the meridian lines. Practice palpation of the 26 locations on each side of the body and simple release techniques that can be incorporated into massage.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

MASG 129 - Deep Tissue and Neuromuscular Therapy **Units: 1**
This course is designed to enhance students' skills and understanding of the concepts of deep tissue and neuromuscular therapy. Students will learn how to safely integrate deep tissue and neuromuscular techniques into their massage routine in prone, supine, seated and side-lying positions. Students will be shown proper body mechanics for administering these techniques and will practice what they learn in class on one another.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

MASG 130 - Sports and Athletic Massage **Units: 1**
Students will learn the various strokes and techniques used in sports and athletic massage, what effect each has on the tissue, and when to use them. Additionally, the course will cover sports-specific routines, sports injury prevention and treatment, nutrition conducive to athletes, as well as psychology of the athlete as it pertains to interaction with the massage therapist.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

MASG 132 - Hot Stone Massage **Units: 1**
Hot stone massage is a restorative stone thermotherapy and an adjunctive therapy which can be used with all styles of massage therapy. This course will explore types of stones, their optional uses and placement, proper sanitation, and how to incorporate hot stones into multiple massage modalities.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Fall

MASG 135 - Myofascial Release **Units: 1**
Learn to treat skeletal muscle immobility and pain using myofascial release by relaxing contracted muscles through both the superficial fascia and deep fascia, improving blood and lymphatic circulation, and stimulating the stretch reflex in muscles.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

MASG 137 - Osteo Symmetry **Units: 1**
This course is an introduction to Osteo Symmetry which is a manual therapy developed to release structural tension patterns and unwind energy blockages from the bones. This decreases strain on the nervous system, increases flexibility and restores natural mobility and posture. Using palpation, mobility and visual assessment students will learn to recognize and release restrictions in the skeletal structure.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring

MASG 140 - Prenatal Massage **Units: 1**
Learn benefits, precautions and contraindications for prenatal massage. Anatomical and physiological changes that occur during pregnancy will be discussed, as well as specific conditions and complications that may arise during each trimester. Other topics covered will include legal considerations, communicating with healthcare providers, pregnancy loss, and positioning and draping the maternal client.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring

MASG 142 - Geriatric Massage **Units: 1**
Learn normal psychosocial and physiological developmental concepts related to the geriatric client. Explore common pathologies found in this age group and find out for which conditions or pathologies massage is indicated and contraindicated. When massage is indicated, discover the benefits, what type of techniques are appropriate for each individual client, and whether or not the student has the necessary training to perform those techniques or should refer the client to other professionals.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Fall

MASG 149 - Medical Terminology for Massage Professionals **Units: 1**
Medical terminology is used by physicians, nurses, physical therapists, chiropractors and those involved in the numerous allied health professions. The same terms apply to anatomy, physiology, kinesiology, and every other endeavor pertaining to the human body. The focus of this course is to demystify the highly specific and daunting vocabulary of the 'secret language' used in these professions. Rather than rote memorization of long, unwieldy words, students will develop the knowledge and skills to decode, decipher, and discover the meaning of virtually any new scientific term.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

MASG 160 - Lymphatic Massage **Units: 1**
Learn about the anatomy and physiology of the lymphatic system, common pathologies related to this system and the indications, contraindications and precautions necessary for massage therapists to be aware of. When massage is indicated, discover the benefits of lymphatic massage, what type of techniques are appropriate for each individual client, and whether or not the student has the necessary training to perform those techniques or should refer the client to other professionals.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

MASG 198 - Special Topics in Massage Therapy **Units: 0.5-3**
Various short courses and experimental classes covering a variety of subjects in massage therapy. The course will be variable credit of one to three depending on the course content and number of hours required. This course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

MASG 201 - Fundamentals of Professional Massage **Units: 4**
This course will provide a thorough introduction to the theory and practice of massage therapy. Students will learn to organize a full-body massage suited to the needs of individual clients using both table and chair techniques. They will learn the classic massage movements of touch, effleurage, petrissage, tapotement, friction and joint movements. Other major topics include ethics; scope of practice; the benefits and effects of massage; indications and contraindications for massage; proper body mechanics; history of massage; draping; universal precautions of sanitation; client assessment procedures, consultation and documentation; licensure requirements; and Nevada laws.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

MASG 202 - Anatomy and Physiology I for Massage and Fitness Professionals **Units: 4**
This course provides a fundamental overview of human anatomy and physiology and is the first course of a two part series which will cover cell structures and functions, tissues and membranes, integumentary system, skeletal system, muscular system, nervous system and special senses. Through a systematic and detailed progression, students will learn the basics of structure and function of selected organs and organ systems and how they interact with and support one another. This course will provide a solid base of theoretical and practical knowledge for massage therapists to apply in their career. Same as PTR 202.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

MASG 203 - Pathology for Massage Professionals **Units: 3**
Review body systems and learn conditions within those systems as related to pathology. Understand which conditions or pathologies are indicated and contraindicated for massage therapy as covered by current professional standards. When massage is indicated, learn to identify what types of techniques are appropriate for each individual client.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MASG 202
Term Offered: Spring and Fall

MASG 205 - Kinesiology for Massage and Fitness Professionals Units: 3
Kinesiology is a scientific study of human body movement which addresses physiological, biomechanical, and psychological mechanisms of movement. This course is a detailed, systematic hands-on study specifically designed for massage therapists and will incorporate both theoretical concepts and practical palpatory anatomy practice. Same as PTR 210.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

MASG 208 - Anatomy and Physiology II for Massage and Fitness Professionals Units: 4
This course provides a fundamental overview of human anatomy and physiology and is the second course of a two part series which will cover the nervous, endocrine, cardiovascular, lymphatic-immune, respiratory, digestive and urinary systems. Through a systematic and detailed progression, students will learn the basics of structure and function of selected organs and organ systems and how they interact with and support one another. This course will provide a solid base of theoretical and practical knowledge for massage therapists to apply in their career. Same as PTR 208.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MASG 202
Term Offered: Spring and Fall

MASG 210 - Massage Clinic Units: 4
This course will provide extensive opportunity for students to put to practical use what they have learned in Fundamentals and modality classes and to organize a massage suited to the individual needs of various clients as they work in the TMCC Massage Clinic. Other major topics include reviewing ethics, scope of practice, the benefits and effects of, as well as the indications and contraindications for massage, proper body mechanics, massage techniques, therapeutic procedure, consultation, documentation, draping, sanitation, and Nevada law.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Students must complete MASG 201 and 75% of massage program requirements to take this course. Permission to enroll is given by program officer.
Term Offered: Spring and Fall

MASG 216 - Ethics for Massage Professionals Units: 0.5
This class is designed to expand students' knowledge about the field of ethics as it relates to the profession of massage to ensure the student has the tools to set boundaries and manage an ethical practice. This class will provide thought-provoking information, examples and scenarios for resolving ethical dilemmas.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

MASG 221 - Massage Exam Practice and Licensure Process Units: 0.5
The MBLEx is the sole licensing exam for the Massage Profession. It is designed to provide a standard examination for students of Massage for entry-level professional scope of practice in gaining licensure. The exam has eight concentrated areas of content: client assessment, reassessment, and treatment plans; benefits and physiological effects of techniques; pathology with contraindications, areas of caution, and special populations; massage and bodywork modalities/culture/history; ethics, boundaries, laws and regulations; guidelines for professional practice; kinesiology; and anatomy and physiology. Explore the sections of the certification exam to better prepare to take the MBLEx exam and practice two exam formats in class. Go through the application process and learn Nevada state and national requirements for licensure.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

MASG 224 - Trigger Point Therapy Units: 1
A trigger point is a tight area within muscle tissue that causes pain in other parts of the body. Understand pain referral patterns to locate these trigger points and practice hands-on skills to release pain through massage.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring

Math (MATH)

MATH 100 - Math for Allied Health Programs Units: 3
A review of basic mathematics with emphasis on those mathematical skills needed for the dental assisting program. This course will include a review of arithmetic, material on the metric system, apothecary system, dosages and solutions.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

MATH 105 - Applied Topics in Math Units: 3
A course including the following topics: review of arithmetic, algebra, geometry and graphical representation.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

MATH 106 - Geometry Units: 3
This course is designed to provide a basic working knowledge of practical geometry for students who have never taken a course in geometry or who need a refresher course. Theory is not emphasized. Some of the topics covered are: area of plane figures, similarity, volume of solids, angle measure, and properties of special triangles.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MATH 95 or equivalent or qualifying Accuplacer, ACT/SAT test results (taken within 2 years).
Term Offered: AS NEEDED

MATH 107 - Real Estate Math Units: 3
Review of basic arithmetic principles. A general mathematics course designed to assist the student who wishes to pass the state exam and the student who wants to be more proficient and knowledgeable in the real estate profession. Decimals, percentages, fractions, prorations, tax rate, interest, discount and depreciation are included.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

MATH 108 - Math for Technicians Units: 3
This applied mathematics course is designed to give the student math skills as they are applied to specific career choice areas. Topics for all individual applied areas (transportation, metalworking, construction, etc.) will include algebra and trigonometry, but the focus of the presentation and utilization will be specific to the industry area. The course will include demonstrations and hands-on exercises applying mathematics as it will be needed in the specific technical environment.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Qualifying ACCUPLACER, ACT/SAT test results. A graphing calculator my be required for this course.
Term Offered: AS NEEDED

MATH 119 - Fundamentals of College Mathematics II **Units: 3**
A continuation of Math 19 covering remaining topics of Math 120. Presentation is adapted to needs of students with learning or physical disabilities. (This course may be substituted for Math 120 in degrees and programs) Mathematical concepts particularly relevant to informed and aware citizenship in modern society. Topics covered include functions, graphs, problem solving, topics in finance, geometry, probability and statistics. Satisfies UNR core curriculum. Note: Computer use and graphing calculator may be required (TI-83/84 recommended). Note: Completing Math 119 is designed to be equivalent to completing Math 120. Therefore, Math 119 satisfies Math Gen Ed for AA and AAS but not AS.
Enrollment Requirements: Prerequisite: A grade of 'C' or better in MATH 19. A graphing calculator may be required.
Term Offered: AS NEEDED

MATH 120 - Fundamentals of College Mathematics **Units: 3**
This course covers the mathematical concepts particularly relevant to non-science majors. Topics covered include problem-solving, topics in finance, probability, statistics, and additional real-world applications. Satisfies UNR core curriculum. Note: Computer use and graphing calculator may be required (TI-83/84 recommended).
Enrollment Requirements: Prerequisite: A grade of 'A' or 'B' in MATH 95, or a grade of 'C' or better in MATH 96, or equivalent, or qualifying ACCUPLACER, ACT/SAT test results (within 2 years). A graphing calculator may be required.
Term Offered: All Semesters

MATH 120E - MATH 120 Expanded **Units: 3**
This course covers the same material as MATH 120 and requires students to be concurrently enrolled in a co-requisite section of MATH 96A. This course covers mathematical concepts particularly relevant to informed and aware citizenship in modern society. Topics covered include functions, graphs, problem solving, topics in finance, geometry, probability and statistics.
Enrollment Requirements: Corequisite: MATH 96A
Term Offered: AS NEEDED

MATH 122 - Number Concepts for Elementary School Teachers **Units: 3**
Mathematics needed by those teaching new-content mathematics courses at the elementary school level with emphasis on the structure of the real number system and its subsystems. Designed for students seeking a teaching certificate in elementary education. Open to others with approval of department chair.
Enrollment Requirements: Prerequisite: A grade of 'C' or better in MATH 120 or MATH 126 or equivalent or qualifying ACCUPLACER, ACT/SAT test results (taken within 2 years). A graphing calculator may be required for this course.
Term Offered: Spring and Fall

MATH 123 - Statistical & Geometrical Concepts for Elementary School Teachers **Units: 3**
A continuation of MATH 122. Topics covered may include geometry, algebra, probability, statistics and computers.
Enrollment Requirements: Prerequisite: A grade of 'C' or better in MATH 120 or MATH 126 or equivalent or qualifying ACCUPLACER, ACT/SAT test results (taken within 2 years). A graphing calculator may be required for this course.
Term Offered: Spring and Fall

MATH 124 - College Algebra **Units: 3**
The study of equations and inequalities, relations and functions, linear, quadratic, polynomial, rational, exponential, logarithmic and their applications.
Enrollment Requirements: Completion of Math 096, Math 120, ACT of 19, SAT 510, or Accuplacer Score of QAS 263

MATH 126 - Pre-Calculus I **Units: 3**
The study of equations and inequalities involving radical, rational, quadratic or absolute value terms. Also includes polynomial, rational, exponential and logarithmic functions, their graphs and applications. Note: Computer use and graphing calculator may be required (TI-83/84 recommended).
Enrollment Requirements: Prerequisite: A grade of 'C' or better in MATH 96 or equivalent or qualifying ACCUPLACER, ACT/SAT test results (within 2 years). A graphing calculator may be required.
Term Offered: All Semesters

MATH 126E - Math 126 Expanded **Units: 3**
The course is equivalent to MATH 126, but students enrolled in this course must also be enrolled in MATH 96D. The course covers the study of functions, their properties and their graphs, including quadratic functions, polynomials, rational functions, exponential and logarithmic functions, and their applications.
Enrollment Requirements: Prerequisite: A grade of 'C' or better in MATH 96 or equivalent or qualifying ACCUPLACER, ACT/SAT test results (within 2 years). A graphing calculator may be required.
Term Offered: AS NEEDED

MATH 127 - Pre-Calculus II **Units: 3**
This course is a continuation of Math 126. It includes the study of circular functions, their graphs and applications, analytic trigonometry, the coordinate geometry of lines and conics and elementary vector algebra. Note: Computer use and graphing calculator may be required (TI-83/84 recommended).
Enrollment Requirements: Prerequisite: A grade of 'C' or better in MATH 126 or equivalent or qualifying ACCUPLACER, ACT/SAT test results (taken within 2 years). A graphing calculator may be required.
Term Offered: All Semesters

MATH 176 - Introductory Calculus for Business and Social Sciences **Units: 3**
Topics covered include graphing functions, derivatives, integrals, applications, the Fundamental Theorem of Calculus. This course is designed for business, social science or biological science majors.
Enrollment Requirements: Prerequisite: A grade of 'C' or better in MATH 126 or equivalent or qualifying ACCUPLACER, ACT/SAT test results (taken within 2 years). A graphing calculator may be required.
Term Offered: Spring and Fall

MATH 181 - Calculus I **Units: 4**
Topics covered include functions, the derivative, differentiation of functions, applications of the derivative, understanding the definite integral, finding integrals and applications of integrals. Throughout the course topics will be viewed geometrically, numerically and algebraically. This course is oriented toward students of mathematics, physical science and engineering. Satisfies UNR math core curriculum. Note: Computer use and graphing calculator may be required (TI-83/84 recommended).
Enrollment Requirements: Prerequisite: A grade of 'C' or better in MATH 127 or MATH 128 or equivalent or qualifying ACCUPLACER, ACT/SAT test results (within 2 years). A graphing calculator may be required.
Term Offered: Spring and Fall

MATH 182 - Calculus II **Units: 4**
A continuation of MATH 181. Topics covered include a continuation of the definite integral, finding integrals and applications of integrals, differential equations and approximations of functions with simpler functions. Throughout the course topics will be viewed geometrically, numerically and algebraically. This course is oriented toward students of mathematics, physical science and engineering. Note: Computer use and graphing calculator may be required (TI-83/84 recommended).
Enrollment Requirements: Prerequisite: A grade of 'C' or better in MATH 181 or equivalent or qualifying ACCUPLACER, ACT/SAT test results (taken within 2 years). A graphing calculator may be required.
Term Offered: Spring and Fall

MATH 19 - Fundamentals of College Mathematics I **Units: 3**
This is the first half of a 2-semester course covering Math 120 content. Presentation is adapted to needs of students with learning or physical disabilities. Enrollment by departmental permission. (Credit does not apply to any baccalaureate degree program.) Mathematical concepts particularly relevant to informed and aware citizenship in modern society. Topics covered include functions, graphs, problem solving, topics in finance, geometry, probability and statistics. Satisfies UNR core curriculum. Note: Computer use and graphing calculator may be required (TI-83/84 recommended).
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: A grade of 'C' or better in MATH 96 or equivalent or qualifying ACCUPLACER, ACT/SAT test results (within 2 years). A grade of 'B-' or better in MATH 95 in lieu of MATH 96.
Term Offered: AS NEEDED

MATH 20 - Learning Support for MATH 120/120E-2 credits **Units: 2**
Provides a review of algebra, corequisite mathematical support, and just in time material for MATH 120, Fundamentals of College Mathematics.
Transferability: May not transfer towards an NSHE bachelor's degree

MATH 24 - Learning Support for Math 124/124E - 3 credits **Units: 3**
This course provides the just-in-time algebraic support for Math 124. The course will refresh, review and introduce a variety of concepts to be successful in Math 124, College Algebra, including exponents and their properties, polynomials, rational and radical expressions, graphing, interval notation, proportions and variations.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: ACT of at least 17 or Accuplacer Score NGAR of at least 263.

MATH 283 - Calculus III **Units: 4**
A continuation of Math 182. Topics covered include vectors, differentiating and integrating functions of many variables, optimization, parametric curves and surfaces, line integrals, flux integrals and vector fields. Throughout the course topics will be viewed geometrically, numerically and algebraically. This course is oriented toward students of mathematics, physical science and engineering. Note: Computer use and graphing calculator may be required (TI-83/84 recommended).
Enrollment Requirements: Prerequisite: A grade of 'C' or better in MATH 182 (taken within 2 years).
Term Offered: Spring and Fall

MATH 285 - Differential Equations **Units: 3**
Theory and solving techniques for constant and variable coefficient linear equations and a variety of non-linear equations. Emphasis on those differential equations arising from real world phenomena. Note: Computer use and graphing calculator may be required (TI-83/84 recommended).
Enrollment Requirements: Prerequisite: A grade of 'C' or better in MATH 182 or equivalent. A graphing calculator may be required for this course.
Term Offered: Spring and Fall

MATH 295 - Proof Writing for Math/Stat Major **Units: 3**
Foundations of mathematical proof writing for advanced courses in the Math/Stat majors. Proof methods will be applied to topics in logic; mathematical induction; elementary set theory; functions; properties of integers and real numbers.
Enrollment Requirements: Math 283 with a C or better

MATH 330 - Linear Algebra **Units: 3**
Vector analysis continued; abstract vector spaces, bases, inner products, projections, orthogonal complements, least squares, linear maps, structure theorems, elementary spectral theory, applications.
Enrollment Requirements: Co-requisite: Math 283

MATH 90 - Continuing Studies in Math **Units: 0.5-3**
This developmental course is for assessment purposes. Developmental students may register for this course without taking Accuplacer.
Enrollment Requirements: Prerequisite: MATH 93 or equivalent or qualifying Accuplacer score, ACT/SAT test results.
Term Offered: Spring and Fall

MATH 92 - Algebra Review **Units: 1**
Provides a review of algebra that will refresh previously taught concepts.
Term Offered: AS NEEDED

MATH 95 - Elementary Algebra **Units: 3**
A first course in algebra. Topics covered include the fundamental operations on real numbers, first degree equations, inequalities in one variable, polynomials, integer exponents, solving quadratic equations by factoring. Note: Computer use and graphing calculator may be required (TI-83/84 recommended).
Enrollment Requirements: Prerequisite: SKC 80, CTM 85, CTM 86, CTM 87, qualifying ACCUPLACER, ACT/SAT test results or equivalent (taken within 2 years).
Term Offered: All Semesters

MATH 96 - Intermediate Algebra **Units: 3**
A second course in algebra. Topics covered include: solving quadratic, rational and radical equations, simplifying rational and radical expressions and complex numbers, and solving application problems. Note: Computer use and graphing calculator may be required (TI-83/84 recommended).
Enrollment Requirements: Prerequisite: A grade of 'C' or better in MATH 95 or equivalent or qualifying ACCUPLACER, ACT/SAT test results (taken within 2 years).
Term Offered: All Semesters

MATH 96A - Intermediate Algebra - Basic Properties **Units: 1**
This course is a co-requisite course for MATH 120E. Students need to be enrolled in both MATH 96A and MATH 120E. This course reviews the algebraic concepts needed to be successful in Math 120. Topics include, but are not limited to, exponents and radicals, solving linear, nonlinear, and absolute value equations and inequalities, and algebraic techniques involving exponents, radical, rational expressions and their applications.
Enrollment Requirements: You MUST enroll in MATH 120-2207, MATH 20-2207 meets just before the MATH 120-2207
Term Offered: AS NEEDED

MATH 96D - Algebra Review for Math 126 **Units: 2**
This course is a corequisite course for MATH 126E. Students need to be enrolled in both MATH 096D and MATH 126E. This course reviews the algebraic concepts needed to be successful in Math 126. Topics include, but are not limited to, algebraic operations of polynomials and rational expressions, solving nonlinear and absolute value equations and inequalities, and algebraic techniques involving exponents and radicals and their applications.
Enrollment Requirements: Enroll in MATH 20-2207-OR-have the following prereq completed within 2 years: Grade of A or B in MATH 95-or-grade of C or better in MATH 96 (or equivalent)-or-WCSD Pathways,qualifying ACCUPLACER, ACT/SAT test scores.
Term Offered: AS NEEDED

Math Skills Center (SKC)

SKC 80 - Skills Center Mathematics Level I **Units: 1.5**
The course is intended to provide a thorough review of arithmetic skills needed in math and applied fields; topics such as time management, math anxiety, and basic study skills are also emphasized. This is a course to prepare for Math 95.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: All Semesters

SKC 85 - Skills Center Mathematics Level II **Units: 1.5**
The course prepares students for success in Math 096 by reviewing pre-algebra and basic algebra skills.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Pre-req of Satisfactory in SKC 80, or qualifying ACCUPLACER, ACT/SAT test results.
Term Offered: All Semesters

Mechanical Engineering (ME)

ME 241 - Statics **Units: 3**
Static force systems. Topics include resolution and composition of forces, equilibrium of force systems, friction, centroids, moments of inertia, cables, beams, fluid statics, work.
Enrollment Requirements: Prerequisites: PHYS 180 AND Corequisite: MATH 182.
Term Offered: Spring

Mechanical Technology (MT)

MT 100 - Fabricating Composites **Units: 3**
This course will allow students to create and repair basic composite products.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

MT 108 - Fluid Power (Pneumatics, Electro-pneumatics) **Units: 3**
This course covers the basic and intermediate principles and practices of Fluid Power for both pneumatic and electro-pneumatics systems. Students will learn and demonstrate applications of industrial use of fluid power components, theory and calculations of fluid control, measuring and calculations of fluid flow, pressure regulation, and troubleshooting, repair and maintenance techniques. The student must complete all content for the following six areas in order to meet degree or certificate requirements.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: ENRG 110 or ELM 110 or instructor approval.
Term Offered: All Semesters

MT 109 - Small Engine Operation and Maintenance **Units: 3**
This course introduces students to the operation and maintenance of small engines used in a variety of technical settings. Students will operate, maintain, and repair two-cycle and four-cycle engines.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Fall

MT 290 - Internship in Mechanical Technology **Units: 1-8**
This course provides the student with the opportunity to acquire real-world experience under the supervision of qualified industry personnel. This course is an extension supplemental to classroom/lab experiences. Student grades will be assigned as a cooperative effort between faculty and job supervisor.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

Mental Health & Developmental Disabilities (MHDD)

MHDD 101 - Role of the Technician **Units: 1**
Basic skills in behavioral observation, documentation and approaches to intervention as a treatment team member. Other topics include guardianship, rights, confidentiality, abuse and neglect, and program implementation.
Term Offered: AS NEEDED

MHDD 102 - Medical Component **Units: 1**
This course covers basic medical information including infection control, safety procedures, confidentiality, awareness of normal bodily functions, personal care and recognition of signs and symptoms that need to be reported to medical staff.
Term Offered: AS NEEDED

MHDD 105 - Conflict Prevention and Response Training **Units: 2**
This course focuses on the application of prevention and response techniques to support personas in crisis or conflict with others. These applications are for use by service providers as approved by the State of Nevada, Division of Mental Health and Development Services.
Term Offered: AS NEEDED

MHDD 106 - Teaching and Active Treatment **Units: 1**
Defining 'active treatment' and its necessary components. Implementing active treatment in a service context of dignity, respect, privacy, access to choices and participation in the therapeutic process with the use of effective teaching methods.
Term Offered: AS NEEDED

MHDD 107 - Medication Fundamentals **Units: 2**
Study of major categories of psychotropic and seizure medications, rationale for use of medication, typical dosages, main effects, assessment of effectiveness and potential side effects.
Term Offered: AS NEEDED

MHDD 109 - Introduction to Therapeutic Interventions **Units: 2**
Basic approaches to behavioral intervention including defining behavior, data collection, principles and applications of behavior change techniques and implementation of behavioral programs.
Term Offered: AS NEEDED

MHDD 126 - Understanding Developmental Disabilities **Units: 2**
Definition, history, diagnosis and causes of developmental disabilities. Development and delivery of effective direct support services to persons with developmental disabilities.
Term Offered: AS NEEDED

MHDD 150 - Issues in Substance Abuse **Units: 1**
Overview of substance abuse issues and study of basic treatment approaches. Includes biological and lifestyle factors as well as legal issues.
Term Offered: AS NEEDED

MHDD 153 - Life Span Development **Units: 1**
Growth and development through the life span. Includes social learning theory, family dynamics and human relations and development as relating to mentally ill and developmentally disabled clients.
Term Offered: AS NEEDED

MHDD 154 - Advanced Therapeutic Interventions **Units: 2**
A comprehensive working knowledge of interdisciplinary therapeutic intervention including assessing, planning, implementing and evaluating a client's treatment program.
Enrollment Requirements: Prerequisite: MHDD 109.
Term Offered: AS NEEDED

MHDD 160 - Understanding Mental Illness **Units: 2**
An in-depth analysis of major diagnostic categories encountered with the seriously mentally ill. Review of treatment plans which have proven useful in addressing these disorders.
Term Offered: AS NEEDED

MHDD 295 - Practicum **Units: 3**
A career-related work experience, under qualified supervision. Work directly with mentally ill or developmentally disabled clients within a local service-provider agency. Preparation for occupation as MHT/MRT.
Term Offered: AS NEEDED

Music (MUS)

MUS 101 - Music Fundamentals **Units: 3**
Notation, terminology, intervals, scales and chords. Designed to furnish a foundation for musicianship and music theory.
Term Offered: Spring and Fall

MUS 105 - Vocal Techniques **Units: 2**
Fundamentals of tone production, breath control, and practical techniques involved in reading and interpreting songs. May be repeated for a maximum of 4 credits.
Term Offered: Spring and Fall

MUS 107 - Guitar Class I **Units: 2-3**
This course is geared toward the beginning level guitarist. Topics will include chording, music reading, melody playing, right hand technique and style.
Enrollment Requirements: Prerequisite: Student must supply own acoustic guitar.
Term Offered: Spring and Fall

MUS 108 - Guitar Class II **Units: 2-3**
This course is geared toward the intermediate level guitarist. Emphasis is placed on improving individual performance on the guitar and will include playing chords and melodies, reading music and guitar technique.
Enrollment Requirements: Prerequisite: Successful completion of Guitar I (MUS 107) or instructor approval. Student must supply own guitar.
Term Offered: Spring

MUS 111 - Piano Class I **Units: 2-3**
Beginning piano class. Music reading and keyboard techniques from beginning through early intermediate levels. No previous musical training required.
Enrollment Requirements: Prerequisite: No previous musical training required.
Term Offered: Spring and Fall

MUS 112 - Piano Class II **Units: 2-3**
Continuation of beginning piano class. Music reading and keyboard techniques from early intermediate through intermediate levels.
Enrollment Requirements: Prerequisite: MUS 111 or instructor approval.
Term Offered: Spring and Fall

MUS 121 - Music Appreciation **Units: 3**
Historical and cultural background of music. A general course in music appreciation open to all students. Representative works presented and analyzed. Satisfies the UNR Fine Arts core curriculum.
Term Offered: Spring and Fall

MUS 122 - Survey of Jazz **Units: 3**
Survey of Jazz is an introduction to the historical evolution of jazz music from its roots in the blues and ragtime to contemporary eclecticism. There will be extensive listening and discussion in class as well as assigned listening and reading. This class satisfies UNR Fine Arts Core Curriculum.
Term Offered: AS NEEDED

MUS 125 - History of Rock Music **Units: 3**
Survey of Rock music from its origins in Blues through Contemporary Rock styles. Examples of various styles will be analyzed.
Term Offered: Spring and Fall

MUS 203 - Music Theory I **Units: 3**
The study of the basic materials of music including rhythm, pitch, and harmony will be explored. This class will focus on understanding basic diatonic harmony including scales, key, triads and seventh chords, and counterpoint. Knowledge of music fundamentals is necessary for entrance into this class.
Enrollment Requirements: Prerequisite: MUS 101 or instructor approval. Co-requisite: student must also be concurrently enrolled in MUS 211: Sight-Singing and Dictation I
Term Offered: Fall

MUS 204 - Music Theory II **Units: 3**
The continued study of tonal harmony including the use of inverted triads and seventh chords in part writing, harmonic progression, basic small-scale musical form, and basic chromatic harmony.
Enrollment Requirements: Prerequisite: Successful completion of MUS 203 Music Theory I and MUS 211 Sight-Singing and Dictation I. Co-requisite: student must also be concurrently enrolled in MUS 212: Sight-Singing and Dictation II
Term Offered: Spring

MUS 207 - Music Theory III **Units: 3**
A more in-depth study of the counterpoint and traditional harmonic practices of the eighteenth and nineteenth centuries through writing, analysis, and aural perception.
Term Offered: Fall

MUS 208 - Music Theory IV **Units: 3**
A study of late nineteenth-century harmonic practices and twentieth-century idioms through writing, analysis, and aural perception.
Enrollment Requirements: Prerequisite: Successful completion of MUS 207E.
Term Offered: Spring

MUS 211 - Sight-Singing and Dictation I **Units: 1**
This course will teach the techniques of sight-singing, ear training and music dictation. This will include learning solfege, rhythmic-reading, melodic and harmonic dictation.
Enrollment Requirements: Prerequisite: MUS 101 or instructor approval. Co-requisite: student must also be concurrently enrolled in MUS 203, Music Theory I.
Term Offered: Fall

MUS 212 - Sight-Singing and Dictation II **Units: 1**
This course will continue the teaching of the techniques of sight-singing, ear training and music dictation at an intermediate level. The course will include the utilization of solfege, complex rhythm-reading, melodic and harmonic dictation at an intermediate level.
Enrollment Requirements: Prerequisite: MUS 211 and MUS 203. Co-requisite: Student must also be concurrently enrolled in MUS 204, Music Theory II.
Term Offered: Spring

MUS 290 - Internship in Music **Units: 1-8**
A course wherein students will apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Available to students who have completed all core and major requirements and have a 2.5 GPA. Contact the appropriate chairperson for the application, screening and required skills evaluation. Up to eight semester hour credits may be earned on the basis of 100 hours of internship for one credit. May be repeated for up to eight credits.
Term Offered: AS NEEDED

MUS 299 - Special Topics in Music **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

Music Applied (MUSA)

MUSA 101 - Bass-Lower Division **Units: 1**
Applied private instruction lessons are designed to provide students with the skills, knowledge and application necessary for developing their skill level on their chosen instrument. Students will participate in seven hours of instruction per credit per semester. A maximum of eight lower division credits can be earned.
Enrollment Requirements: Co-requisite: Any student enrolled in Applied Music Lessons must also be enrolled in a music ensemble course (MUSE).
Term Offered: AS NEEDED

MUSA 103 - Bassoon-Lower Division **Units: 1**
Applied private instruction lessons are designed to provide students with the skills, knowledge and application necessary for developing their skill level on their chosen instrument. Students will participate in seven hours of instruction per credit per semester. A maximum of eight lower division credits can be earned.
Enrollment Requirements: Co-requisite: Any student enrolled in Applied Music Lessons must also be enrolled in a music ensemble course (MUSE).

MUSA 107 - Clarinet-Lower Division **Units: 1**
Applied private instruction lessons are designed to provide students with the skills, knowledge and application necessary for developing their skill level on their chosen instrument. Students will participate in seven hours of instruction per credit per semester. A maximum of eight lower division credits can be earned.
Enrollment Requirements: Co-requisite: Any student enrolled in Applied Music Lessons must also be enrolled in a music ensemble course (MUSE).

MUSA 109 - Drum Set-Lower Division **Units: 1**
Applied private instruction lessons are designed to provide students with the skills, knowledge and application necessary for developing their skill level on their chosen instrument. Students will participate in seven hours of instruction per credit per semester. A maximum of eight lower division credits can be earned.
Enrollment Requirements: Co-requisite: Any student enrolled in Applied Music Lessons must also be enrolled in a music ensemble course (MUSE).
Term Offered: AS NEEDED

MUSA 113 - Flute-Lower Division **Units: 1**
Applied private instruction lessons are designed to provide students with the skills, knowledge and application necessary for developing their skill level on their chosen instrument. Students will participate in seven hours of instruction per credit per semester. A maximum of eight lower division credits can be earned.
Enrollment Requirements: Co-requisite: Any student enrolled in Applied Music Lessons must also be enrolled in a music ensemble course (MUSE).
Term Offered: Spring and Fall

MUSA 115 - Guitar-Lower Division **Units: 1**
Applied private instruction lessons are designed to provide students with the skills, knowledge and application necessary for developing their skill level on their chosen instrument. Students will participate in seven hours of instruction per credit per semester. A maximum of eight lower division credits can be earned.
Enrollment Requirements: Co-requisite: Any student enrolled in Applied Music Lessons must also be enrolled in a music ensemble course (MUSE).
Term Offered: Spring and Fall

MUSA 121 - Horn-Lower Division **Units: 1**
Applied private instruction lessons are designed to provide students with the skills, knowledge and application necessary for developing their skill level on their chosen instrument. Students will participate in seven hours of instruction per credit per semester. A maximum of eight lower division credits can be earned.
Enrollment Requirements: Co-requisite: Any student enrolled in Applied Music Lessons must also be enrolled in a music ensemble course (MUSE).
Term Offered: AS NEEDED

MUSA 123 - Oboe-Lower Division **Units: 1**
Applied private instruction lessons are designed to provide students with the skills, knowledge and application necessary for developing their skill level on their chosen instrument. Students will participate in seven hours of instruction per credit per semester. A maximum of eight lower division credits can be earned.
Enrollment Requirements: Co-requisite: Any student enrolled in Applied Music Lessons must also be enrolled in a music ensemble course (MUSE).

MUSA 127 - Percussion-Lower Division **Units: 1**
Applied private instruction lessons are designed to provide students with the skills, knowledge and application necessary for developing their skill level on their chosen instrument. Students will participate in seven hours of instruction per credit per semester. A maximum of eight lower division credits can be earned.
Enrollment Requirements: Co-requisite: Any student enrolled in Applied Music Lessons must also be enrolled in a music ensemble course (MUSE).
Term Offered: Spring and Fall

MUSA 129 - Piano-Lower Division **Units: 1**
Applied private instruction lessons are designed to provide students with the skills, knowledge and application necessary for developing their skill level on their chosen instrument. Students will participate in seven hours of instruction per credit per semester. A maximum of eight lower division credits can be earned.
Enrollment Requirements: Co-requisite: Any student enrolled in Applied Music Lessons must also be enrolled in a music ensemble course (MUSE).
Term Offered: Spring and Fall

MUSA 131 - Saxophone-Lower Division **Units: 1**
Applied private instruction lessons are designed to provide students with the skills, knowledge and application necessary for developing their skill level on their chosen instrument. Students will participate in seven hours of instruction per credit per semester. A maximum of eight lower division credits can be earned.
Enrollment Requirements: Co-requisite: Any student enrolled in Applied Music Lessons must also be enrolled in a music ensemble course (MUSE).

MUSA 135 - Trombone-Lower Division **Units: 1**
Applied private instruction lessons are designed to provide students with the skills, knowledge and application necessary for developing their skill level on their chosen instrument. Students will participate in seven hours of instruction per credit per semester. A maximum of eight lower division credits can be earned.
Enrollment Requirements: Co-requisite: Any student enrolled in Applied Music Lessons must also be enrolled in a music ensemble course (MUSE).
Term Offered: Spring and Fall

MUSA 137 - Trumpet-Lower Division **Units: 1-2**
Applied private instruction lessons are designed to provide students with the skills, knowledge and application necessary for developing their skill level on their chosen instrument. Students will participate in seven hours of instruction per credit per semester. A maximum of eight lower division credits can be earned.
Enrollment Requirements: Co-requisite: Any student enrolled in Applied Music Lessons must also be enrolled in a music ensemble course (MUSE).
Term Offered: Spring and Fall

MUSA 139 - Tuba-Lower Division **Units: 1**
Applied private instruction lessons are designed to provide students with the skills, knowledge and application necessary for developing their skill level on their chosen instrument. Students will participate in seven hours of instruction per credit per semester. A maximum of eight lower division credits can be earned.
Enrollment Requirements: Co-requisite: Any student enrolled in Applied Music Lessons must also be enrolled in a music ensemble course (MUSE).

MUSA 145 - Voice-Lower Division **Units: 1-2**
Private instruction in voice (classical). Students will participate in seven hours of instruction per credit per semester. Maximum of eight lower-division credits.
Enrollment Requirements: Co-requisite: Any student enrolled in Applied Music Lessons must also be enrolled in a music ensemble course (MUSE).
Term Offered: Spring and Fall

MUSA 147 - Voice for Musical Theater Major-Lower Division **Units: 1-2**
Private instruction in voice (musical theater). Students will participate in seven hours of instruction per credit per semester. Maximum of two credits a semester with a maximum of eight lower-division credits total.
Enrollment Requirements: Corequisite: Must also be enrolled in a music ensemble class or a theater or musical theater production class.
Term Offered: Spring and Fall

Music Ensemble (MUSE)

MUSE 101 - Concert Choir **Units: 1**
Choral presentations of various periods.
Term Offered: Spring and Fall

MUSE 111 - Concert Band **Units: 1**
Concert Band is a performance ensemble made up of woodwind, brass and percussion players. The Concert Band will study, rehearse and perform music of several styles and historical periods. Students should have the equivalent of high school level experience in a concert band program.
Term Offered: Spring and Fall

MUSE 112 - Symphonic Band **Units: 1**
The Symphonic Band is a performance ensemble, centered on public performance of musical literature. The Symphonic Band will study, rehearse and perform music of several styles and historical periods. Students should have the equivalent of high school level experience in a concert/symphonic band program.
Term Offered: Spring and Fall

Natural Resources (NRES)

NRES 100 - Prin of Natural Resources & Environmental Sciences **Units: 3**
This course involves the study of topics and issues related to natural resources and environmental sciences. Major topics covered include ecological principles, ecosystem functioning, population dynamics, conservation biology, resource use and management, and human-caused environmental impacts. There are four mandatory lab experiences.
Term Offered: Fall

NRES 210 - Environmental Pollution **Units: 3**
This course explores environmental issues associated with anthropogenic interactions with the biosphere, lithosphere, atmosphere, and hydrosphere. Major topics include air pollution, water pollution, environmental toxicology, global climate change, energy use, and solid waste management.
Enrollment Requirements: Prerequisite: MATH 126.
Term Offered: Fall

NRES 211 - Conservation, Humans and Biodiversity **Units: 3**
This course explores the fundamental concepts and principles of biodiversity conservation. Major topics include: patterns and processes creating biodiversity; causes and consequences of biodiversity loss; and approaches to conserving biodiversity.
Term Offered: Spring

NRES 217 - Natural Resource Ecology **Units: 3**
This course explores the fundamentals of ecology at the levels of population, community, and ecosystems. It includes concepts and applications in natural resource management and environmental science.
Enrollment Requirements: Prerequisite or Co-requisite: BIOL 190 or CHEM 122.
Term Offered: AS NEEDED

Nursing (NURS)

NURS 102 - Professional Behaviors **Units: 2**
This introductory course provides the student with an understanding of the professional nurse's role within the health care system. Emphasis is placed on ethics, professional obligations, values, expectations of the profession and accountability for lifelong learning. Students will learn the methods of communicating professionally and effectively with individuals, significant support persons, and as members of the interdisciplinary heath care team. The impact of family will be included.
Enrollment Requirements: Prerequisite: Open to students with declared Nursing major and accepted into the Nursing program.
Term Offered: Spring and Fall

NURS 129 - Level 1 - Basic Nursing Skills **Units: 2**
The course will prepare the future nursing student to provide holistic basic nursing care to residents in long-term care facilities. Students will provide total patient care and comfort measures at the level of a nursing assistant while incorporating basic principles of safety and infection for self and others. This is an alternate prerequisite (in lieu of the Certified Nursing Assistant class) for the nursing program.Note: This class does NOT prepare students to sit for the Nevada State Board of Nursing Certified Nursing Assistant Examination.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: MANDATORY STEPS OF ENROLLMENT: Background check, Drug Test, HCP CPR card, Major Medical Insurance and Immunizations.
Term Offered: AS NEEDED

NURS 130 - Nursing Assistant **Units: 6**
This course provides knowledge and skills necessary to assist the professional nurse in direct patient care, undertaking those tasks which are supportive to the care of the patient in various health-care settings. Students are introduced to the roles and responsibilities of a Certified Nursing Assistant. Emphasis is placed on acquiring proficiency in direct and indirect care to patients, as defined by the Nevada State Board of Nursing's Scope of Practice. The lab/clinical portion of this course includes selected skills that students have to perform. After satisfactory completion of this course, students are eligible to take the State exam and after passing that exam can become 'Certified' Nursing Assistants.
Enrollment Requirements: MANDATORY STEPS OF ENROLLMENT: Background check, Drug Test, HCP CPR card, Major Medical Insurance and Immunizations.
Term Offered: All Semesters

NURS 138 - Nursing Care I **Units: 7**
This introductory course provides the students with the foundations of the arts and science of nursing. Students are exposed to the core competencies that define the roles and responsibilities of an associate degree nurse. Focus is placed on acquiring proficiency to carry out basic independent and interdependent nursing actions that assist clients across the lifespan in meeting their health-care needs. Each student identifies care planning activities and develops an individualized care plan and assessment focusing on unique client/patient needs. Emphasis is on assessment, teaching and learning, and communication in health and wellness.
Enrollment Requirements: Prerequisite: Acceptance to the Nursing program.
Term Offered: Spring and Fall

NURS 140 - Medical Terminology **Units: 3**
The development of a basic medical vocabulary used to describe the body's anatomical systems with emphasis on the definition, use, spelling and pronunciation of terms. Attention will be focused on disease, normal body structure and function and pharmacology terminology.
Term Offered: All Semesters

NURS 142 - Fundamentals of Pharmacology **Units: 2**
This course provides an introduction to common pharmacotherapies encountered by nurses with emphasis on safe, quality, patient-centered, socio-culturally appropriate, evidence-based nursing care. Various groups of drugs will be studied in relation to their actions on selected body systems focusing on safe administration of medications to clients across the lifespan.
Enrollment Requirements: Prerequisite: Acceptance to the Nursing program.
Term Offered: Spring and Fall

NURS 170 - Nursing Care 2 **Units: 7**
The focus of this course is on nursing care and management of the individual across the health wellness illness continuum using the nursing process. Student will integrate knowledge of the diverse and holistic needs of the individual. Students will apply and implement communication strategies through collaboration, and teaching and learning; topics include stress and coping and grief and loss. The childbearing and child rearing family are also included as a population.
Enrollment Requirements: Prerequisite: Acceptance to the Nursing program.
Term Offered: Spring and Fall

NURS 202 - Nursing Care 3 **Units: 7**
The focus of this course is a continuation of the nursing care and management of patients/clients with an altered health status that affects both individuals and families across the lifespan. The child-bearing and child rearing family are also included as a population. The course applies the concepts of clinical pharmacology, psychopathology, pathophysiology, health maintenance, promotion and restoration to the care of patients/clients. The lab/clinical portion of this course include selected observation, clinical assignments and the use of computer simulation and skills laboratory.
Enrollment Requirements: Prerequisite: BIOL 223, BIOL 224, BIOL 251, NURS 102, NURS 138, NURS 170 and NURS 212.
Term Offered: Spring and Fall

NURS 209 - Principles of Pathophysiology **Units: 3**
This course is designed to offer students the opportunity to explore and apply the principles of pathophysiology to the nursing care of diverse patients across the lifespan. Emphasis is placed on the relationships between physiological, psychological, and developmental variables in the care of patients.
Enrollment Requirements: Prerequisite: Acceptance to the Nursing program.
Term Offered: Spring and Fall

NURS 212 - Cultural Aspects of Nursing Care **Units: 3**
Nurse-client encounters involve the interaction of three cultural subsystems: the culture of the nurse, the culture of the client and the culture of the setting. This course explores the influence of culturally diverse backgrounds within the health care system of the United States. The weaving of gender, age, race, ethnic and religious diversities of the nurse and client will be emphasized. This course fulfills the diversity requirement at TMCC. This course is offered online only and is open only to students admitted to the nursing program.
Enrollment Requirements: Prerequisite: Restricted to enrolled Nursing students only.
Term Offered: Spring and Fall

NURS 240 - RN Refresher-Theory **Units: 2**
The RN Refresher Course is designed to assist inactive professional nurses to update their knowledge and skills in order to renew their licenses and return to active nursing practice. This theory portion is an on-line program that spans one semester. Students who successfully complete this course can then take NURS 242 which includes 135 hours of clinical practice with an RN preceptor.
Transferability: May not transfer towards an NSHE bachelor's degree

NURS 242 - RN Refresher - Clinical **Units: 3**
This RN Refresher Course is designed to assist inactive professional nurses to update their knowledge and skills in order to renew their nursing licenses and return to active nursing practice. NURS 240 must be taken prior to this course. This program includes 135 hours of clinical with an RN preceptor. This is a Pass/Withdraw class. Students must have a temporary nursing license from the Nevada State Board of Nursing and have taken NURS 240 (RN Refresher Course-Theory).
Transferability: May not transfer towards an NSHE bachelor's degree

NURS 274 - Nursing Care 4 **Units: 7**
The focus of this course is the culmination of the care and management of the holistic, diverse, acutely-ill client across the lifespan. Emphasis is on the refinement of clinical decision making skills, achievement of clinical competence, and demonstration of professional nursing practice. The capstone experience of this course provides opportunities to incorporate informatics, to explore quality improvement opportunities using the National Patient Safety Goals.
Enrollment Requirements: Prerequisite: Acceptance to the Nursing program.
Term Offered: Spring and Fall

NURS 285 - Selected Topics in Nursing **Units: 0.5-6**
This course is restricted to students who have approval from the Director of Nursing. The course will present an individually selected variety of topics intended to bring the student to current knowledge in the subject area assigned. Students who are returning to the nursing program after an absence, or who may need to repeat certain content for either theory or clinical nursing courses will be assigned the appropriate number of credits. Other students referred by the Nevada State Board of Nursing for refreshing in certain topics may also take this variable credit course. The course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

Nutrition (NUTR)

NUTR 100 - Introduction to Dietetic Technician Program **Units: 0.5**
This course is designed for those students who have an interest in becoming a Dietetic Technician Registered (DTR). It is an introductory directed study course designed to give the student a greater knowledge of what a DTR does and what career opportunities are open in the field. The goal of this course is to help the student in making an appropriate career choice.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

NUTR 121 - Human Nutrition **Units: 3**
This course is designed as an introductory course in nutrition and should acquaint the student with the concepts of nutrients, nutrient requirements and the effect of malnutrition and diet choices on human health.This class meets for four mandatory lab experiences.
Term Offered: Spring and Fall

NUTR 220 - Food Service Systems Management **Units: 3**
Organization and operation of food service, management principles, food service personnel, labor laws, regulatory agencies, food cost control and record keeping.
Term Offered: Fall

NUTR 221 - Quantity Food Purchasing **Units: 3**
Food purchasing for food service systems, understanding cost factors, food laws, quality standards and basic manufacturing processes.
Term Offered: Spring

NUTR 222 - Principles of Food Science **Units: 3**
This course covers the basic fundamentals of food science and underlying technology associated with the food industry. An emphasis will be given to the functional and chemical aspects of the nutrients in foods. Four laboratory experiences will cover applications in food systems, such as food processing and preparation of foods.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: BIOL 190 and BIOL 190L

NUTR 223 - Principles of Nutrition **Units: 3**
A course designed for the student in the field of allied health and for students majoring in Dietetic Technology. Emphasis on the functions of the major nutrients and their role in maintaining good health, beginning at the cellular level and extending to include interactional properties of nutrients and diets.
Enrollment Requirements: Prerequisite: BIOL 190 and BIOL 190L or permission of instructor.
Term Offered: All Semesters

NUTR 226 - Food Processing Microbiology **Units: 4**
To introduce the students to the fundamentals of food microbiology and underlying technology associated with providing a safe, nutritious supply of fresh and processed foods to humans. Students will be introduced to how the food industry and regulatory agencies deal with potential health hazards associated with the ecology and physiology of disease-causing organisms that can be present in food, and how food preservation and processing can extend food availability in a safe manner.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: BIOL 190 and BIOL 190L
Term Offered: All Semesters

NUTR 233 - Community and Lifecycle Nutrition **Units: 3**
This course is designed for students majoring in the Dietetic Technician Program. Application of nutritional principles and practices in health care, public health and community nutrition services including community resources and governmental regulation. Lifecycle nutrition will be studied as it pertains to the general nutritional needs and problems associated with pregnancy, lactation, infancy, childhood, adolescence and the aging population.
Enrollment Requirements: Prerequisite: NUTR 223.
Term Offered: Fall

NUTR 243 - Medical Nutrition Therapy for Dietetic Techs I **Units: 3**
A course designed for students in the Dietetic Technician Program or other allied health fields. Nutritional care of individuals, applications of nutrition in the clinical setting and specific disease states and nutrition related care for the patient will be studied. This is one part of a two-part course series.
Enrollment Requirements: Prerequisite: NUTR 223.
Term Offered: Fall

NUTR 244 - Medical Nutrition Therapy for Dietetic Techs II **Units: 3**
A course designed for students in the Dietetic Technician Program or other allied health field. Nutritional care of individuals, applications of nutrition in the clinical setting and specific disease states and nutrition related care for the patient/client will be studied. This is part of a two-part course series.
Enrollment Requirements: Prerequisite: NUTR 243
Term Offered: Spring

NUTR 253 - Cultural Considerations in Nutrition and Health Care **Units: 3**
Four major non-western cultures are examined regarding cultural norms in the following areas. Cultural attitudes, beliefs and behaviors associated with access to biomedical health care and to traditional health practices (Complementary and Alternative medicine) among different cultural groups. Cultural attitudes, beliefs and behaviors regarding food consumption as it varies across cultural groups. Theoretical and practical approaches to cross cultural communication methods and the meaning of various communication models among groups.
Term Offered: Spring and Fall

NUTR 291 - Nutrition Internship-Food Service **Units: 3**
Supervised experience in a food service setting. Application of classroom theories to actual operations. Registration requires approval of the instructor. This course is designed for students majoring in the Dietetic Technician Program. The Practicum provides a total of 150 hours supervised experience in the area of Food Service Management. The student will interact and apply appropriate assistance and leadership based on the mission of the facility where placed.***Department Consent Required***
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Department Consent Required
Term Offered: Spring and Fall

NUTR 292 - Nutrition Internship-Community **Units: 3**
Supervised experience in a Community Nutrition setting. Application of classroom theories to actual situations. Registration requires approval of the instructor. This course is designed for students majoring in the Dietetic Technician Program. The Practicum provides a total of 150 hours supervised experience in the area of Community Nutrition. The student will interact and apply appropriate nutrition assistance based on the age, health, cultural background and medical needs of the patients/clients. Experience sites may include: senior residence facilities, senior centers, WIC offices, or public feeding programs.***Department Consent Required***
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisites: NUTR 223, NUTR 233 and approval of the instructor.
Term Offered: Spring and Fall

NUTR 293 - Nutrition Internship-Clinical **Units: 3**
Supervised experience in a variety of health care and nutrition settings. Application of classroom theories to actual operations. Registration requires approval of the instructor. This course is designed for students majoring in the Dietetic Technician Program. The Practicum provides a total of 150 hours supervised experience in the area of Clinical Nutrition. The student will interact and apply appropriate nutrition assistance based on the age, health, cultural background and medical needs of the patients/clients. Experience sites may include hospitals or the practice of a Consulting Registered Dietitian.***Department Consent Required***
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Department Consent Required
Term Offered: Spring and Fall

NUTR 298 - Special Topics in Nutrition **Units: 1-3**
Covers selected topics of interest to students enrolled in the Dietetic Technician program or other Allied Health programs. May be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

Occupational Safety and Health (OSH)

OSH 222 - General Industry Safety **Units: 1**
This is a general safety course for an industrial environment. Students will learn OSHA regulations, personal safety and understand the importance of safe work habits. This course satisfies 6 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: All Semesters

Law/Paralegal (LAW)

LAW 101 - Fundamentals of Law I **Units: 3**
(Legal Specialty course) Relationship and delineation of the function and responsibility of the legal assistant, the attorney and the client; survey of substantive areas of the law; structure of the legal system; basic legal terminology; ethics and liability of the legal profession.
Term Offered: Spring and Fall

LAW 198 - Special Topics Legal Assistant **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Enrollment Requirements: Prerequisite: LAW 101.
Term Offered: AS NEEDED

LAW 203 - Real Property **Units: 3**
(Legal Specialty course) Discussion of real property law, including landlord/tenant law, deeds of trust and foreclosures. The course will also cover the practical application of practice in these areas.
Enrollment Requirements: Prerequisite: LAW 101 with a grade of 'B' or better, LAW 259 and LAW 261. This course can be taken concurrently with LAW 259.
Term Offered: Fall

LAW 204 - Torts **Units: 3**
(Legal Specialty course) An overview of tort law. Concepts to be discussed include intentional torts, strict liability, negligence, proximate cause, re ipsa loquitur, comparative responsibility, premises liability, product liability, professional negligence and worker's compensation.
Enrollment Requirements: Prerequisite: LAW 101 with a grade of 'B' or better, LAW 259 and LAW 261. This course can be taken concurrently with LAW 259.
Term Offered: Spring

LAW 205 - Contracts **Units: 3**
(Legal Specialty course) A survey of contract law. Discussion of the essential elements of contracts, with special emphasis placed on the practical analysis of contracts. Discussion on the filing of a complaint for breach of contract. Also, discussion of debtor/creditor rights.
Enrollment Requirements: Prerequisite: LAW 101 with a grade of 'B' or better, LAW 259, and LAW 261. This course can be taken concurrently with LAW 259.
Term Offered: Fall

LAW 231 - Procedure - Civil **Units: 3**
(Legal Specialty course) Emphasis on jurisdiction of the court system in Nevada. Discussion of complaints, summons, answers, supplemental pleadings. Will also cover pretrial tactics, motions, exceptions, venue, discovery, depositions and summary judgments.
Enrollment Requirements: Prerequisite: LAW 101 with a grade of 'B' or better, LAW 259 and LAW 261. This course can be taken concurrently with LAW 259.
Term Offered: Spring

LAW 232 - Procedure - Criminal **Units: 3**
An overview of the procedure involved in criminal cases. Includes a discussion of complaints, indictments, writs of habeas corpus, trial motions and post-conviction remedies.
Enrollment Requirements: Prerequisite: LAW 101 with a grade of 'B' or better, LAW 259 and LAW 261. This course can be taken concurrently with LAW 259.
Term Offered: Fall

LAW 233 - Business Structures **Units: 3**
(Legal Specialty course) A survey of corporate, partnership and agency law. Discussion of some types of employment law. The drafting of corporate and partnership agreements will also be covered.
Enrollment Requirements: Prerequisite: LAW 101 with a grade of 'B' or better, LAW 259 and LAW 261. This course can be taken concurrently with LAW 259.
Term Offered: SUMMER

LAW 251 - Bankruptcy **Units: 3**
(Legal Specialty course) This course will provide a basic knowledge of bankruptcy law, with emphasis on understanding the schedules, preparing proofs of claims and motion practice within the bankruptcy court.
Enrollment Requirements: Prerequisite: LAW 101 with a grade of 'B' or better, LAW 259 and LAW 261. This course can be taken concurrently with LAW 259.
Term Offered: SUMMER

LAW 252 - Family Law **Units: 3**
(Legal Specialty course) Covers the law related to family issues. Includes a discussion of rights and obligations of parties to each other and their offspring. Divorce, custody and support, spousal agreements, termination of parental rights, adoptions and collection of child support are all discussed.
Enrollment Requirements: Prerequisite: LAW 101 with a grade of 'B' or better, LAW 259 and LAW 261. This course can be taken concurrently with LAW 259.
Term Offered: Spring

LAW 255 - Probate Procedures **Units: 3**
(Legal Specialty course) Law related to estate planning issues. Includes procedure to distribute a person's estate upon one's death; creation and administration of a trust and procedure to appoint another to act on one's behalf. Also includes a discussion of health care documents and related elderly care issues.
Enrollment Requirements: Prerequisite: LAW 101 with a grade of 'B' or better, LAW 259 and LAW 261. This course can be taken concurrently with LAW 259.
Term Offered: SUMMER

LAW 259 - Legal Writing **Units: 3**
(Legal Specialty course) In-depth study and development of legal writing skills. Emphasis is placed on writing assignments which assume a knowledge of basic legal research skills, development of memoranda of points and authorities and analyses of case facts. Also discussed will be office memoranda and appeal briefs.
Enrollment Requirements: Prerequisite: LAW 101 with a grade of 'B' or better and LAW 261.
Term Offered: Fall

LAW 261 - Legal Research I **Units: 3**
(Legal Specialty course) Covers legal research and terminology. The student will become familiar with the law library and develop legal research skills through the use of legal digests, encyclopedias, reporter systems, indexes, Shepard's, treatises, cases, statutes, legal periodicals, government documents and other research material. Emphasis is placed on developing legal briefing skills and finding answers to legal research questions.
Enrollment Requirements: Prerequisite: LAW 101 with a grade of 'B' or better.
Term Offered: Spring

LAW 263 - Ethics **Units: 1-3**
(Legal Specialty course) Covers the relationship between the attorney, client and legal assistant. Discusses what a legal assistant may and may not do. Also discusses conflicts of interest, dealing with witnesses and adverse parties and confidentiality.
Enrollment Requirements: Prerequisite: LAW 101 with a grade of 'B' or better.
Term Offered: Spring and Fall

LAW 264 - Civil Evidence **Units: 3**
(Legal Specialty course) Covers interviewing skills, fact pattern analysis, discovery preparation and evidence. Emphasis is placed on preparation of documents throughout the court process.
Enrollment Requirements: Prerequisite: LAW 101 with a grade of 'B' or better, LAW 231, LAW 259, LAW 261 and 12 additional semester LAW units.
Term Offered: Spring

LAW 295 - Supervised Field Experience **Units: 3**
(Legal Specialty course) Please consult with the program coordinator. Legal assistant work experience under the supervision of an attorney. The student will work at a local law firm or agency eight hours a week for the 15-week semester to gain practical work experience. The student reports and evaluates his/her experience with the program coordinator.
Enrollment Requirements: Prerequisite: LAW 101 with a 'B' or better, LAW 231, LAW 259, LAW 261, LAW 263 and 12 semester LAW units.
Term Offered: Spring and Fall

Personal Trainer (PTR)

PTR 100 - Introduction to Personal Training **Units: 3**
Explore the career of personal training as you learn about certification requirements, career opportunities, paths and recommendations. Requirements and expectations of the TMCC Personal Trainer program as well as information on the courses within the program will be discussed. Discover the importance of communication skills and how to build relationships with clients and the general public. Scope of practice and legal issues pertaining to certification will also be covered.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Fall

PTR 120 - Techniques of Teaching Weight Training **Units: 2**
Examine the fundamental concepts and techniques for teaching weight training, including proper lifting technique and safety guidelines. Discover the best ways to present and demonstrate information for clients as well as how to critique and provide corrective feedback to clients for improved performance.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring

PTR 200 - Pilates Reformer Instructor Certification **Units: 4**
This course provides total immersion into Pilates principles, Pilates exercises, communication methods and goal oriented training. Students will learn and practice anatomy, biomechanics, and their application to personal training strategies with an emphasis on client safety and communication. Students completing the required hours and passing the practical and written exams will be certified to teach standard reformer Pilates.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: CPR Certification
Term Offered: Spring and Fall

PTR 202 - Anatomy and Physiology I for Massage and Fitness Professionals **Units: 4**
This course provides a fundamental overview of human anatomy and physiology and is the first course of a two part series which will cover cell structures and functions, tissues and membranes, integumentary system, skeletal system, muscular system, nervous system and special senses. Through a systematic and detailed progression, students will learn the basics of structure and function of selected organs and organ systems and how they interact with and support one another. This course will provide a solid base of theoretical and practical knowledge for personal trainers to apply in their career. Same as MASG 202.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

PTR 205 - Fitness Analysis and Application **Units: 3**
Explore the tests used to measure a client's overall fitness level in conjunction with the five health related components of physical fitness. Practice hands on testing and use those test results to look at the areas that need improvement and the best mode to use for improvement in the particular area of fitness. There will be in-depth hands-on training for body composition, cardiovascular fitness, muscular strength, muscular endurance, and flexibility. Discover how to train clients based on their test results and discuss methods to work with special needs and special population issues.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring

PTR 208 - Anatomy and Physiology II for Massage and Fitness Professionals **Units: 4**
This course provides a fundamental overview of human anatomy and physiology and is the second course of a two part series which will cover the nervous, endocrine, cardiovascular, lymphatic-immune, respiratory, digestive and urinary systems. Through a systematic and detailed progression, students will learn the basics of structure and function of selected organs and organ systems and how they interact with and support one another. This course will provide a solid base of theoretical and practical knowledge for personal trainers to apply in their career. Same as MASG 208.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: PTR 202
Term Offered: Spring and Fall

PTR 210 - Kinesiology for Massage and Fitness Professionals **Units: 3**
Kinesiology is a scientific study of human body movement which addresses physiological, biomechanical, and psychological mechanisms of movement. This course is a detailed, systematic hands-on study specifically designed for personal trainers and will incorporate both theoretical concepts and practical practice. Same as MASG 205.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

PTR 250 - Personal Training Practicum **Units: 1**
This course is designed to give advanced Personal Trainer students an opportunity to train clients under the supervision of course instructor in the TMCC fitness complex. Students will serve as a teaching assist for one of the activity or lecture courses within the TMCC Personal Trainer program, present health topic information to the class, and intern in our TMCC fitness complex.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Students must have completed required courses for Personal Trainer program prior to admission into this course. Permission will be given to students to register for this course by the department program officer.
Term Offered: AS NEEDED

Philosophy (PHIL)

PHIL 101 - Introduction to Philosophy **Units: 3**
Basic problems in different areas of philosophy such as ethics, political theory, metaphysics and epistemology.
Term Offered: Spring and Fall

PHIL 102 - Critical Thinking and Reasoning **Units: 3**
Non-symbolic introduction to logical thinking and everyday life, law, politics, science, advertising; common fallacies; the uses of language, including techniques of persuasion.
Term Offered: Spring and Fall

PHIL 114 - Introduction to Symbolic Logic **Units: 3**
Methods and principles of correct reasoning and argumentation with application to the various sciences.
Term Offered: Spring

PHIL 135 - Introduction to Ethics **Units: 3**
This course introduces ethical theory in the context of case studies drawn from literature, films and the media. The course introduces students to classical and modern examples of ethical theory such as ethical relativism, egoism, utilitarianism, the categorical imperative and theories of moral development.
Enrollment Requirements: Prerequisite: Completion of or concurrent enrollment in ENG 101 or qualifying English placement score.
Term Offered: Spring and Fall

PHIL 202 - Introduction to the Philosophy of the Arts **Units: 3**
Varieties of artistic representation and expression, the relationship of artworks to their embodiments, and the nature of interpretation and aesthetic response.
Term Offered: AS NEEDED

PHIL 210 - World Religions **Units: 3**
A critical introduction to the nature and practices of various religions. Studies the main moral and religious views of Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity, Islam, Jainism, Sikhism. Satisfies TMCC and UNR Diversity requirement.
Enrollment Requirements: Prerequisite: Completion of or concurrent enrollment in ENG 101 or qualifying English placement score.
Term Offered: All Semesters

PHIL 211 - Introduction to Ancient Philosophy **Units: 3**
Major thinkers from the sixth through the second century B.C.E., e.g., the pre-Socrates, Socrates, the sophists, Plato, Aristotle, the atomists, cynics, skeptics, stoics and Epicureans.
Term Offered: AS NEEDED

PHIL 213 - Introduction to Modern Philosophy **Units: 3**
Major thinkers from the Renaissance through the 18th century, e.g., Bacon, Hobbes, Descartes, Spinoza, Leibniz, Locke, Berkeley, Hume and Kant.
Term Offered: AS NEEDED

PHIL 224 - Introduction to the Philosophy of Science **Units: 3**
Philosophical problems and implications of historical and contemporary scientific inquiry, e.g., the nature of laws, theories, explanations, scientific revolutions, values, relations of science and society.
Term Offered: AS NEEDED

PHIL 244 - Bioethics **Units: 3**
This course provides a balanced systematic, unbiased ethical framework designed to help students understand and analyze a wide range of issues currently controversial in medicine or that are likely to arise in the future. Treatment of such issues as abortion and euthanasia, cloning, genetic screening, just health care, patients' rights, the use of human and animal subjects in research.
Term Offered: Spring and Fall

PHIL 245 - Contemporary Moral Issues **Units: 3**
Topical questions in practical ethics, e.g., war and terrorism, world hunger, abortion, racial discrimination, gender roles, the environment from a multicultural perspective.
Term Offered: AS NEEDED

Physical Education (PEX)

PEX 124 - Soccer **Units: 1**
Learn the basic skills and rules of soccer. Soccer skills will be developed through completing various drills, games, and game play.
Term Offered: All Semesters

PEX 126 - Intermediate Soccer **Units: 1**
Perform the basic fundamentals of soccer such as dribbling, passing, shooting, heading and kicking; identify and describe NJCAA rules and regulations as they pertain to intercollegiate athletics; identify strengths and weaknesses as they relate to game situations; analyze game situations during inter-squad practices.
Enrollment Requirements: Must be a member of the TMCC Intercollegiate Soccer Team or have instructor permission to enroll.

PEX 143 - Karate **Units: 1-2**
Perform basic karate techniques such as blocks, strikes and kicks, and utilize basic stances while performing these skills using form, focus and control.
Term Offered: AS NEEDED

PEX 146 - Self Defense **Units: 1-2**
Enhance your sense of safety and well-being by learning basic self-defense techniques including punches, kicks, grabs and escapes. Increase your awareness of any situation that may be potentially threatening.
Term Offered: Spring and Fall

PEX 149 - ZUMBA **Units: 1-2**
ZUMBA is a program that was inspired by Latin music and dance movements including salsa, merengue, reggaeton, samba, flamenco, and cumbia. ZUMBA also infuses a variety of international styles (e.g. West African, bollywood, and hip-hop). Basic principles of aerobic, interval, and resistance training are incorporated into each workout to maximize caloric output, cardiovascular benefits, and total body toning.
Term Offered: Spring and Fall

PEX 151 - Boxing **Units: 1-2**
Practice the basic techniques and drills of boxing including punches, footwork, speed, balance and agility. Boxing is an exhilarating cardiovascular workout that will promote physical fitness and injury avoidance.
Term Offered: Spring and Fall

PEX 155 - Fencing **Units: 1-2**
Discover the sport and art of foil fencing as you learn the fundamental skills of the sport to include offensive, defensive and counteroffensive techniques along with the international rules governing fencing.
Term Offered: Spring and Fall

PEX 155A - Fencing, Intermediate/Advanced **Units: 1-2**
Develop intermediate to advanced fencing skills and learn to apply these skills to strategy, tactics and techniques for bouts and tournaments. Electric fencing will be included.
Enrollment Requirements: Prerequisite: PEX 155.
Term Offered: AS NEEDED

PEX 169 - Yoga **Units: 1-2**
Yoga is a way of balancing life by uniting body, mind and spirit through the use of postures, movement, breath and breath meditation. Yoga exercises and breathing techniques performed correctly and consistently will promote firm muscles, healthy skin, good posture, flexibility, and coordination. Discover the practice and philosophy of yoga as you develop strength, flexibility and inner awareness through yoga postures and styles, breathing exercises, history, terminology, meditation, relaxation and stress reduction techniques.
Term Offered: Spring and Fall

PEX 169E - Low Back Care Gentle Yoga **Units: 1**
This course provides students with tools to improve functional movement and improve the symptoms of low back pain syndrome.
Term Offered: AS NEEDED

PEX 170 - Cardio Fitness **Units: 1-2**
Gain cardiovascular endurance and discover the benefits of a variety of cardiovascular exercises as you learn how to use proper form and execute movement safely. Coordination and muscle strengthening leads to mind body connection, greater flexibility and increased stamina. Step and floor aerobics, boot camp style cardio, kickboxing, strength training, and outdoor fitness are the major formats covered. Pump iron, use resistance tubing, and utilize other equipment that will contribute to your overall fitness.
Term Offered: Spring and Fall

PEX 172 - Body Contouring and Conditioning **Units: 1-2**
Achieve a total body workout through cardiovascular conditioning, body toning and strength training techniques. Discover a variety of different cardio and toning workouts and learn how to isolate muscles during strength training to benefit your overall fitness and health.
Term Offered: Spring and Fall

PEX 173 - Circuit Training **Units: 1-2**
Explore proper fitness and strength training techniques and fundamentals, while learning a variety of circuit training workout routines and concepts.
Term Offered: Spring and Fall

PEX 174 - Fitness Principles and Practices **Units: 1-3**
Individuals pursuing a certificate in Personal Training or those with an interest in overall health and wellness will learn about the body systems and functions as related to physical activity. Components of health related fitness and principles of physical fitness, nutrition, weight management, stress management techniques and special populations will be explored.
Term Offered: Spring and Fall

PEX 180 - Strength Training **Units: 1**
Introductory course that gives students a beginning knowledge of machine weights and free weights. Skeletal and muscle anatomy are introduced and the students are shown how they are affected by resistance and weight training. Provides an introduction on how to stay healthy throughout one's life.
Enrollment Requirements: Must be a member of the TMCC Intercollegiate Soccer Team or have instructor permission to enroll.

PEX 183 - Weight Training **Units: 1-2**
Novice lifters who have limited knowledge of strength training principles and fundamentals will increase knowledge about weight room safety, muscle groups, strength training routines, spotting techniques, nutrition, modes of resistance training and proper workout structure.
Term Offered: Spring and Fall

PEX 183A - Weight Training Advanced **Units: 1-2**
Geared toward intermediate to advanced weight lifters who have knowledge of strength training principles and fundamentals, this course will further enhance techniques learned in the novice program. This course will utilize Canvas as an assist throughout the semester.
Term Offered: Spring and Fall

PEX 184 - Conditioning, Intercollegiate Athletics **Units: 1**
Introductory course that teaches the fundamentals of general and sports specific conditioning. All aspects of physical and psychological development are incorporated into this class. Strength, power, speed, acceleration, muscular hypertrophy and endurance, cardiovascular endurance, motor skills, and agility drills are taught and practiced. The class will include general physical preparation sports fitness, plyometrics, agility drills, and sports specific conditioning. The students will learn about the principle of year-round conditioning, including conditioning appropriate to the off-season, preparatory period, pre-competition period and competition period.
Enrollment Requirements: Must be a member of the TMCC Intercollegiate Soccer Team or have instructor permission to enroll.

PEX 193 - Intercollegiate Soccer **Units: 1**
TMCC's intercollegiate soccer players will obtain advanced instruction in the essential skills, techniques, offensive and defensive fundamentals, rules, and organizational methods of soccer.
Enrollment Requirements: Must be a member of the TMCC Intercollegiate Soccer Team or have instructor permission to enroll.
Term Offered: All Semesters

PEX 199 - Special Topics **Units: 1-2**
Various short courses and experimental classes covering a variety of subjects in physical education. The course will be variable credit of one to two depending on the course content and number of hours required. This course may be repeated for up to six credits.
Term Offered: Spring and Fall

PEX 207 - Total Fitness and Weight Control **Units: 2**
Get the tools and information you need to make educated decisions concerning fitness, nutrition and weight control. Topics covered include the principles of fitness, cardiorespiratory endurance, muscular strength and endurance, body composition, nutrition and behavior modification. Class includes both exercise and lecture.
Term Offered: Spring and Fall

PEX 226 - Advanced Soccer **Units: 1**
An advanced soccer course designed to teach and develop advanced skills required to compete in intercollegiate soccer.
Enrollment Requirements: Must be a member of the TMCC Intercollegiate Soccer Team or have instructor permission to enroll.

PEX 280 - Advanced Strength Training **Units: 1**
An advanced course designed to give students knowledge of advanced lifting techniques on weight machines and free weights. Students will learn how skeletal and muscle anatomy are affected by different lifting practices and develop constructive nutrition plans.
Enrollment Requirements: Must be a member of the TMCC Intercollegiate Soccer Team or have instructor permission to enroll.

PEX 284 - Intermediate Conditioning, Intercollegiate Athletics **Units: 1**
Intermediate Conditioning is designed to prepare students to participate in intercollegiate athletics.
Enrollment Requirements: Must be a member of the TMCC Intercollegiate Soccer Team or have instructor permission to enroll.

PEX 293 - Intermediate Intercollegiate Soccer **Units: 1**
Perform basic fundamentals of soccer; identify and describe NJCAA rules and regulations as they pertain to intercollegiate athletics; apply NJCAA rules and regulations to intercollegiate game play; analyze game situations through inter squad practices and intercollegiate soccer games; compare and apply strengths and weaknesses as the relate to game situations; evaluate game performance.
Enrollment Requirements: Must be a member of the TMCC Intercollegiate Soccer Team or have instructor permission to enroll.

Physics (PHYS)

PHYS 100 - Introductory Physics **Units: 3**
An introductory course covering the basic concepts of physics for non-science majors. Topics include a broad range of topics from both classical and modern physics. Includes four required lab experiences. Satisfies UNR Science core curriculum requirements.
Enrollment Requirements: Prerequisite: MATH 120 or higher or qualifying ACCUPLACER, ACT/SAT test results.
Term Offered: Spring and Fall

PHYS 117 - Introduction to Space Science and Engineering **Units: 3**
A hands on introduction to the science and engineering of space exploration. Topics include the Space Environment, Flight Dynamics, Propulsion, Power Supplies, Telemetry, Remote Sensing, Robotics, Design of Experiments, Analyzing Data, and Careers in Aerospace.
Term Offered: AS NEEDED

PHYS 151 - General Physics I **Units: 4**
An algebra based course in introductory Newtonian Mechanics covering vectors, one and two dimensional kinematics, work and energy, momentum and impulse, rotational dynamics, oscillations, fluids, sound and heat.
Enrollment Requirements: Prerequisite: MATH 127 or MATH 128.
Term Offered: Spring and Fall

PHYS 152 - General Physics II **Units: 4**
The second semester of an algebra based introductory physics course. The second semester focuses on electromagnetism covering topics of electrostatics, electric fields, electric potential, capacitance, electrodynamics, simple circuits, magneto-statics, magnetic fields, electromagnetic induction, electromagnetic waves, and physical optics.
Enrollment Requirements: Prerequisite: PHYS 151
Term Offered: Spring

PHYS 180 - Physics for Scientists and Engineers I **Units: 3**
A calculus based course in introductory Newtonian Mechanics covering vectors, one and two dimensional kinematics, particle dynamics, work and energy, momentum and impulse, rotational dynamics, oscillations, gravitation, fluids, wave properties and sound.
Enrollment Requirements: Prerequisite: MATH 181; Corequisite: PHYS 180L. Students must co-enroll in both PHYS 180 and PHYS 180L to receive credit.
Term Offered: Spring and Fall

PHYS 180L - Physics for Scientists/Engineers Lab I **Units: 1**
Laboratory experiments to accompany PHYS 180.
Enrollment Requirements: Prerequisite: MATH 181; Corequisite: PHYS 180. Students must co-enroll in both PHYS 180 and PHYS 180L to receive credit.
Term Offered: Spring and Fall

PHYS 181 - Physics for Scientists and Engineers II **Units: 3**
The second semester of a calculus based introductory physics course. The second semester covers topics in electromagnetism and thermodynamics including electrostatics, electric fields, electric potential, capacitance, electrodynamics, simple circuits, magneto-statics, magnetic fields, electromagnetic induction, Maxwell's equations, electromagnetic waves, physical optics, thermodynamic laws and kinetic theory.
Enrollment Requirements: Prerequisite: PHYS 180 Corequisite: PHYS 181L. Students must co-enroll in both PHYS 181 and PHYS 181L to receive credit.
Term Offered: Spring

PHYS 181L - Physics for Scientists/Engineers Lab II **Units: 1**
Laboratory experiments to accompany PHYS 181.
Enrollment Requirements: Prerequisite: PHYS 180 Corequisite: PHYS 181. Students must co-enroll in both PHYS 181 and PHYS 181L to receive credit.
Term Offered: Spring

PHYS 182 - Physics for Scientists and Engineers III **Units: 3**
An introductory course in modern physics covering light and optics, relativity, quantum physics, atoms and molecules, nuclear physics and radioactivity, and the Standard Model and elementary particles.
Enrollment Requirements: Prerequisite: PHYS 181 Co-Requisite: PHYS 182L. Students must co-enroll in both PHYS 182 and PHYS 182L to receive credit.
Term Offered: AS NEEDED

PHYS 182L - Physics for Scientists and Engineers Lab III **Units: 1**
Laboratory experiments to accompany PHYS 182.
Enrollment Requirements: Prerequisite: PHYS 181 Co-Requisite: PHYS 182. Students must co-enroll in both PHYS 182 and PHYS 182L to receive credit.
Term Offered: AS NEEDED

PHYS 198 - Special Topics in Physics **Units: 1-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits. This course may not transfer to a baccalaureate degree of art or science within the universities in the Nevada System of Higher Education (NSHE).
Term Offered: AS NEEDED

Political Science (PSC)

PSC 100 - Nevada Constitution **Units: 1**
Introduction to the political history of Nevada through an examination of the Nevada Constitution. Satisfies the Nevada Constitution requirement. Not open to students who have obtained credit for PSC 103, PSC 108 or HIST 102, HIST 111, HIST 217.
Term Offered: All Semesters

PSC 101 - Introduction to American Politics **Units: 3**
A survey of American national, state and local governments. Includes Nevada's constitution, government, and contemporary issues. Fulfills US and Nevada Constitution requirements.
Term Offered: All Semesters

PSC 208 - Survey of State and Local Government **Units: 3**
Organization, working principles and functional processes of state and local governments in the United States, including Nevada. (satisfies the Nevada Constitution requirement.)
Term Offered: Spring

PSC 210 - American Public Policy **Units: 3**
Analysis of the interplay of forces involved in policy-making at all levels of American government. Study of the impact of policy on individuals and institutions.
Term Offered: Spring

PSC 211 - Introduction to Comparative Politics **Units: 3**
An introduction to the comparative study of selected developed and developing societies. Emphasis will be given to the study of institutions and their functions, various administrative and decision-making processes and contemporary problems and issues.
Term Offered: Fall

PSC 227 - Introduction to Political Philosophy **Units: 3**
Major political philosophers, e.g. Plato, Aristotle, Machiavelli, Hobbes, Rousseau, Mill, Marx, on topics such as justice, freedom, equality, tyranny, war, racism, sexism, power, consent and economics.
Term Offered: All Semesters

PSC 231 - Introduction to International Relations **Units: 3**
A topical introduction to international relations stressing the principles of a systematic approach to world politics. Emphasis will be given to major issues/crises confronting contemporary global society.
Term Offered: Spring and Fall

PSC 250 - The Politics of International Terrorism **Units: 3**
The course will examine the definition of international terrorism, its underlying social, political and economic classes, its use as a political tool, its manifestations in the world and the measures to be taken for its prevention.
Term Offered: Spring

PSC 290 - Internship in Political Science **Units: 1-8**
A course designed wherein students will apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Available to students who have completed all core and major requirements and have a 2.5 GPA. Contact the appropriate chairperson for the application, screening and required skills evaluation. Up to eight semester hour credits may be earned on the basis of 100 hours of internship for eight credit. The course may be repeated for up to eight credits.
Term Offered: AS NEEDED

PSC 295 - Special Topics in Political Science **Units: 3**
The course will focus on a contemporary issue or concern of topical interest within the field of Political Science. The issue may be domestic, comparative and/or international in scope. Examples include: Middle East and African government and politics, international organizations, the Nevada Legislature and the politics of nationalized healthcare. May be repeated one time for three credits (maximum six credits total). Repeated course title must be different.
Enrollment Requirements: Prerequisite: PSC 101 or approval of the instructor.
Term Offered: Spring and Fall

PSC 299 - Government Internship **Units: 3-6**
Provides students the opportunity to be selected to serve in federal, state, or local government offices normally within the TMCC service area. If more students apply than there are positions available, students must submit resumes and will be selected by a review committee.
Enrollment Requirements: Prerequisite: PSC 101 plus one Political Science three-unit elective and consent of instructor.
Term Offered: AS NEEDED

Portuguese (PORT)

PORT 111 - First-Year Portuguese I **Units: 4**
This is a first course in Portuguese for those with no previous knowledge of the language. Student acquire basic speaking, reading, and writing skills, including the Portuguese alphabet and phonetic system, while learning about Portuguese and Brazilian cultures. Class activities include interactive exercises and role-playing. Principles of grammar and syntax are introduced as students become more comfortable with the spoken language.
Term Offered: AS NEEDED

PORT 112 - First-Year Portuguese II **Units: 4**
For students with an elementary knowledge of Portuguese, this course reviews simple elements of grammar and introduces more advanced and complex grammatical and syntactical elements. Portuguese 112 is a continuation course to Portuguese 111. Students expand their language proficiency and knowledge of Portuguese and Brazilian cultures in a classroom setting that emphasizes communication skills.
Enrollment Requirements: Prerequisite: PORT 111 or instructors approval.
Term Offered: AS NEEDED

PORT 211 - Second-Year Portuguese I **Units: 3**
This third course is an intermediate-level course for students familiar with basic structures of the Portuguese language. Portuguese 211 is a continuation course to Portuguese 112. Students synthesize more advanced and complex forms of Portuguese grammar. More detailed emphasis is given to oral communication, listening skills, written communication, and the reading of more complex texts. Special attention is paid to improving students' ability to understand spoken Portuguese and converse on a number of topics pertaining to different times and places. Through a variety of sources, students continue to become more familiar with the cultures of Portugal and Brazil.
Enrollment Requirements: Prerequisite: PORT 112 or instructors approval.
Term Offered: AS NEEDED

PORT 212 - Second-Year Portuguese II **Units: 3**
This fourth course advances students toward high-intermediate fluency. Portuguese 212 is a continuation course to Portuguese 211. Through communicative activities and content-based materials, students improve their oral and written expression in areas such as proposing hypotheses, supporting opinions, and engaging in sustained dialogue. A systematic review of grammar is combined with literacy and cultural readings. Students continue to become familiar with Portuguese and Brazilian cultures.
Enrollment Requirements: Prerequisite: PORT 211
Term Offered: AS NEEDED

Psychology (PSY)

PSY 101 - General Psychology **Units: 3**
Survey of the basic foundations of psychology with emphasis on psychological theories, research methods and principles of behavior.
Term Offered: All Semesters

PSY 102 - Psychology of Personal and Social Adjustment **Units: 3**
Personality adjustment in healthy persons; adjustment techniques and reactions to frustration and conflict in the context of various social groups.
Term Offered: Spring and Fall

PSY 105 - Introduction to Neuroscience **Units: 3**
This course will provide a framework for understanding the fundamental, biological processes that are involved in human behavior and cognition. Topics surveyed will introduce basic principles of neuroscience, including: the divisions of the human nervous system, the cells of the nervous system and neural function. In addition, students will engage in discussion of how brain function supports higher-order cognitive processes and how behavior and cognition are impacted by neurological diseases. Same as BIOL 105.
Term Offered: Spring and Fall

PSY 130 - Human Sexuality **Units: 3**
A survey of human sexuality emphasizing biological, psychological and socio-cultural influences. Topic areas will include sexual orientation, gender identity, communication, intimacy, sexual variation and dysfunction.
Term Offered: Spring and Fall

PSY 198 - Special Topics in Psychology **Units: 1-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Term Offered: AS NEEDED

PSY 205 - Elementary Analysis of Behavior **Units: 3**
This course will provide an introduction to the science of behavior analysis, with a focus towards the theoretical and applied factors that influence the behavior of humans. Course curriculum will introduce the theoretical, methodological and empirical foundations specific to the field. Throughout, basic learning principles will be reviewed and applied through analysis of real-world and empirical research examples.
Enrollment Requirements: Prerequisite: PSY 101

PSY 210 - Introduction to Statistical Methods **Units: 4**
Practice with statistical methods especially useful in the presentation and interpretation of psychological, sociological and educational data, includes elementary computer application. Same as SOC 210.
Enrollment Requirements: Prerequisite: Completion of PSY 101, or SOC 101; NGQAS score of 263-275, or equivalent ACT/SAT score, or completion of MATH 120 or higher.
Term Offered: Spring and Fall

PSY 228 - Psychology of Dreams **Units: 3**
An introduction to the study of dreams through psychological theory, covering etiology and interpretation.
Term Offered: AS NEEDED

PSY 233 - Child Psychology **Units: 3**
A study of the growth and development of the child with special consideration given to theories of learning and personality formation.
Term Offered: All Semesters

PSY 240 - Introduction to Research Methods **Units: 3**
An overview of the methods and analytical techniques used in the research of social phenomena. Emphasis will be on the design and execution of research.
Enrollment Requirements: Prerequisite: PSY 101. Completion of PSY 210 is strongly recommended.
Term Offered: AS NEEDED

PSY 241 - Introduction to Abnormal Psychology **Units: 3**
An overview of abnormal psychology with emphasis on symptom logy, etiology, diagnosis, treatment and prevention.
Term Offered: Spring and Fall

PSY 261 - Introduction to Social Psychology **Units: 3**
Nature of the person and interpersonal relationships, their formation and maintenance and their institutional, ideological and societal contexts; empirical examination of beliefs, attitudes, influence. Same as SOC 261.
Term Offered: Spring and Fall

PSY 275 - Undergraduate Research **Units: 3**
This course is designed to provide experience with conducting empirical research with human subjects. Students will define relevant psychological phenomenon, conduct a literature review, design an experiment, collect and analyze data, and synthesize previous knowledge with new knowledge related to the topic.
Enrollment Requirements: Prerequisite: PSY 210 and PSY 240
Term Offered: Spring

PSY 276 - Aging in Modern American Society **Units: 3**
The psychological and sociological development and the changes attendant to the process of aging in society; theory and research in the field, implications for social policy, and perspectives on death and dying. Same as SOC 276. Satisfies TMCC and UNR Diversity core curriculum.
Term Offered: Spring and Fall

PSY 299 - Special Topics **Units: 1**
Research from any field of psychology in which the student is adequately prepared. May be repeated with study of a new problem.
Term Offered: AS NEEDED

Radiologic Technology (RAD)

RAD 101 - Exploration of Radiology **Units: 0.5**
This course is designed for those students who have an interest in becoming a radiological technologist. It is an introductory directed study course designed to give the student a greater knowledge of what a radiological technologist does and what career opportunities are open in this field. The goal of this course is to aid students in making a career choice that is right for them.
Term Offered: Spring and Fall

RAD 103 - Medical Ethics **Units: 1**
This course is an introduction to the medical profession, the patient and paramedical personnel, regarding professional ethics and medical-legal responsibilities. This course will also provide the student with respect for interpersonal relationships along with moral and ethical responsibilities to increase effective communication and empathy for the patient. One (1) hour of class time per week required.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Selection to the Radiological Technology Program and concurrent enrollment in all semester I courses.
Term Offered: Fall

RAD 110 - Fundamentals of Clinical Radiography I **Units: 2**
A planned clinical experience is provided which gives the student the opportunity to observe and apply theoretical principles while performing radiographic procedures under supervision of the clinical staff. Progression in the program is dependent on the student demonstrating clinical competence on a specified number of competency evaluations (the number to be identified in the syllabus).
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Selection to the Radiological Technology Program and concurrent enrollment in all semester I courses.
Term Offered: Fall

RAD 112 - Patient Care and Medical Terminology **Units: 2**
This course covers nursing procedures and practices relative to radiological technology with emphasis on patient handling, safety, comfort and communications as employed by the radiological technologist. Aseptic techniques and procedures used to maintain a sterile field are explained. Etymology of disease terms, nomenclature of surgical procedures and use of prefixes, suffixes, roots, combining forms and plurals of medical terms are covered. Two (2) hours of class time per week are required.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Selection to the Radiological Technology Program and concurrent enrollment in all semester I courses.
Term Offered: Fall

RAD 116 - Radiography I **Units: 3**
Radiological positioning, related anatomy, considerations for the various problems encountered during positioning and pediatric radiography are discussed. This course covers chest, abdomen, upper extremities to include shoulder girdle and lower extremities to include hip; the study and identification of anatomical structures on X-ray film. Radiation safety measures concerning both patient and technologist are covered. Five (5) hours of class time per week are required.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Selection to the Radiological Technology Program and concurrent enrollment in all semester I courses.
Term Offered: Fall

RAD 118 - Radiology Physics and Circuitry **Units: 3**
Course will establish a knowledge base of atomic structure and terminology, x-ray unit circuitry, radiation production, the nature and characteristics of radiation, and the photon interactions with matter.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Selection to the Radiological Technology Program and concurrent enrollment in all semester I courses.
Term Offered: Fall

RAD 124 - Radiographic Photography and Techniques **Units: 3**
Fundamentals of photographic processes, darkroom equipment, darkroom chemistry, processing solutions and their functions. Types and uses of X-ray film and film holders. Manipulation of exposure factors, principles and practices in technique chart construction and appropriate radiation safety measures. Five (5) hours of class time per week are required.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Successful completion of all semester I courses.
Term Offered: Spring

RAD 125 - Clinical Radiography I **Units: 2**
A planned clinical experience is provided which gives the student the opportunity to build upon previous clinical experience and apply theoretical principles while performing radiographic procedures under supervision of the clinical staff. Progression in the program is dependent on the student demonstrating clinical competence on a specified number of competency evaluations (the number to be identified in the syllabus) and demonstrating continued competence on examinations in which competence has already been demonstrated.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Successful completion of all semester I Radiological Technology Program and support courses.
Term Offered: Spring

RAD 126 - Radiography II **Units: 3**
Advanced radiographic positioning of vertebral column and skull, demonstration and practice of these more complicated radiographic positions; topographical anatomy, pediatric radiography and film critique are integrated into the specific studies. Five (5) hours of class time per week are required.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Successful completion of all semester I courses.
Term Offered: Spring

RAD 128 - Imaging Equipment **Units: 3**
This course will investigate the evolution of radiographic equipment and provide a knowledge base of routine equipment utilized in modern imaging departments.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Successful completion of all semester I courses.
Term Offered: Spring

RAD 198 - Special Topics Radiologic Technology **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

RAD 220 - Clinical Radiography II **Units: 3**
A planned clinical experience is provided which gives the student the opportunity to improve and perfect clinical skills while applying theoretical principles to radiographic procedures being performed under supervision of the clinical staff. Progression in the program is dependent on the student demonstrating clinical competence on a specified number of competency evaluations (the number to be identified in the syllabus) and demonstrating continued competence on examinations in which competence has already been demonstrated.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Successful completion of all previous Radiological Technology Program courses.
Term Offered: SUMMER

RAD 230 - Clinical Radiography III **Units: 3**
A planned clinical experience is provided which gives the student the opportunity to incorporate the theory presented in RAD 236 and other pertinent courses and expand clinical skills while performing radiographic procedures under supervision of the clinical staff. Progression in the program is dependent on the student demonstrating clinical competence on a specified number of competency evaluations (the number to be identified in the syllabus) and demonstrating continued competence on examinations in which competence has already been demonstrated.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Successful completion of all previous Radiological Technology Program courses.
Term Offered: Fall

RAD 236 - Radiographic Contrast-Routine Exams **Units: 2**
A study of different types of contrast media and how each is used to delineate specific anatomic parts or organs; common radiographic procedures using contrast media; indications; contradictions; patient preparation, care and positions are explained. Two (2) hours of class time per week are required.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Successful completion of all previous Radiological Technology Program courses.
Term Offered: Fall

RAD 238 - Radiation Safety and Protection **Units: 2**
Accent on radiation health and safety; definitions and significance of various terms employed in radiation protection; biological effects of radiation; methods and instruments used in monitoring: national and state requirements regarding diagnostic radiation are discussed in detail. Two (2) hours of class time per week are required.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Successful completion of all previous Radiological Technology Program courses.
Term Offered: Fall

RAD 242 - Radiography Quality Management **Units: 1**
A study of health care communications, customer service, quality improvement, team building, health care systems, accreditation issues and present and future health care trends as each relates to the Radiology department's quality assurance programs.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Successful completion of all previous program courses (second year, second semester program student) or ARRT certified radiographer.
Term Offered: Spring

RAD 244 - Diagnostic and Therapeutic Radiation **Units: 2**
A survey of medical and surgical diseases employing special radiographic procedures with an introduction to the therapeutic uses of radiation, radium and isotopes; overview of medical pathology selected on the basis of relevance to radiological exams. These lectures are presented by radiologists and other specialists from the affiliated hospitals. Two (2) hours of class time per week are required.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Successful completion of all previous Radiological Technology Program courses.
Term Offered: Fall

RAD 245 - Clinical Radiography IV **Units: 3**
A planned clinical experience is provided which gives the student increased responsibility to function more independently under direct and/or indirect supervision while performing radiographic procedures. Progression in the program is dependent on the student demonstrating clinical competence on a specified number of competency evaluations (the number to be identified in the syllabus) and demonstrating continued competence on examinations in which competence has already been demonstrated.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Successful completion of all previous Radiological Technology Program courses.
Term Offered: Spring

RAD 247 - Radiography Quality Control **Units: 1**
A study of quality control methods are examined and discussed pertaining to the equipment and usage within a radiography department.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Successful completion of all previous program courses (second year, second semester program student) or ARRT certified radiographer.
Term Offered: Fall

RAD 250 - Clinical Radiography V **Units: 3**
A planned clinical experience is provided which gives the student the opportunity to demonstrate clinical skills in performing competency and continued competency evaluation examinations. These skills should include analysis, synthesis and evaluation of the examinations performed. These experiences will facilitate the transition from student technologist to graduate technologist. At the end of this course, the student will have met all radiographic competency requirements.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Successful completion of all previous Radiological Technology Program courses.

RAD 259 - Seminar in Radiography **Units: 2**
A general review and integration of all aspects of medical radiological technology is obtained through the use of simulated registry examination and the use of computer review programs. Preparation for the national A.R.R.T. examination. Two (2) hours of class time per week are required.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Current successful completion of all previous Radiological Technology Program courses or instructor approval.
Term Offered: Spring

RAD 290 - Internship in Radiologic Technology **Units: 1-6**
A course designed wherein students will apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Available to students who have completed all core and major requirements and have a 2.5 GPA. Contact the appropriate chairperson for the application, screening and required skills evaluation. Up to 12 semester credit hours may be earned on the basis of 100 hours of internship for one credit. The course may be repeated for up to 12 credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

Reading (READ)

READ 135 - College Reading Strategies **Units: 3**
This course will provide improvement of reading comprehension, critical thinking skills, vocabulary, and study techniques through reading and analyzing a variety of texts, including book-length works and textbook selections from various areas.
Term Offered: All Semesters

Real Estate (RE)

RE 101 - Real Estate Principles **Units: 4**
This is the first half of the introduction to real estate. Subjects included are professional organizations, types of property, the law of agency, listing agreements, easements, estates in the land, forms of ownership, legal descriptions, taxation, liens, contract law, deeds, probate, title insurance and recording. It can be taken concurrently with RE 103. Successful completion of RE 101 and RE 103 along with the passage of the Nevada Real Estate Exam qualifies one to become a licensed real estate salesperson in Nevada. This course may be taken for personal interest, for a degree and/or for pre-licensing. This course transfers to the University of Nevada at Las Vegas as FIN 130, Real Estate Principles.
Term Offered: Spring and Fall

RE 103 - Real Estate Law and Practice **Units: 4**
This is the second half of the introduction to real estate. Subjects included are a review of the law of agency, listing agreements and the law of contracts. Additional subjects are financing, leases, property management, appraisal, land use, subdividing, fair housing, ethical practices and closing statements. Also included is a study of the appropriate Nevada Revised Statutes and their Administrative Codes. Successful completion of RE 101 and RE 103 along with the passage of the Nevada Real Estate Exam qualifies one to become a licensed real estate salesperson in Nevada. This course may be taken for personal interest, for a degree and/or for pre-licensing.
Term Offered: Spring and Fall

RE 198 - Special Topics in Real Estate **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

Russian (RUS)

RUS 111 - First-Year Russian I **Units: 4**
Introduction to basic Russian language structures and cultural topics with a focus on development of communicative proficiency in listening, speaking, reading and writing. For true beginners only.
Term Offered: Fall

RUS 112 - First-Year Russian II **Units: 4**
Continued introduction to basic Russian language structures and cultural topics with a focus on proficiency in the four skills as described for RUS 111.
Enrollment Requirements: Prerequisite: RUS 111 or equivalent or instructor approval or qualifying CAPE placement score.
Term Offered: Spring

RUS 211 - Second-Year Russian I **Units: 3**
Study at the intermediate level of Russian language structures and culture with continued emphasis on proficiency in the four skills as described for RUS 111.
Enrollment Requirements: Prerequisite: RUS 112 or equivalent or instructor approval or qualifying CAPE placement score.
Term Offered: Fall

RUS 212 - Second-Year Russian II **Units: 3**
Study at the intermediate level of Russian structures with an emphasis on writing, reading, and conversation. Completion of RUS 212 satisfies the Liberal Arts foreign language requirement.
Enrollment Requirements: Prerequisite: RUS 211 or equivalent or instructor approval or qualifying CAPE placement score.
Term Offered: Spring

School of The Arts (SOTA)

SOTA 101 - Introduction to the Arts **Units: 3**
SOTA 101 is an introduction to the performing and visual arts, including Fine Art, Music, Dance, and Theater. It introduces essential concepts for the analysis of art works, theater plays, music, and dance performances. After successful completion of this course, students will be able to confidently discuss and analyze music pieces, works of visual art, dance performances, and plays. No previous experience or knowledge of the arts is necessary for this class.

Social Work (SW)

SW 101 - Introduction to Social Work **Units: 3**
This course presents an overview of public and private services, the profession of social work and an analysis of their functions as modes of social problem solving.
Term Offered: Spring and Fall

SW 250 - Social Welfare, History, and Policy **Units: 3**
Explores the historical development of the social work profession and current policies governing the social service delivery system within the United States. Social policy is presented as a social construction influenced by a range of ideologies and interests. Special attention is paid to social welfare policy and programs relevant to the practice of social work, including poverty, child and family well being, mental and physical disability, health, racial, ethnic, and sexual minorities. The course includes a focus on the role of policy in creating, maintaining, or eradicating social inequities.
Enrollment Requirements: Prerequisite: SW 101 with a C or better.
Term Offered: Spring and Fall

Sociology (SOC)

SOC 101 - Principles of Sociology **Units: 3**
Sociological principles underlying the development of culture, structure and function of society, human groups, institutions, deviance, stratification and social change. Satisfies UNR Social Science core curriculum.
Term Offered: All Semesters

SOC 102 - Contemporary Social Issues **Units: 3**
This course examines selected problems of contemporary society and provides practice in the application of relevant sociological perspectives and theory. The course has two main objectives: (1) to acquaint the student with critical thinking skills and sociological concepts, theories, methods and knowledge; and (2) to apply these so that we better understand our society.
Term Offered: AS NEEDED

SOC 110 - Conflict Resolution **Units: 3**
This course will explore a variety of theories and frameworks for analyzing conflict and the techniques, process models, and third-party roles used to constructively intervene in conflict. The course will be an excellent introduction should students decide to pursue further training or credentialing to be fully trained as mediators or facilitators.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: Spring and Fall

SOC 198 - Special Topics in Sociology **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Term Offered: AS NEEDED

SOC 205 - Ethnic Groups in Contemporary Societies **Units: 3**
Ethnic relations in the United States and other societies where cultural and `racial` pluralism illustrates problems and processes of social interaction. Same as ANTH 205.
Term Offered: Spring and Fall

SOC 210 - Introduction to Statistical Methods **Units: 4**
Same as PSY 210. Practice with statistical methods especially useful in the presentation and interpretation of psychological, sociological and educational data. Includes elementary computer application.
Enrollment Requirements: Prerequisite: PSY 101 or SOC 101; MATH 95 or equivalent or qualifying Accuplacer, ACT/SAT test results.
Term Offered: Spring and Fall

SOC 240 - Introduction to Research Methods **Units: 3**
An overview of the methods and analytical techniques used in the research of social phenomena. Emphasis will be on the design and execution of research.
Term Offered: Spring and Fall

SOC 261 - Introduction to Social Psychology **Units: 3**
Nature of the person and interpersonal relationships, their formation and maintenance and their institutional, ideological and societal contexts; empirical examination of beliefs, attitudes, influence. Same as PSY 261.
Term Offered: Spring and Fall

SOC 275 - Introduction to Marriage and the Family **Units: 3**
Sex roles, dating patterns, mate selection, marital interaction; alternative forms of marriage and family life.
Term Offered: AS NEEDED

SOC 276 - Aging in Modern American Society **Units: 3**
The psychological and sociological development and the changes attendant to the process of aging in society; theory and research in the field, implications for social policy and perspectives on death and dying. Same as PSY 276.
Term Offered: Spring and Fall

Spanish (SPAN)

SPAN 101 - Basics of Spanish I **Units: 3**
A basic course emphasizing spoken communication. Course assumes that students have had no prior formal training. Writing, listening and reading skills will be explored.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

SPAN 102 - Basics of Spanish II **Units: 3**
A continuation of Spanish 101.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: SPAN 101.
Term Offered: AS NEEDED

SPAN 111 - First Year Spanish I **Units: 4**
Introduction to basic Spanish language structures and cultural topics with a focus on development of communicative proficiency in listening, speaking, reading and writing. For true beginners only. This course transfers to UNR as SPAN 111.
Term Offered: All Semesters

SPAN 112 - First Year Spanish II **Units: 4**
Continued introduction to basic Spanish language structures and cultural topics with a focus on proficiency in the four skills as described for SPAN 111. This course transfers to UNR as SPAN 112.
Enrollment Requirements: Prerequisite: SPAN 111 or a Spanish CAPE Placement score over 178.
Term Offered: All Semesters

SPAN 198 - Special Topics in Spanish **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

SPAN 211 - Second Year Spanish I **Units: 3**
Study at the intermediate level of Spanish language structures and culture with continued emphasis on proficiency in the four skills as described for SPAN 111. This course transfers to UNR as SPAN 211.
Enrollment Requirements: Prerequisite: SPAN 112, or a Spanish CAPE Placement score of 320 or higher.
Term Offered: Spring and Fall

SPAN 212 - Second Year Spanish II **Units: 3**
Study at the intermediate level of Spanish structures with an emphasis on writing, reading, and conversation. This course transfers to UNR as SPAN 212. Completion of SPAN 212 satisfies the College of Liberal Arts foreign language requirement.
Enrollment Requirements: Prerequisite: SPAN 211, or a Spanish CAPE Placement score of 347 or more.
Term Offered: Spring and Fall

SPAN 221 - Iberia and Its Cultures **Units: 3**
Introduction to the nationalities and cultures of Iberia; emphasis on the Spanish state, through geographical, historical, socio-economic and artistic issues. Taught in English.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113
Term Offered: Fall

SPAN 222 - Hispanic-America and Its Culture **Units: 3**
Introduction to the culture and civilization of Hispanic-American nations. Taught in English; no knowledge of Spanish required.
Enrollment Requirements: Prerequisite: ENG 101 or ENG 113
Term Offered: Spring

SPAN 225 - A Cultural Perspective: Spain...New Mexico **Units: 3**
A perspective of cultural diversity in Spain and the American Southwest. This course will introduce the differing cultures of Spain within a historical context. Students will look closely at the intertwining of art, religion and history during the Middle Ages, focusing on the Camino de Santiago, the St. James pilgrimage route across northern Spain that is still traveled today. The course will include a study of the influence of the Moors upon the language, art and philosophy of Spain. It will trace the first Spanish explorers as they brought the traditions of the Old World into New Mexico, before the founding of Jamestown. This blending of the Spanish and Pueblo culture has resulted in the uniqueness of the Southwest today. The course will be taught in English and is the same as HUM 225.
Term Offered: Fall

SPAN 226 - Spanish for Heritage Speakers I **Units: 3**
Intended for students who have a Spanish language background but little or no formal training. Emphasis on writing skills, grammar and vocabulary enrichment. Not open to students who have credit for SPAN 211-SPAN 212. Completion of SPAN 227 satisfies the College of Liberal Arts foreign language requirement.
Term Offered: Fall

SPAN 227 - Spanish for Heritage Speakers II **Units: 3**
Intended for students who have a Spanish language background but little or no formal training. Emphasis on writing skills, grammar and vocabulary enrichment. Not open to students who have credit for SPAN 211-SPAN 212. Completion of SPAN 227 satisfies the College of Liberal Arts foreign language requirement.
Enrollment Requirements: Prerequisite: Completion of SPAN 226.
Term Offered: Spring

Statistics (STAT)

STAT 152 - Introduction to Statistics **Units: 3**
Descriptive statistics, probability models, statistical estimation and hypothesis testing, linear regression analysis, and special topics.
Enrollment Requirements: Prerequisite: A grade of 'C' or better in MATH 126 or equivalent or qualifying ACCUPLACER, ACT/SAT test results. A graphing calculator may be required for this course.
Term Offered: Spring and Fall

Supply Chain Management (SCM)

SCM 474 - Purchasing and Global Sourcing **Units: 3**
This course synthesizes the principles of the global supply function, reinforces the steps of the procurement cycle, and evaluates the appropriate sourcing and supply decisions in international business contexts. Topics include global sourcing, contracting, business simulation, spend analysis, decision making, international business context, negotiation, purchasing process, purchasing quality, purchasing services such as transportation, sources of supply, strategic alliances, supply base optimization, and value analysis.
Enrollment Requirements: Prerequisite: LGM 201, LGM 202, LGM 210, and LGM 352.
Term Offered: Fall

Surgical Technician (SRGT)

SRGT 101 - Introduction to Surgical Technology **Units: 1**
Roles and responsibilities of the Surgical Technologist are discussed, defined, and explored. Includes hands-on demonstrations pertaining to the field of Surgical Technology. Discussion of the educational requirements, certifications, job description, and job outlook of the profession. This is a prerequisite course for applying to the CSN Surgical Technology Program, offered in partnership at TMCC. Surgical technologists work closely with surgeons, anesthesiologists, registered nurses and other surgical personnel to deliver patient care and assume appropriate responsibilities before, during and after surgery. Graduates of the CSN Surgical Technology Program are eligible to test for certified surgical technologist credentials.
Transferability: May not transfer towards an NSHE bachelor's degree

Surveying (SUR)

SUR 119 - Construction Surveying **Units: 3**
The objectives of the course are to introduce the principles and methods associated with basic surveying for construction projects and layout purposes. Training to develop proper field note-taking procedures and the use of surveying field equipment is emphasized in labs (tape, level and transit).
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: MATH 108

Theatre (THTR)

THTR 100 - Introduction to Theatre **Units: 3**
A survey course covering a variety of different aspects of theater including play analysis, historical style, play writing, acting, directing, technical theater and more. Representative plays are analyzed from a performance-based perspective. No previous experience in theater is required. Satisfies UNR Fine Arts core curriculum and applies as a general elective at UNLV.
Term Offered: Spring and Fall

THTR 105 - Introduction to Acting I **Units: 3**
Interpretation of drama through the art of the actor. Development of individual insights, skills and disciplines in the presentation of dramatic material to the audience and the learning of basic exercises for the actor.
Term Offered: Spring and Fall

THTR 116 - Dance Styles: Musical Theatre **Units: 1-2**
Specialized study in the various dance forms encompassed in musical theater. Special emphasis is placed on the fundamentals of movement and dance techniques to achieve a solid movement base. The course may be repeated for a maximum of four credits.

THTR 133 - Fundamentals of Directing **Units: 3**
The course is designed for theater students or for persons within the community who have a desire to learn about the overall role and function of the stage director and to apply this knowledge in a practical manner. The course includes a study of the history, theory and conceptualization matrixes of directing and the practical experience in selecting and casting a play, planning rehearsals, blocking, script analysis and working with actors. Also included are scenery, lighting, costume, properties and stage management concepts and coordination.

THTR 175 - Introduction to Musical Theatre Literature **Units: 3**
This course examines the development of the genre from its operatic roots in Europe to the present day. It will focus on the social and political influences on the art, the influence of composers on each other and landmark productions. The students will also have practical experiences in the prime performance areas of musical theater (acting, singing and dancing).
Term Offered: Fall

THTR 176 - Musical Theatre Workshop I **Units: 1-3**
Performance of Musical Theatre Production.
Enrollment Requirements: Prerequisite: Successful audition or instructor permission
Term Offered: Spring and Fall

THTR 180 - Cinema as Art and Communication **Units: 3**
This course will teach students to appreciate, interpret and respond to selected films from particular genres, directors or actors and to recognize the human values these films depict. It will also introduce students to some of the techniques of filmmaking in general. (Same as HUM 105.)
Enrollment Requirements: Prerequisite: Completion or concurrent enrollment of ENG 101 or equivalent.

THTR 198 - Special Topics in Theatre **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.

THTR 204 - Theatre Technology I **Units: 3**
This course consists of a three-hour-a-week lecture/discussion/demonstration plus 25 hours of lab during the semester. The course focuses on safety, functions of scenery, costuming, tools and material, scene painting, stage draperies, color in theater, lighting and electricity, stage sound and specialized theater equipment.
Term Offered: SPR EVEN

THTR 205 - Introduction to Acting II **Units: 3**
Continued work on scenes and on principles of auditioning, role analysis, play rehearsal and problems related to sustaining a stage performance.
Enrollment Requirements: Prerequisite: THTR 105 or approval of instructor.
Term Offered: All Semesters

THTR 206 - Theatre Workshop: Acting III **Units: 3**
A continuation of the study of acting at the intermediate/advanced level with an emphasis on internal work, auditioning, script analysis, characterizations and performance.
Enrollment Requirements: Prerequisite: THTR 105 and THTR 205 or comparative experience with instructor approval.
Term Offered: Spring

THTR 207 - Laboratory Theatre: Acting IV **Units: 3**
Intensive and individualized work for advanced acting students.
Enrollment Requirements: Prerequisite: THTR 105, THTR 205 and THTR 206 or comparative experience with instructor's approval.
Term Offered: Spring

THTR 209 - Theatre Practicum **Units: 1-6**
An advanced course for serious students of theater who want to pursue acting, directing and play production in depth. The course culminates with a public performance. Rehearsal hours are arranged and announced at the beginning of the semester.
Enrollment Requirements: Prerequisite: Successful audition or instructor permission
Term Offered: Spring and Fall

THTR 210 - Theatre: a Cultural Context **Units: 3**
This is a course designed to increase one's understanding and appreciation of multicultural theatrical art forms and artists who are creating outside of mainstream American theatre. The language, as well as the aural and visual components of the plays, will be explored.
Enrollment Requirements: Prerequisite: College level writing skills recommended.
Term Offered: All Semesters

THTR 232 - Children's Theatre **Units: 3**
Rehearsal and performance of plays for Children Theater including singing, dancing and acting skills for the college student. The course culminates in multiple public performances.
Term Offered: Fall

THTR 240 - Acting for the Camera **Units: 3**
Introduction to performance in television and film. Basic performance techniques will be explored, culminating in a final project.
Term Offered: Fall

THTR 258 - Theatre Experience and Travel **Units: 1-2**
A rehearsal and touring field study class in which students travel to an arranged destination for the purpose of performance, play viewing, play study or possible workshop attendance.
Enrollment Requirements: Prerequisite: Approval of instructor.
Term Offered: Spring

THTR 276 - Musical Theatre Workshop II **Units: 1-3**
Continuation of Rehearsal and Performance of Musical Theatre Productions.
Enrollment Requirements: Prerequisite: THTR 176, successful audition or instructor approval
Term Offered: Spring and Fall

THTR 290 - Internship in Speech and Theatre **Units: 1-8**
A course designed wherein students will apply knowledge to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Contact the appropriate chairperson for the application, screening and required skills evaluation. Up to eight semester hour credits may be earned on the basis of 100 hours of internship for one credit. May be repeated for up to eight credits.
Enrollment Requirements: Prerequisite: Consultation, application, and assignment of internship status.
Term Offered: AS NEEDED

THTR 295 - Independent Study: Theatre **Units: 1-3**
Tutorial study of special projects in theater. A student submits a detailed project description and the objectives and learning outcomes specific to the project are formulated by the instructor and the student.
Enrollment Requirements: Prerequisite: Approval of instructor.
Term Offered: Spring and Fall

Tourism, Convention Authority (TCA)

TCA 201 - Hospitality Career Development **Units: 3**
The purpose of this course is to prepare students for fulfilling, balanced careers as hospitality professionals. The course takes a strategic orientation to career planning (3 to 5 years); and facilitates student development of effective verbal, non-verbal, and written expression skills.
Enrollment Requirements: Prerequisite: ENG 101 or higher or qualifying ACT/SAT test scores or permission of instructor.

VETERINARY NURSING (VETN)

VETN 101 - Introduction to Veterinary Nursing **Units: 4**
An introductory course in veterinary nursing/veterinary technology. Including but not limited to the various roles of veterinary technicians in the veterinary profession. The laws and ethics of veterinary medicine. The behavior of various animal species with regard to humane restraint and handling. Breed classifications of common domestic animals. Proper cleaning techniques of a veterinary facility. Proper medical record keeping techniques. Principles of general animal care including but not limited to physical exams and basic sampling techniques.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Must be admitted to the Veterinary Nursing Program.
Term Offered: Fall

VETN 105 - Veterinary Medical Terminology **Units: 1**
This course is an introduction to medical terms, laymen's terms, and abbreviations utilized by the veterinary profession.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Must be admitted to the Veterinary Nursing Program.
Term Offered: Fall

VETN 110 - Clinical Anatomy and Physiology I **Units: 4**
This course is designed to provide the student with the understanding of anatomy and physiology of domestic species that are most often encountered in food animal and companion animal practice. Topics include cell anatomy, cell metabolism and basic histology. Body systems include: integument, skeletal, muscular, nervous, and special senses. All information will be comparative with each species including canine, feline, equine, porcine, ruminants and avian.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Must be admitted to the Veterinary Nursing Program.
Term Offered: Fall

VETN 112 - Clinical Anatomy and Physiology II **Units: 4**
This course is designed to provide the student with the understanding of anatomy and physiology of domestic species that are most often encountered in food animal and companion animal practice. Body systems include: cardiac, lymphatic, digestive, reproductive, urinary, respiratory and endocrine. All information will be comparative with each species including canine, felines, equine, porcine, ruminants and avian.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Must be admitted to the Veterinary Nursing Program and successful completion of VETN 110
Term Offered: Spring

VETN 125 - Veterinary Office and Clinical Procedures **Units: 1**
This course is designed to introduce to the veterinary nursing student the roles and responsibilities of the receptionist, office manager, and hospital managers with regard to the veterinary facility. The course will introduce basic management procedures common in a veterinary clinic with respect to a veterinary technician/veterinary nurse. Topics covered include: basic communication techniques, record keeping, filing, computer software, resume construction and interviewing techniques.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Must be admitted to the Veterinary Nursing Program.
Term Offered: Fall

VETN 128 - Animal Nursing **Units: 4**
A course that highlights basic and advanced nursing procedures, including but not limited to restraint, behavior awareness, physical exams, reproduction, necropsy, specimen collection, euthanasia, companion animal diseases, emergency and critical care, laws and ethics, and practice management skills for veterinary technicians/veterinary nurses.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Must be admitted to the Veterinary Nursing Program.
Term Offered: Spring

VETN 203 - Veterinary Clinical and General Pathology **Units: 4**
The course includes information in hematology, clinical chemistry, microbiology, urinalysis, immunology, cytology, and toxicology. The student will learn collection, handling, and transporting of biological samples. Students will learn laboratory procedures to assist in the diagnostic process for animal diseases and illnesses.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Must be admitted to the Veterinary Nursing Program.
Term Offered: Spring

VETN 205 - Diagnostic Imaging **Units: 2**
This course teaches the principles of diagnostic imaging. Topics include: radiographic theory, equipment, positioning, safety regulations, safety equipment, film processing, radiographic technique evaluation, and an introduction to alternative imaging techniques.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Must be admitted to the Veterinary Nursing Program.
Term Offered: Spring

VETN 208 - Lab Animal Science and Exotics **Units: 2**
This course includes the principles involved with breed recognition, restraint, husbandry, nutrition, breeding, health conditions, disease recognition, and zoonotic potential of laboratory animals, reptiles and birds. The course also includes the technician's (nurse's) role in a research facility, zoological facility and a general veterinary practice.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Must be admitted to the Veterinary Nursing Program.
Term Offered: Spring

VETN 209 - Parasitology **Units: 2**
This course includes the study of internal and external parasites of domestic animals. The student will learn identification, life cycles, routes of transmission, prevention and treatment protocols for the various parasites. Laboratory techniques used for identification will be covered in detail. The student will also learn the importance of public health safety, including procedures and protocols.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Must be admitted to the Veterinary Nursing Program.
Term Offered: Fall

VETN 211 - Animal Nutrition **Units: 2**
A course in the normal and therapeutic nutritional needs of various species of animals. Topics include components of food, calculating energy requirements, digestion, and life stage needs.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Must be admitted to the Veterinary Nursing Program.
Term Offered: Fall

VETN 225 - Pharmacology and Toxicology **Units: 2**
This course is designed to instruct veterinary nursing students on the pharmacology and physiology of drugs, rules on filling prescriptions, and handling, storing, and documentation of controlled substances. Emphasis will be placed on classification of drugs, route and methods of administration of drugs, calculating dosages, and physiological action on the systems of the body.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Must be admitted to the Veterinary Nursing Program.
Term Offered: Fall

VETN 227 - Advanced Animal Nursing **Units: 4**
This course is designed to provide the veterinary nursing student with a further understanding of diseases in veterinary medicine.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Must be admitted to the Veterinary Nursing Program.
Term Offered: Spring

VETN 235 - Surgical Anesthesia, Nursing & Dental Procedures **Units: 4**
This course consists of three sections: anesthesia, surgical nursing and dental procedures. The anesthesia section includes an overview of pharmacology, the use and application of anesthetic agents, the physiological effects of anesthetic agents, monitoring procedures, pain management, and basic anesthetic protocol. The surgical nursing section includes the understanding of sterile techniques including the methods by which sterilization is achieved, appropriate behavior in a surgical setting, care of equipment and instruments, and the roles of the operating room staff. The dental section includes a basic understanding of dental anatomy, instrument identification and function, dental exams and cleaning, personnel safety and client education.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: VETN 110 and VETN 112. Corequisite: VETN 225. Must be admitted to the Veterinary Nursing Program.
Term Offered: Fall

VETN 240 - Large Animal Procedures **Units: 4**
This course includes large animal husbandry, restraint techniques, diseases, nursing and herd health management. The student will acquire the knowledge and skills through lecture and laboratory. Special topics include anatomy, reproduction, and nutrition and will be discussed as they relate to each species.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Must be admitted to the Veterinary Nursing Program.
Term Offered: Fall

VETN 250 - Critical Care **Units: 3**
A course in procedures, nursing and diseases with respect to the critically ill patient.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Must be admitted to the Veterinary Nursing Program.
Term Offered: Spring

VETN 266 - Directed Veterinary Nursing Practical **Units: 2**
An externship allowing students to observe companion, food and equine practices. Students will observe all aspects of a working clinic. Externships will allow valuable exposure to the reception area, treatment and surgical areas, radiology, laboratory, kennel and stables.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Must be admitted to the Veterinary Nursing Program.
Term Offered: Fall

VETN 267 - Advanced Clinical Practices **Units: 2**
An externship allowing students to participate in every aspect of a companion animal, food animal and equine practices. Students will participate in all aspects of a working clinic, under direct supervision. Externships will allow valuable exposure to the reception area, treatment and surgical areas, radiology, laboratory, kennel and stables. Prerequisite: Completion of all required courses in the veterinary nursing program.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: Must be admitted to the Veterinary Nursing Program.
Term Offered: Spring

Visual Media (VIS)

Also see GRC (Graphic Communications) courses that are part of the Graphic Arts and Media Technology/Graphic Communications degrees and certificates.

VIS 120 - Introduction to Animation **Units: 3**
An introduction to the history of animation and the production of animated work through screening and readings, in tandem with the hands-on, practical application of several historical animation production processes.
Enrollment Requirements: Prerequisites: GRC 116 or approval of instructor.

VIS 212 - Digital Editing **Units: 3**
Introductory principles of post-production including equipment, software, and fundamentals of editing concepts. This is an entry-level course designed to teach beginning skills in post-production.
Enrollment Requirements: GRC 182 or approval of instructor.

VIS 213 - Sound Recording and Design **Units: 3**
This course will explore the relationship between sound and image. Our approach will be both theoretical and practical. Most importantly, perhaps, we will listen to already existing sound design and listen to the environments around us. Our goal is to discover new ways to think and talk about sound, and new ways to incorporate sound into the creation of digital cinema and multimedia work.
Enrollment Requirements: GRC 182 or approval of instructor.

VIS 330 - Digital Animation II **Units: 3**
Advanced study and refinement of digital animation techniques. Focus on animation design and the creation of short animated projects.
Enrollment Requirements: Prerequisite: VIS 120 and GRC 132 or approval of instructor.

Welding (WELD)

WELD 101 - Basic Metals **Units: 3**
Basic techniques of metal forming and fabrication using drill press, lathe, milling machine; soldering; brazing; oxyacetylene and electric arc welding.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: All Semesters

WELD 198 - Special Topics in Welding **Units: 0.5-6**
Various short courses and experimental classes covering a variety of subjects. The course will be a variable credit of one-half to six credits depending on the course content and number of hours required. The course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

WELD 211 - Welding I **Units: 3**
This course introduces the learner to the world of welding. The course includes general shop safety and environmental issues; introduction to oxygen/fuel gas supply systems, the oxyfuel cutting process, and the SMAW (Shielded Metal Arc-Welding) process; and an introduction to interpreting basic welding symbols. This course satisfies 4 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. This course satisfies 8 hours of instruction toward completing the embedded mathematics curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Enrollment Requirements: Corequisite: WELD 212. 20/20 vision (corrected), good hand-eye coordination, general good health.
Term Offered: All Semesters

WELD 212 - Welding I Practice **Units: 2**
The oxyfuel section will develop the student's manual skills necessary to produce high quality flame cuts using manual operated flame cutting equipment and accessories. The student learns and practices the set up processes for the equipment for all phases of oxyfuel cutting. The shielded metal-arc welding (SMAW) section develops entry-level skills for welders. This course specifically develops basic SMAW skills as striking the arc, maintaining proper arc length, adjusting equipment and manipulating the electrode. This course satisfies 3.5 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. This course satisfies 4 hours of instruction toward completing the embedded mathematics curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: WELD 211. May also be taken concurrently with WELD 211.
Term Offered: All Semesters

WELD 215 - Introduction to Welding Fabrication Techniques **Units: 3**
This course introduces the learner to Fabrication techniques used in the welding industry including: planning/organizing, math, cutting/processing material, fit-up techniques and finish techniques.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequistie: Completion of 15 credits in welding and 1 drafting class excluding DFT 110.

WELD 221 - Welding II **Units: 3**
This course is a continuation of Welding I and emphasizes SMAW vertical and overhead positions and machine oxyfuel gas cutting. In addition, the course introduces GMAW (gas metal arc welding) and air carbon arc cutting. This course satisfies 4 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. This course satisfies 8 hours of instruction toward completing the embedded mathematics curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Enrollment Requirements: Prerequisite: WELD 101 or WELD 212 or instructor approval. Corequisite: WELD 222.
Term Offered: All Semesters

WELD 221M - Welding II **Units: 0.5**
This course is a continuation of Welding I and emphasizes SMAW vertical and overhead positions and machine oxyfuel gas cutting. In addition, the course introduces GMAW (gas metal arc welding) and air carbon arc cutting. The student must complete all content for the following six areas in order to meet degree or certificate requirements. 1. Apply quality shielded metal arc welds in all positions in compliance with AWS D1.1 standards. (.5 Credits)2. Introduce advanced flame cuts through the use of machine operated equipment (.5 Credits)3. Introduce Basic Gas Metal Arc Welding safety, equipment and conduct basic operations (.5 Credits)4. Introduce Basic Gas Metal Arc Welding theory and technique for fillet and groove welds. (.5 Credits)5. Introduce air carbon arc cutting equipment and operation (.5 Credits)6. Apply fabrication of simple parts from a basic drawing or sketch using the SMAW, GMAW and machine OFC processes (.5 Credits)Completion of all six areas (total of 3 credits) satisfies 4 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.Completion of all six areas (total of 3 credits) satisfies 8 hours of instruction toward completing the embedded mathematics curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Enrollment Requirements: Prerequisite: WELD 101 or WELD 212M or instructor approval. Corequisite: WELD 222M.

WELD 222 - Welding II Practice **Units: 2**
This course is designed to give learners the opportunity to hone their skills in oxyfuel machine cutting, SMAW vertical and overhead positions, GMAW basic skills and air carbon arc cutting processes. Ample practice time is allocated to perfect skills and complete lab assignments.
This course satisfies 3.5 hours of instruction toward completing the embedded human relations curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A. This course satisfies 4 hours of instruction toward completing the embedded mathematics curriculum requirements, in accordance with Embedded Curriculum Guidelines Option A.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: WELD 221. May be taken concurrently with WELD 221.
Term Offered: ALLSEM&W

WELD 225 - Independent Study **Units: 1-6**
This course is designed for the student who has a particular interest in welding and wants to concentrate in that area. This is a contractual course.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

WELD 231 - Welding III **Units: 3**
This course is a continuation of Welding II and focuses on the GMAW and the FCAW processes. The Air Carbon Arc Cutting section will further develop skills in the process. The student will develop skills required to make fillet and groove welds in all positions using GMAW and FCAW processes. The student will be introduced to the Plasma Arc Cutting Process.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: WELD 222 or instructor approval. Corequisite: WELD 232.
Term Offered: All Semesters

WELD 232 - Welding III Practice **Units: 2**
This course is designed to give learners the opportunity to hone their skills in the GMAW and FCAW processes in all positions by providing them with hands-on time and individual instruction. The learner will also practice Air Carbon Arc Cutting and Plasma Arc Cutting on ferrous and nonferrous materials. Ample practice time is allocated to perfect skills and complete lab assignments. WELD 232 is required concurrently with WELD 231, but may be taken as a separate course.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: WELD 231. May be taken concurrently with WELD 231.
Term Offered: All Semesters

WELD 241 - Welding IV **Units: 3**
This course is a continuation of WELD 231 and places an emphasis on the GTAW process in all positions on ferrous and nonferrous materials. This course also covers the advanced FCAW process and concentrates on the skills needed to pass the AWS certification test in all positions using the FCAW process. The Student at this level of training may opt to develop skills in the welding of pipe using the SMAW or FCAW processes.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: WELD 222 or WELD 232 or instructor approval. Corequisite: WELD 242
Term Offered: All Semesters

WELD 242 - Welding IV Practice **Units: 2**
This course is designed to give learners the opportunity to work on their skills in the GTAW process, perfect their skills in the FCAW process by providing them with individualized instruction and full hands-on practice in preparation and welding of ferrous and nonferrous materials. At this point in training students may also start developing skills necessary to weld pipe using the SMAW or FCAW processes. Ample practice time is allocated to perfect skills and complete lab assignments. WELD 242 is required concurrently with WELD 241, but may be taken as a separate course. This course may be repeated for up to six credits.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: WELD 241. May be taken concurrently with WELD 241.
Term Offered: All Semesters

WELD 250 - Welding Certification Preparation **Units: 1-12**
This course is a contractual course designed for the advanced student who is pursuing AWS (American Welding Society), ASME (American Society of Mechanical Engineers), or API (American Petroleum Institute) certification(s). This course is also beneficial to the student requiring additional hands-on practice in order to better their individual skill in a selected process or processes. Instruction will be given on an individual basis.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Prerequisite: WELD 241 or instructor approval.
Term Offered: All Semesters

WELD 280 - Introduction to Robotic Welding **Units: 3**
This course introduces the learner to robotic welding. The course includes safety techniques, applications, equipment, fixtures and trouble shooting.
Transferability: May not transfer towards an NSHE bachelor's degree
Enrollment Requirements: Pre-Requisite: Completion of 15 credits in welding and 1 drafting class.

WELD 290 - Internship in Welding **Units: 1-8**
This course is designed for the student who wants to get practical on-the-job training in welding with a local company. 200 working hours per credit.
Transferability: May not transfer towards an NSHE bachelor's degree
Term Offered: AS NEEDED

Women's Studies (WMST)

WMST 101 - Introduction to Women's Studies **Units: 3**
Interdisciplinary analysis of women in culture and society from historical and cross-cultural perspectives.
Term Offered: All Semesters

WMST 250 - Introduction to Feminist Theory **Units: 3**
Introduces theory and methods in feminist research and issues from traditional and contemporary perspective.
Enrollment Requirements: Dual Requisite: ENG 101 completed or concurrently enrolled.
Term Offered: AS NEEDED

WMST 255 - The American Women's Movement **Units: 3**
Introduction to American women's history and politics focusing on race, gender, and class relations, and the legal and economic status of women.
Enrollment Requirements: Prerequisite: ENG 101 completed or concurrently enrolled
Term Offered: AS NEEDED

CAMPUS RESOURCES

Computer, Network and Email Access

TMCC Information Technology (IT) maintains and supports all computer labs and wireless networks on all TMCC sites. All systems, including wireless access, require a username and password to log on.

Students use the same username and password to log on to computers, TMCC Google mail, Canvas, and MyTMCC. IT Customer Service/Student Support can assist with passwords or access problems via phone. Walk-in assistance with passwords or mobile device configurations is available in the Information Technology office in Red Mountain 205. Students can also reset their password online (https://www.tmcc.edu/it/students/self-service/.html).

In addition to classroom computer labs, TMCC offers Computer Labs that are available to TMCC students for research and studying. These Computer Labs are located on the Dandini Campus (SIER 109), Meadowood Center (MDWS 124), William N. Pennington Applied Technology Center at Edison Way (EDSN 108) and the William N. Pennington Health Science Center at the Redfield campus (HSC 100). The Computer Labs are equipped with computers, printers and the most commonly-used software.

STUDENT SERVICES

Academic Advisment

Academic Advisement

Academic Advisement assists new, continuing, transfer, and international students in identifying, planning for, and achieving educational and personal goals. In addition to meeting with an advisor during New Student Orientation, students will meet with an advisor during their first semester at an On-Track advising session where students learn how to use my.tmcc.edu and other campus systems to help plan future semesters and graduate. It is recommended that students seek academic advisement before registering each semester, before transferring to another college or university, and/or before graduation to assist in:

- Creating an educational plan
- Identifying courses needed towards graduation
- Understanding transfer information and procedures
- Navigating and understanding campus tools and resources

New Student Orientation

Student Orientation, Advising, and Registration (SOAR) is designed around you, helping to uncover answers to the questions you have and introducing you to resources, programs and services. SOAR is a two-part process.

SOAR (Part I) is online and covers information and resources you need to start your education at TMCC on the track to success. Once you have been officially admitted to TMCC and have received your student ID number, username and password, you will be able to access SOAR (https://www.tmcc.edu/advisement/new-students/soar/) in TMCC's online learning management system, Canvas. You will be able to access the valuable information during part one throughout your first year at TMCC.

SOAR (Part II) is your chance to meet with the advising staff, prepare a first semester class schedule and register. Once you have completed all the modules in Part I, you will be given access to schedule a SOAR Part II session.

The Academic Advisement Office offers these sessions at various times including evenings and weekends. For more information, please visit the New Student Orientation (http://www.tmcc.edu/advisement/new-students/soar/) website.

Transfer Center

Links to the system transfer agreements are available online at transfer.tmcc.edu (http://transfer.tmcc.edu/). Transfer agreements provide information on how TMCC courses and programs transfer to the various colleges and/or majors at the NSHE universities or state college. Advisors are available to discuss course transfer options to other four-year colleges and universities.

Students should contact the admissions office of the college to which they wish to transfer for information regarding the acceptability of any community college course.

Students planning to transfer should select courses using the current catalog for the institution they plan to attend.

International Student Advisement Center

http://www.tmcc.edu/advisement/international-students/

F-1 visa students who are on TMCC I-20s must meet admission requirements listed in Admission to the College (p. 322).

New international students must attend an orientation prior to their first semester at TMCC. This session will provide academic advisement, international student rules, regulations and responsibilities and information about services and programs at TMCC. New international students must bring their passport with a valid visa and their I-94 to International Student Services.

Each semester before registering for classes, all international students on TMCC I-20s must meet with the international student advisor to determine their academic schedule and enroll in a minimum of 12 units. Students who are not U.S. citizens or immigrants who are interested in attending TMCC on an F-1 visa must follow special application procedures as outlined in Admission to the College (p. 322).

Financial Aid Eligibility and Application

Although the student and the student's family have the primary responsibility for financing the costs of education, there is some aid available through TMCC for those families who cannot meet the total costs. This aid is available in the form of grants, loans, scholarships, student employment or a combination of these. These programs are regulated by federal (Title IV), state and campus guidelines.

Eligibility

Most of the financial aid guidelines specify eligibility requirements, which include, but are not limited to the following:

- Be a citizen, permanent resident or other eligible non-citizen of the United States, as documented by the Department of Homeland Security.
- Have earned a high school diploma or passed a state-approved high school equivalency exam.
- Be accepted to or registered in a financial aid-eligible degree, emphasis, or certificate program at the TMCC Admissions and Records Office.
- Not be in default or owe a repayment on any Title IV loans or grants.
- Be enrolled in classes that will apply to the declared degree, emphasis, or certificate requirements (not to include Workforce Development and Community Education classes).
- Certify that you have not been convicted of violating any federal or state drug possession or sale laws, while receiving Title IV funding.
- Provide any other documents, as required.

Note: Adjusted Diplomas and Certificates of Attendance are not considered equivalent and students are advised to take a high school equivalency exam.

Students who do not specifically meet any of the eligibility requirements may still be eligible for some types of aid and should see a financial aid coordinator to discuss their special circumstances.

Financial Aid Application Priority Deadlines

Financial Aid

To receive consideration for all Title IV and other financial aid funds students should apply as soon as possible beginning October 1 of the year prior to the year in which they plan to attend. Most awards are made on a first-come, first-served basis. Students must have a completed file and be eligible by July 1 for Fall, December 1 for Spring, or April 15 for Summer, in order for financial aid to disburse in time to pay fees.

Otherwise, financial aid awards may arrive after classes begin and students will be responsible for paying their own fees and buying their own books and supplies. If payment is not made by the date fees are due, the student will be dropped from all their classes. If a student is determined to be eligible after these dates and is enrolled, they will receive their financial aid award as a reimbursement.

Scholarships

Many scholarships (http://www.tmcc.edu/financialaid/types/scholarships/) are available to students. The TMCC Foundation General scholarship application (https://tmcc.academicworks.com/) has an annual due date of March 1.

Student Employment

Student employment and work-study positions are posted all year at studentjobs.tmcc.edu (http://studentjobs.tmcc.edu/), but are filled according to job and fund availability and the qualifications of the applicant.

Financial Aid Application Process

Please refer to the Applying for Financial Aid (http://www.tmcc.edu/financialaid/applying/steps-to-apply/) webpage.

Types of Financial Aid, Scholarships, and Student Employment

Please refer to the Financial Aid Website for more information on:

Grants (http://www.tmcc.edu/financialaid/types/grants/)
Loans (http://www.tmcc.edu/financialaid/types/loans/)
Work Study (http://www.tmcc.edu/financialaid/types/workstudy/)
Scholarships (http://www.tmcc.edu/financialaid/types/scholarships/)
Student Employment (http://www.tmcc.edu/financialaid/student-employment/types-of-student-employment/)

Academic Progress Standards for Financial Aid Students

Federal and State regulations require all financial aid recipients to meet established progress standards. For complete details, please review the Financial Aid Academic Progress Policy (http://www.tmcc.edu/financialaid/eligibility/academic-progress-policy/).

Financial Aid Refund Policy

Students receiving aid may have their financial aid adjusted if they withdraw, stop attending or receive outside financial assistance. This can result in an overpayment and may require students to repay all or a portion of their financial aid funds. For more information, please visit the Financial Aid website (http://www.tmcc.edu/financialaid/).

Veterans Resources

Veterans Resource Center

The mission of the TMCC Veterans Resource Center (VRC) is to assist student veterans in their successful transition from military service to the academic environment. The staff within the VRC are there to help guide all veterans, eligible dependents and spouses, Nevada National Guard members, and active duty personnel in their educational goals. The staff of the VRC is dedicated in using their own personal experiences to support other veterans and their families. Services within the Veterans Resource Center include:

- Information regarding the details of VA educational benefits
- Assistance with the VA education benefits application (Vets.gov)
- Computers for student veterans for use with VA benefit and TMCC enrollment related materials
- Assistance with retrieving military transcripts
- Private student veteran study areas
- Room for veterans to study, gather, and network
- Student veteran events around campus
- Information about our own Truckee Meadows Veterans Club (TMVC)
- External veteran-related information such as: Disabled American Veterans, Nevada Job Connect, Vietnam Veterans of America, Veterans of Foreign Wars, Veterans Upward Bound, and many more
- Direct access to Veterans Integration to Academic Leadership (V.I.T.A.L.) representatives as well as VA counseling services
- Veteran Job Board
- Referrals to other College resources
- Free Coffee

Veterans Education Benefits

Location: Veterans Resource Center, Red Mountain Building 241
Phone: 775-337-5612
Website: http://www.tmcc.edu/veterans-benefits/

The Veterans Education Benefits Associate and Veterans Pre-Admission Associate are available to assist veterans, active duty personnel, National Guard members, Reservist, spouses and dependents who are eligible for Veterans Educational Benefits. Eligibility is determined by the U.S. Department of Veterans Affair by submitting an online application. If you are a student looking to utilize Veterans Educational Benefits please visit Steps to Enroll for Veterans (http://www.tmcc.edu/steps-to-enroll/military/).

All prior credit, both military and other education institutions, must be evaluated by TMCC's Admissions and Records Office via a request for official transcripts. To request a military transcript and submit TMCC's Transfer Credit Evaluation Request please see the following links:

- Army, Navy, Marine Corps, and Coast Guard (https://jst.doded.mil/smart/signIn.do)
- Air Force (https://www.airuniversity.af.edu/Barnes/CCAF/Display/Article/803247/community-college-of-the-air-force-transcripts/)
- Transfer Credit Evaluation Request (http://www.tmcc.edu/advisement/downloads/credit-evaluation-for-transfer-students/)

Per Executive Order 13607, all students using VA Education Benefits must attend a "veteran new student" workshop. Call 775-337-5612 to schedule the workshop. After the completion of 6 units, all students using

VA Education Benefits must also attend a "veteran on-track" workshop. Call 775-337-5612 to schedule the "on-track" workshop.

Students who are looking to utilize Veteran Educational Benefits must submit a Veterans Course Submittal Form once enrolled for the upcoming semester. In addition, students must submit a course submittal form if there are any type of adjustment to their schedule, such as adding, dropping, withdrawing, and auditing.

- Veterans Course Submittal Form (http://www.tmcc.edu/veterans-benefits/downloads/)

Below are the following progression standards for students receiving Veterans Education Benefits. Students using VA education benefits at Truckee Meadows Community College must maintain satisfactory academic progress toward a degree or certificate to remain in good standing. Students who meet the satisfactory academic progress requirements are considered to be in "good standing" status.

Veteran students who feel, because of extenuating circumstances, they have not been able to meet their progression standards, may submit an appeal to the Financial Aid Academic Progress Appeals Committee. Satisfactory progress is defined as follows.

1. Grade Point Average — As the "W" grade has no impact in determining the grade point average, it is interpreted as no credit, as if the class were never taken. An adjusted enrollment certification will be submitted to the Veterans Administration for any veteran student who receives a "W" grade. This may result in the veteran student having to pay back a portion of their veterans education benefits received for that semester.
2. Credit Completion — Veteran students must carefully review their courses and degree program to assure that
   a. no more than the number of credits required for the degree have been earned; and
   b. all such credits are directly applicable to the degree objective.
   c. To ensure that all courses are applicable, students using VA education benefits must report all previous education and training to the College. It is the student's responsibility to order transcripts from institutions previously attended. After two semesters of enrollment, the Department of Veterans Affairs will be notified if the student has failed to order transcripts. This may result in a delay or cessation of veterans education benefits. This includes any credits awarded before the student began using veterans education benefits. Veterans may be denied education benefits or asked to reimburse education benefits received for credit earned in excess of their degree requirements.
   d. Students with questions regarding withdrawal/auditing from courses are encouraged to visit the Veterans Resource Center.
3. Attendance — Students are expected to attend all classes for which they have registered.

TMCC does not penalize students using VA Education benefit programs under Chapters 33 and 31 while waiting for payment from the Department of Veterans Affairs providing they submit a certificate of eligibility, a written request to use such entitlement, and any additional information needed to certify enrollment. Students will continue to have access to classes, libraries, and other institutional facilities as outlined available in our catalog. No late fees will be assessed and student accounts will be considered on hold. Title 38 USC 3679 (e).

Additional Resources & Priority Registration

Veterans have access to an Academic Advisor who is familiar with VA Education Benefits. It is important to meet with an Academic Advisor to develop an education plan to ensure students are taking the required courses for their designated degree program. In order to schedule an appointment students can contact the Veterans Resource Center.

TMCC prides itself on our veteran friendly community with our experienced and knowledgeable staff. Because of our veteran friendly community, we offer priority registration to veterans, eligible dependents and spouses, Nevada National Guard members, and active duty personnel. With priority registration, students have the opportunity to enroll for classes one week prior to the registration date for the upcoming semester.

Location: Meadowood Center, 5270 Neil Road, S303
Phone: 775-829-9007
Website:http://www.tmcc.edu/veterans-upward-bound/

The Veterans Upward Bound Program is an educational program funded by the U.S. Department of Education. It is designed to assist veterans in preparing for success in college and other post-secondary training.

Veterans Upward Bound provides a comprehensive program of support services to improve both academic and motivational skills. Services are available for college preparation and High School Equivalency completion. Specific services include developmental courses to improve basic skills, tutoring, career counseling and advisement, college orientation, assistance with admissions, financial aid and referrals to other agencies. Veterans must meet program eligibility requirements.

For more information, visit the Veterans Upward Bound Office.

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A

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CISSP – Computer Information Systems Security Professional
MCT - Microsoft Certified Trainer
CTT+ - Certified Technical Trainer
MCSA – Microsoft Certified Systems Administrator: (2000 & 2003)
MCSAM – Microsoft Certified Systems Administrator: Messaging (2000)
MCSAS – Microsoft Certified Systems Administrator: Security (2000 & 2003)
MCSE - Microsoft Certified Systems Engineer (2000 & 2003)
MCSES - Microsoft Certified Systems Engineer: Security (2000 & 2003)
MCDBA – Microsoft Certified Database Administrator
MCDST – Microsoft Certified Desktop Support Technician
CCNA - Cisco Certified Network Associate
CCDA - Cisco Certified Design Associate
A+ - PC Technician Certification
Network+ - Certified Network Technician
Security+ - Certified Security Technician
Server+ - Certified Server Technician
CNA - Novell Certified Network Administrator Netware 3.11

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MACDONALD, SCOTT
Director, Advanced Technology

MAGSTADT, KAREN
Manager, President's Office

MARBLE, WILLIAM
Manager, Information Technology Operations

MARGERUM, DONNA
Acting Director, Community Services/General Studies

MARTIN-MATHEWS, BERNICE
Director, Nursing and Health Sciences

MATHISEN, JACQUELINE
Counselor, Counseling Center

MCCLURE, DANIEL[1]
Counselor, Counseling

MCCOY, DIANA[1]
Community College Professor, Economics

MCKNIGHT, RUTH[1, 2]
Counselor, Counseling Center

MEADOR, MICHELE
Chief Human Resources Officer, Human Resources

MEHM, WILLIAM
Community College Professor, Biology

MELA, KEN
Specialist, Veterans Upward Bound

MENTZER, ALAN
Community College Professor, Criminal Justice

METCALF, CAROL[1]
Community College Professor, Nursing

MIDDLEBROOKS, DELORIS[1]
Community College Professor, Nursing

MILLER, RANDY
Program Director, Information Technology

MOLT, JOHN
Program Director, Application Support Services

MONTOYA, MICHELLE
Coordinator, Tutoring and Learning Center

MORTENSEN, CINDY
Community College Professor, Computer Technologies

MULDER, HELEN
Cooperative Education

MUNSON, BERT[1]
Dean of Instruction

NAUMER, CAROLA[1, 2]
Community College Professor, Visual Arts

NEWHALL, BILL
Community College Professor, Mathematics

NICOLET, DIANE
Director, E.L. Cord Child Care Center

NYSWONGER, NEVIN
Community College Instructor, Transportation Technology

OAKLEY, CHAUNCEY[1]
Community College Instructor, Mathematics

ODYNSKI, KATHERINE
Assistant Dean, Workforce Development and Community Education Division

PERRY, GABE
Community College Professor, Automotive Technology

PHINNEY, NADINE
Librarian, Elizabeth Sturm Library

PIERCY, EARL
Community College Professor, Sociology

PLAGGEMEYER, TED
Dean, Sciences

PONTRELLI, N. JEAN[1]
Community College Professor, English

PORTER, PATTY
Program Director, Student Outreach

PREECE, NOLAN
Community College Professor, Visual Arts

RAINEY, MICHAEL
Dean, Workforce Development and Community Education

RAY, JOCELYN
Counselor, Counseling

REED, THOMAS
Assistant Director, Financial Aid, Scholarships and Student Employment

REINHARDT, ELSI
Community College Professor, Mathematics

RICHTER, DEBORAH
Community College Professor, Workforce Development and Continue Education

RIEL, MARY JEAN[1]
Community College Instructor, Mathematics

RINALDI, ROSEMARY
Community College Professor, Nursing

RINGKOB, PAULA
Community College Professor, Accounting

RIVERS, VIRGINIA
Community College Professor, Environmental Science

ROBERTSON, JUDY CHILCOTT
Community College Professor, Mathematics

RODERICK, JAMES
Community College Professor, English

ROSE, ROBERT
Community College Professor, Mathematics

ROSSETTI, CINDY
Director, Budget

RUF, BRIAN
Community College Professor, Drafting

SALABER, STEPHEN
Controller, Controller's Office

SANDERS, BARBARA
Dean, Equity and Inclusion

SANFORD, DELORES
Vice President, Finance and Administrative Services

SAUNDERS, LINDA
Community College Professor, Nursing

SEPTIAN, JOHN
Community College Professor, Welding

SKIBINSKI, GARY
Program Director, Auxiliary Services

SKIVOFILAKAS, GEORGE[1, 2]
Community College Professor, Food Service

SLAVIN, PATRICIA
Associate Dean, President's Office

SMITH, LAURIE
Special Projects Liaison, Workforce Development and Community Education

SOUZA, TRAVIS
Program Coordinator, Web College

STREEPER, STEVEN
Community College Professor, Economic

STROUB, DEE[1]
Division Chair, Social Sciences

STUBBS, MARY
Community College Professor, Nursing Assistant

STURM, ELIZABETH[1]
Director, Learning Resource Center

SUSSMAN, JENNIFER
Specialist, Human Resources

SWANK, CRYSTAL

Community College Professor, Early Childhood Education

SWINNEY, KERRY
Community College Professor, Emergency Medical Services

TAVERNIA, GEORGE
Director, Administrative Services

TEIRUMNIKS, MARIA
Community College Professor, Sociology

TOOKE, THOMAS
Counselor, Counseling Center

TRETTEN, BRAD
Community College Professor, Accounting

TURBOW, SUE
Community College Professor, Early Childhood Education

TURNER, BEVERLY
Community College Professor, Foreign Language

TUTEUR, LAWRENCE
Associate Dean, Instruction

TWITCHELL, BARBARA
Director, Re-Entry Center

TWITCHELL, WIRT
Director, Academic Advisement and Career Services

VELTRI, ANNA
Counselor, Counseling

WALKER, LLOYD
Community College Professor, Architectural Design

WEBB, JASON
Network Administration Specialist, Application Support Services

WEBB, LAURA
Director, Dental Hygiene

WEHR, MARIA
Community College Professor, Mathematics

WHITEHURST, NEIL
Community College Professor, English

WILKINS, DAVID[1]
Community College Professor, Mathematics

WILLIAMS, DANIEL
Community College Professor, Biology

WINSLOW, CHRISTOPHER
Chief Information Technology Officer, Information Technology

WINSLOW, NADINE
Executive Assistant, President's Office

WOOD, CORA FAYE[1]
Community College Professor, Sociology

WOOD, KAREN[1]
Community College Professor, Nursing

WRAY, CAROLYN
Community College Professor, Theater

WURM, SHARON
Executive Director, Financial Aid, Scholarships and Student Employment

YARNEVICH, JOHN
Community College Professor, History

ZIDECK, STEPHEN
Community College Professor, Mathematics

[1] Deceased
[2] Posthumously

APPEAL OF TMCC POLICY

Students appealing the application of a TMCC policy or procedure should begin the process by completing the “Student Appeals Form” and filing it with the Admissions and Records Office. Appeals will be accepted for review if students begin the process within six months from the date of occurrence or six months from when it could be reasonably assumed that the student was aware of the occurrence.

The Student Appeals Board consists of the designee of the President as chair, three faculty members, one counselor, one administrator, two staff members and one student representative. Departmental consultants attending meetings will be non-voting participants. The Board meets monthly, except January and July, to hear appeals and recommend action to the Vice President of Student Services and Diversity, who has final authority.

The Student Appeals Board is responsible to hear appeals initiated by the Admissions and Records procedures, which may include residency issues and refund issues. To initiate an appeal for one of the issues listed below, the student should contact the following:

- Affirmative action appeal – contact the affirmative action officer or the Director of Equity and Inclusion, and follow guidelines listed in the Board of Regents Handbook.
- Classroom or departmental procedures - contact the appropriate department.
- Disciplinary issues-contact the Student Conduct Office.
- Financial aid appeals - contact the Financial Aid Office.
- Grade change issues - contact the instructor or follow the procedures outlined in the Course Catalog under Grade Appeal.

POLICIES AND REGULATIONS

Admission Policies

Community College Admission-General Policy

Board of Regents Handbook, Title 4, Chapter 16, Section 18

1. In the admission of students, community colleges shall not discriminate on the basis of a person's age, disability, ethnicity, gender, national origin, race, religion, or sexual orientation.
2. All applicants must qualify for admission by satisfying at least one of the following:
   a. A graduate of a high school or its equivalent; or
   b. A qualified international student.
3. A student who does not meet the community college requirements for admission established in subsection 2 may apply to be admitted under alternate criteria or test scores that demonstrate college readiness. Each college shall establish procedures and requirements for such alternate admission.
4. When admitting a student, the institution may consider the student's standing at a previously attended institution, including, but not limited to, records of disciplinary action.
5. All applicants for admission shall complete such tests, furnish such information, and meet such deadlines as required by the regulations published in the admissions sections of the catalog governing the semester of initial enrollment. The initial semester of enrollment shall be considered the date of matriculation except where otherwise defined by the institution.
6. Admission to an NSHE community college implies general admission to the College only and does not constitute admission to a specific curriculum or courses that may require additional admission criteria, as published in the College catalog governing the semester of initial enrollment.
7. Programs designed as limited entry require fulfillment of selective admissions criteria as contained in the institutional catalog and other appropriate college documents. Continuation in selective admissions programs is likewise contingent upon fulfillment of conditions specified by the institution and contained in official institutional documents.

Admission Criteria for Students Less Than 18 Years Old

Student(s) under 18 years old can be considered for special admission.

Admission is for one semester only.

Students must reapply each semester until they graduate from high school or turn 18.

Registrations are processed through the Admissions and Records Office.

Early Admission for Juniors and Seniors

Juniors with a 3.0 GPA and seniors with a 2.5 GPA can take any class for which they meet the prerequisites.

Juniors and seniors who do not meet the minimum GPA requirements may only take occupational or community service classes.

TMCC or WCSD Dual Credit Program

Students requesting dual credit should indicate dual credit by marking the appropriate box on the admission application form.

Student's signature on application form allows TMCC to release transcript to home high school at the end of the term.

Students must be eligible high school juniors (GPA 3.0) or seniors (GPA 2.5).

Student must meet all course prerequisites.

Students pay for all costs of college enrollment, including the application fee, class fees and textbook costs.

Students Below Junior Level

Students below the junior level may register in workforce development classes for audit.

Academically talented students below junior level may take academic classes on a case-by-case basis upon review of transcripts, ACT/SAT scores, grade reports or other evidence of academic aptitude. Evidence is reviewed and student is interviewed by the director of advising for approval.

Students Excused from Compulsory Attendance (Home Schooled)

Students provide a letter from the school district stating they have been excused from compulsory attendance and proof of level of education (grade level).

Students below junior level follow same criteria as listed above. See "Students Below Junior Level."

Special Admissions

Students who do not qualify for any of the above programs or who have special circumstances can be considered for admission on a case-by-case basis by presenting grades, test scores, courses taken, recommendations and other supporting documents to the Admissions and Records and Advising directors.

TMCC High School

TMCC High School students must follow the admissions procedure and complete the admission form. For more information, contact TMCC High School (https://www.washoeschools.net/tmcchs/) at 775-674-7660.

Community College Admission of International Students

Board of Regents Handbook, Title 4, Chapter 16, Section 19

To qualify for admission to a community college, an international student must satisfy the following conditions:

1. Official evidence of an educational level equivalent to graduation from an accredited United States high school;
   a. Official transcripts of permanent academic records (must be in English). Applicants should have their transcripts certified or notarized by an appropriate official prior to submitting them for evaluation.

2. Competency in the English language as defined in the College catalog governing the semester of initial enrollment; and
   a. Students who speak English as a second language should be able to demonstrate English preparedness for college classes by having completed one of the following:
      I. Recommendation for academic study from Intensive English Language Center (IELC) at UNR or,
      II. International TOEFL score of at least 61 (iBT) or 500 (PBT). (Institution code: 4960).
      III. Completion of ENG 113 or ENG 101 (or equivalent) at a U.S. college or university.
      IV. Passing scores in the reading and writing sections of the U.S. high school proficiency examinations.
      V. International English Language Testing System (IELTS - must be academic version) with an equivalency score of 6.
      VI. Scholastic Aptitude Test (SAT) score of 440 or higher on the Critical Reading (formerly Verbal) section. College Board Code: 1096.
      VII. American College Testing (ACT) score of 18 or higher. College Code: 2499.
      Exemption: Students coming from the following English-speaking countries are exempt from the English language testing requirements: Australia, Bahamas, British Guyana, Canada (except for Quebec), Ireland, Jamaica, New Zealand, St. Vincent, Trinidad and Tobago, and United Kingdom.
   b. International students admitted into the country on an I-20 from TMCC must be enrolled in the College as a full-time student (a minimum of 12 credit hours) until they complete their full course of study or transfer to another institution and meet the progression standards. (p. 339)
3. Evidence of sufficient financial support as defined in the College catalog governing the semester of initial enrollment.
   Admission to TMCC implies general admission to the College only and does not constitute admission to a specific curriculum or courses which may require additional admission criteria.

College Annual Security Report

TMCC publishes an Annual Security Report.This report includes statistics for the previous three years concerning reported crimes that occurred at the College and its sites. The report also includes institutional policies concerning campus safety and security, such as policies regarding sexual assault and other matters. If you would like a printed copy of this report, please contact University Police Services (http://www.tmcc.edu/police/contact/).

General safety and security information is also available on the TMCC StaySafe website at staysafe.tmcc.edu.

Drug, Alcohol and Tobacco Prevention Policy

As a part of the Drug-Free Schools and Communities Act, campuses are asked to provide students and employees with information on campus rules and regulations pertaining to alcohol and other drugs, the health and social effects, legal sanctions and counseling and treatment programs available.

Electronic Smoking Devices — The use of e-cigarettes and other electronic, alternative smoking devices is not permitted inside TMCC buildings.

Standards of Conduct — The unlawful manufacture, distribution, dispensation, possession or use of alcohol and illegal drugs is prohibited; a violation of any such prohibition will result in disciplinary action up to and including termination of employment or expulsion of students.

The TMCC president has the authority to designate the time and place for special events where alcoholic beverages may be served on the TMCC campus to persons 21-years-old or over. Except as provided above, the storage, possession or use of alcoholic beverages is not permitted on TMCC-owned or supervised property.

Any student or employee who exhibits offensive behavior on TMCC-owned or supervised property while under the influence of alcoholic beverages or illegal drugs shall be subject to disciplinary action (NSHE Board of Regents Handbook, Title 4, Chapter 20).

Legal Sanctions — Any act prohibited by local, state or federal law which occurs on TMCC premises or at a TMCC-sponsored function on or off such premises shall constitute cause for discipline which, for students, can include a warning, reprimand, restitution, probation, suspension or expulsion. Sanctions against employees can include any of the above in addition to termination of employment.

It is the policy of the State of Nevada, with respect to employees of state agencies, that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance in the workplace is prohibited. Any employee who violates this policy is subject to disciplinary action which may include termination of employment. The specifics of the policy are addressed in Chapter 453 of the Revised Statutes of Nevada, Nevada Administrative Code 284.650.

Federal penalties for trafficking in methamphetamine, heroin, cocaine, PCP, LSD, fentanyl, marijuana and hashish include imprisonment for five years to life and fines of up to $8 million. Federal penalties for illegal possession of a controlled substance include imprisonment for one year to 20 years and fines of up to $250,000.

Notice to Students and Employees Regarding Illicit Drugs and Alcohol

Truckee Meadows Community College (TMCC) believes that the unlawful possession or abuse of drugs and alcohol by students and employees presents multilevel risks to the individual, the learning environment and the College community as a whole. Substance abuse impedes the process of learning, teaching, personal development and the overall exercise of a person's true talents and abilities. There are also serious criminal and disciplinary sanctions that can be imposed on students and employees which will disrupt their studies or careers.

TMCC provides this notice in compliance with federal law as part of TMCC's program to prevent the possession, use, and distribution of illicit drugs and alcohol by students and employees. The information provided here includes campus rules and regulations pertaining to drugs and alcohol, possible health and social effects, the legal sanctions, and contact information for services and programs that can provide further information and assistance. Additionally, this notice informs students of the implications for eligibility of financial aid when students are convicted of possession or sale of illegal drugs.

Illegal Drugs

TMCC is a drug free institution. Nevada state law and the Nevada System of Higher Education (NSHE) regulations prohibit the manufacture, distribution, possession or use of illegal or unauthorized drugs or drug paraphernalia on TMCC property or at a TMCC-sponsored activity.

The possession or use of prescription drugs without a proper prescription is a crime in the State of Nevada. A student's possession of a "medical marijuana card" or similar documentation supporting the use of illegal drugs will not excuse or permit the manufacture, distribution, or use of illegal or unauthorized drugs or drug paraphernalia on TMCC property or at a TMCC-sponsored activity.

Violations of the law or NSHE regulations will result in disciplinary action for students and employees up to and including expulsion of students and/or termination of employment pursuant to Nevada state law, the TMCC Student Conduct Code and the NSHE Code, and referral for criminal prosecution. Nevada law requires TMCC to immediately terminate the employment of any employee who is convicted of violating a federal or state law prohibiting the sale of a controlled substance regardless of where the incident occurred. The term 'controlled substance' means any drug defined as such under the regulations adopted pursuant to NRS 453.146. Many of these drugs have a high potential for abuse. Such drugs include, but are not limited to, heroin, marijuana, cocaine, PCP, and crack. They also include legal drugs which are not prescribed by a licensed physician.

These violations are serious matters and can significantly impact education and employment.

Alcohol

TMCC does not permit possession of alcohol on its property except for limited situations. The legal age for drinking alcohol in the State of Nevada is 21 years of age. Moreover, alcohol abuse or excessive drinking by those of lawful age has become more prevalent with tragic cases reported of death or serious impairment. This includes the forced consumption of alcohol in conjunction with initiations or affiliation with any organization; TMCC prohibits any type of initiations requiring the consumption of alcohol.

NSHE regulations allow the use or consumption of alcohol on TMCC property only in the following limited situations:

1. Upon receipt of a timely advance application, the TMCC President may grant permission in writing for the sale or distribution of alcoholic beverages at a TMCC sponsored event (including student organizations) and guest organizations approved to use TMCC facilities. Such consideration will be based upon, but not limited to, such factors as number and ages of people in attendance, purpose of the event, supervision, security provisions, location, date and time of the function. The President's decision to allow alcohol is discretionary, and the decision is final. No other TMCC officer, manager, or employee may approve the use of alcohol on campus or at a TMCC-related event/function.
2. Alcohol procured and used in association with approved TMCC academic classes (e.g. culinary classes).

Impairment in the Workplace and Classroom

It is the policy of the State of Nevada to ensure that its employees do not report for work in an impaired condition resulting from the use of alcohol or illegal drugs, or consume alcohol or use illegal drugs while on duty (including driving a personal vehicle while on College business or driving a state vehicle). Alcohol and drug-abuse and the use of alcohol and drugs in the workplace are issues of concern to the State of Nevada. Any employee who appears to be in an impaired condition at work is subject to a screening test for alcohol or drugs, and disciplinary action up to and including termination of employment. Referral to an employee assistance program is also possible.

Any State employee convicted of driving under the influence in violation of NRS 484.379 or any other offense for which driving under the influence is an element of the offense, and the offense occurred while driving a State vehicle or a private vehicle while on TMCC business, is subject to discipline up to and including termination.

Any TMCC student who comes to campus in an impaired condition resulting from the use or consumption of alcohol, nonprescribed drugs or illegal drugs may be referred for discipline under the TMCC Student Conduct Code, especially if their impaired condition causes the student to act out in a particular manner.

For more information related to drug/alcohol abuse, please refer to the following: National Institute on Drug Abuse and National Institute on Alcohol Abuse and Alcoholism.

Grievance Procedures Relating to Equal Opportunity

TRUCKEE MEADOWS COMMUNITY COLLEGE PROCEDURE FOR IMPLEMENTING NEVADA SYSTEM OF HIGHER EDUCATION HANDBOOK TITLE 4, CHAPTER 8, SECTION 13

NSHE Handbook Title 4, Chapter 8, Section 13 (hereafter, "Section 13") provides the policy prohibiting discrimination on the basis of age, disability, whether actual or perceived by others (including service-connected disabilities), gender (including pregnancy related condition), military status or military obligations, sexual orientation, gender identity or expression, genetic information, national origin, race, or religion. Discrimination includes, but is not limited to, harassment based upon any of these basis, and retaliation for reporting or participating in an investigation of discrimination. This procedure states how Section 13 will be implemented at Truckee Meadows Community College.

Discrimination complaints may be filed with the Primary Officer (who is the Human Resources Director) by a student, faculty, staff, or guest. The Primary Officer is designated as the Title IX Coordinator as well. The Primary Officer for receiving complaints, investigating and making recommendations regarding complaints of discrimination is:

Human Resources Director

Human Resources Office
7000 Dandini Blvd.
Red Mountain Room 211
Reno, Nevada 89512
Voice: 775-674-7654
FAX: 775-674-7560

If a complaint is received regarding the Primary Officer, the Human Resource Office shall deliver the complaint to the TMCC President noting that the complaint is regarding the Primary Officer and requesting that the President designate another person to investigate and make a recommendation regarding the complaint. If the President designates

another person to investigate a complaint, that person shall perform the duties of the primary officer as stated in this procedure.

Any person in a supervisory, managerial, administrative or executive role or position at TMCC, such as a supervisor, department chair, or director of a unit, who receives a complaint of alleged discrimination or observes or becomes aware of conduct that may constitute discrimination, the person must immediately forward the complaint or report the conduct to the Primary Officer.

The Primary Officer shall make an initial review of the complaint or conduct and make a determination whether the complaint or conduct alleges discrimination. If the complaint alleges discrimination, the Primary Officer shall note in writing the date the complaint was received by the Primary Officer and begin an investigation. Also, if the complaint alleges sexual violence, the Primary Officer shall notify the complainant that the complainant may report the conduct to the appropriate law enforcement office. If the Primary Officer has received a report of conduct which alleges discrimination, the Primary Officer shall summarize the information in writing, note in writing the date the information was received by the Primary Officer and begin an investigation. If the complaint does not allege discrimination, the Primary Officer shall meet with the person filing the complaint and notify the person that the complaint does not allege discrimination and that no investigation will be conducted. In addition, the Primary Officer shall notify the person by letter or email of this conclusion. The Primary Officer shall inform the person that the person may bring the information to the TMCC Human Resources Office or to the TMCC student conduct officer.

The Primary Officer shall notify the TMCC police, general counsel, and President if a complaint of sexual harassment is received which requires the person subject to the investigation to be placed on administrative leave and excluded from one or more of the TMCC properties. A person may be placed on administrative leave and excluded from the TMCC properties if necessary to reduce or eliminate any contact between the subject of the investigation and the person alleging sexual harassment, to protect life, limb or property, or to insure maintenance of order. The President may consult with the TMCC police and general counsel or other faculty and staff before placing a person on administrative leave and excluding the person from the TMCC properties.

The Primary Officer shall notify the TMCC police, general counsel, and President if a complaint of discrimination other than sexual harassment is received and the conduct alleged may be a threat to protect life, limb or property, or to the maintenance of order. The President may consult with the TMCC police and general counsel before placing a person on administrative leave and excluding the person from the TMCC properties.

The Primary Officer shall begin the investigation by interviewing the complainant. At that time, the Primary Officer shall notify the complainant of the right to have an advisor for assistance, support, and advice and shall postpone the initial interview upon the request of the complainant to identify an advisor. The Primary Officer shall ask the complainant

1. for all relevant information including who did the discriminatory acts, what happened, where it occurred, when it occurred and why it occurred
2. for the names and contact information for all witnesses and documentary evidence including electronic mail and information maintained electronically
3. what resolution would the complainant propose, if any
4. any other relevant facts

The Primary Officer shall interview the person who is alleged to have committed discrimination. At that time, the Primary Officer shall notify this person of the right to have an advisor for assistance, support, and advice and shall postpone the initial interview upon the request of the person to identify an advisor. During that interview, the Primary Officer shall ask

1. for a response to all information provided by the complainant
2. for the names and contact information for all witnesses and documentary evidence including electronic mail and information maintained electronically
3. a response to the proposed resolution
4. any other relevant facts

The Primary Officer shall interview witnesses suggested by either party and gather all documentary evidence. The Primary Officer need not interview witnesses with only information tangential to the complaint or who will provide repetitive information. The Primary Officer may consult with the general counsel, the student conduct officer, and any other faculty or staff during the investigation.

The investigation must be completed within 45 days of the date the complaint was received by the Primary Officer unless the Primary Officer notifies the complainant and the subject of the complaint that extraordinary circumstances require additional time by email or in writing. Such notice must be given within 45 days of the complaint being received and state the date by which the investigation shall be complete.

Upon completion of the investigation, the Primary Officer shall submit a written report to the President. The report shall make findings based upon the preponderance of the evidence. Also, the Primary Officer shall include a recommendation regarding a resolution of the matter. The recommendation is advisory only.

If a report of conduct which may be discrimination is received by the Primary Officer and no complaint is filed, the Primary Officer shall investigate all of the facts and circumstances regarding that report. The Primary Officer shall submit a written report to the President summarizing the facts and circumstances and making recommendations appropriate to the circumstances to the President.

The President shall accept or reject the recommendation made by the Primary Officer within 10 college working days of receipt of the written report. If disciplinary action is required to implement the course of action being pursued by the President¸ then the procedures of NSHE Code, Title 2, Chapter 6, or Chapter 10, or NRS and NAC Chapter 284 shall be initiated. Within 5 college working days of the President's rejection or acceptance of the recommendation, the President shall notify the complainant and the person accused of discrimination of the outcome of the investigation. That notice shall be either in writing or by email to the last known mailing or email address of the person. In the case of harassment complaints, the notice to the complainant shall include any action which directly relates to the victim of harassment and his or her safety.

NSHE Policy Against Discrimination and Sexual Harassment and Complaint Procedure

Board of Regents Handbook, Title 4, Chapter 8, Section 13.

Discrimination and harassment complaints may be filed with the Primary Officer by a student, faculty, staff or guest. The Primary Officer is designated as the Title IX Coordinator as well. The Primary Officer for receiving complaints, investigating and making recommendations regarding complaints of discrimination is:

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Human Resources Director 7000 Dandini Blvd.,
Red Mountain Building 211 Reno, Nevada 89512
   Voice: 775-674-7654 Fax: 775-674-7560
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Introduction

This policy is divided into four parts. Section A states the NSHE policy against discrimination. Section B states the NSHE policy against sexual harassment, training requirements, and sexual harassment definition and examples. Section C describes the remedies and interim measures that are available. Section D contains the complaint and investigation procedure for discrimination and sexual harassment complaints. These procedures are in addition to disciplinary complaints brought against professional employees or students under Title 2, Chapter 6, Chapter 8 or Chapter 10 of the NSHE Code (or if applicable, institution student codes of conduct), or against classified employees under the Nevada Administrative Code Chapter 284 or Desert Research Institute Technologists under the Technologists Manual. However, information gathered as part of the complaint process under this section may be used in connection with disciplinary proceedings.

Title IX Notice of Non-Discrimination

NSHE and its member institutions do not discriminate on the basis of sex in their education programs and activities; Title IX of the Education Amendments Act of 1972 is a federal law that states at 20 U.S.C. §1681(a):

'No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.'

The Chancellor and each president shall designate an administrator to serve as the Title IX coordinator, whose duties shall include overseeing all Title IX complaints and identifying and addressing any patterns or systemic problems that arise during the review of such complaints.

Inquiries concerning the application of Title IX may be referred to each member institution's Title IX coordinator or the Office for Civil Rights of the United States Department of Education. Each member institution shall include on its website and in its general catalog, its Title IX coordinator's name, office address, telephone number, and email address.

Although it is the application of Title IX to athletics that has gained the greatest public visibility, the law applies to every single aspect of education, including course offerings, counseling and counseling materials, financial assistance, student health and insurance benefits and/or other services, housing, marital and parental status of students, physical education and athletics, education programs and activities sponsored by the institution, and employment.

Member institutions shall notify all students and employees of the name or title and contact information of its Title IX coordinator.

A. NSHE Non-Discrimination Policy

1. Policy Applicability and Sanctions.

The Nevada System of Higher Education (NSHE) is committed to providing a place of work and learning free of discrimination on the basis of a person's age, disability, whether actual or perceived by others (including service-connected disabilities), gender (including pregnancy related conditions), military status or military obligations, sexual orientation, gender identity or expression, genetic information, national origin, race, or religion. Where discrimination is found to have occurred, the NSHE will act to stop the discrimination, to prevent its recurrence, to remedy its effects, and to discipline those responsible.

No employee or student, either in the workplace or in the academic environment, should be subject to discrimination.

It is expected that students, faculty and staff will treat one another and campus visitors with respect.

All students, faculty, staff, and other members of the campus community are subject to this policy. Students, faculty, or staff who violate this policy are subject to discipline up to and including termination and/or expulsion, in accordance with the NSHE Code (or in the case of students, any applicable student code of conduct) or, in the case of classified employees, the Nevada Administrative Code or, in the case of Desert Research Institute (DRI) technologists, the Technologists Manual. Other lesser sanctions may be imposed, depending on the circumstances. Complaints may also be filed against visitors, consultants, independent contractors, service providers and outside vendors whose conduct violates this policy, with a possible sanction of limiting access to institution facilities and other measures to protect the campus community.

2. Non-discrimination Policy and Prevention of Sexual Harassment Training.

a. Non-discrimination Policy.

All employees shall be given a copy of this non-discrimination policy and each institution shall maintain documentation that each employee received the nondiscrimination policy. New employees shall be given a copy of this policy at the time of hire and each institution's Human Resources Office shall maintain documentation that each new employee received the policy.

Each institution shall provide this policy to its students at least annually and may do so electronically.

Each institution shall include this policy and complaint procedure on its website and in its general catalog.

Each institution shall have an ongoing non-discrimination training program and shall designate a person or office to be responsible for such training.

b. Prevention of Sexual Harassment Training.

Within six months after an employee is initially appointed to NSHE, the employee shall receive training regarding the prevention of sexual harassment. At least once every two years after the appointment,

an employee shall receive training concerning the prevention of sexual harassment.

3. Discriminatory Acts.

It is illegal to discriminate in any aspect of employment or education, such as:

- hiring and firing;
- compensation, assignment, or classification of employees;
- transfer, promotion, layoff, or recall;
- job advertisements;
- recruitment;
- testing;
- grading;
- acceptance or participation in an academic program or school activity;
- use of employer's facilities;
- training programs;
- fringe benefits; Rev. 268 (12/15) Title 4, Chapter 8, Page 10
- pay, retirement plans, and disability accommodations or leave; or
- other terms and conditions of employment.

Determining what constitutes discrimination under this policy will be accomplished on a case- by-case basis and depends upon the specific facts and the context in which the conduct occurs. Some conduct may be inappropriate, unprofessional, and/or subject to disciplinary action, but would not fall under the definition of discrimination. The specific action taken, if any, in a particular instance depends on the nature and gravity of the conduct reported, and may include non-discrimination related disciplinary processes.

Discriminatory acts also include:

- discrimination on the basis of a person's age, disability (including service connected disabilities), gender (including pregnancy related conditions), military status or military obligations, sexual orientation, gender identity or expression, genetic information, national origin, race, or religion;
- retaliation against an individual for filing a charge of discrimination, participating in an investigation, or opposing discriminatory acts;
- employment or education decisions based on stereotypes or assumptions about the abilities, traits or performance of individuals of a certain age, disability (including service-connected disabilities), gender (including pregnancy related condition), military status or military obligations, sexual orientation, gender identity or expression, genetic information, national origin, race, or religion; and
- severe, persistent or pervasive conduct that has the purpose or effect of substantially interfering with an individual's academic or work performance, or of creating an intimidating, hostile or offensive environment in which to work or learn.

This behavior is unacceptable in the work place and the academic environment. Even one incident, if it is sufficiently serious, may constitute discrimination. One incident, however, does not necessarily constitute discrimination.

B. Policy Against Sexual Harassment

1. Sexual Harassment is Illegal Under Federal and State Law.

The Nevada System of Higher Education (NSHE) is committed to providing a place of work and learning free of sexual harassment, including sexual violence. Where sexual harassment is found to have occurred, the NSHE will act to stop the harassment, to prevent its recurrence, to remedy its effects, and to discipline those responsible in accordance with the NSHE Code, in the case of students, any applicable student code of conduct, in the case of classified employees, the Nevada Administrative Code, or in the case of DRI technologists, the Technologists Manual. Sexual harassment, including sexual violence, is a form of discrimination; it is illegal.

No employee or student, either in the workplace or in the academic environment, should be subject to unwelcome verbal or physical conduct that is sexual in nature. Sexual harassment does not refer to occasional compliments of a socially acceptable nature. It refers to behavior of a sexual nature that is not welcome, that is personally offensive, and that interferes with performance. It is expected that students, faculty and staff will treat one another with respect.

2. Policy Applicability and Sanctions

All students, faculty, staff, and other members of the campus community are subject to this policy. Individuals who violate this policy are subject to discipline up to and including termination and/or expulsion, in accordance with the NSHE Code (or applicable Student Code of Conduct), in the case of classified employees, the Nevada Administrative Code, or in the case of DRI technologists, the Technologists Manual. Other, lesser sanctions may be imposed, depending on the circumstances.

3. Training, Employees and Students.

All employees shall be given a copy of this policy and each institution shall maintain documentation that each employee received the policy. New employees shall be given a copy of this policy at the time of hire and each institution's Human Resources Office shall maintain a record that each new employee received the policy.

Each institution shall provide this policy to its students at least annually and may do so electronically.

Each institution shall include this policy and complaint procedure on its website and in its general catalog.

Each institution shall have an on-going sexual harassment prevention and awareness campaign and training program for employees and students.

See also Special Training with Regard to Sexual Violence, Section D(4)(c) below.

4. Sexual Harassment Defined.

Under this policy, unwelcome sexual advances, requests for sexual favors, and other visual, verbal or physical conduct of a sexual or gender bias nature constitute sexual harassment when:

a. Educational Environment:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's academic status ("quid pro quo");

2. Conduct that is sufficiently severe, persistent or pervasive so as to interfere with or limit a student's ability to participate in or benefit from the services, activities or opportunities offered by the institution ("hostile environment").

b. Workplace Environment:

1. Submission to or rejection of the conduct is used as a basis for academic or employment decisions or evaluations, or permission to participate in an activity ("quid pro quo"); or

2. Conduct that is sufficiently severe, persistent or pervasive so as to create a work environment that a reasonable person would consider intimidating, hostile or abusive, and which may or may not interfere with the employee's job performance ("hostile environment").

Sexual violence is a severe form of sexual harassment, and refers to physical sexual acts or attempted sexual acts perpetrated against a person's will or where a person is incapable of giving consent, including but not limited to rape, sexual assault, sexual battery, sexual coercion or similar acts in violation of state or federal law.

5. Sexual Harassment Examples, Sexual Assault, Dating Violence, Domestic Violence, Stalking, Consent and Coercion Defined.

a. Sexual Harassment Examples. Sexual harassment may take many forms— subtle and indirect, or blatant and overt. For example,

- It may occur between individuals of the opposite sex or of the same sex.\
- It may occur between students, between peers and/or co-workers, or between individuals in an unequal power relationship (such as by a supervisor with regard to a supervised employee or an instructor regarding a current student).
- It may be aimed at coercing an individual to participate in an unwanted sexual relationship or it may have the effect of causing an individual to change behavior or work performance.
- It may consist of repeated actions or may even arise from a single incident if sufficiently severe.
- It may also rise to the level of a criminal offense, such as battery or sexual violence.
- Sexual violence is a physical act perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol or other factors which demonstrate a lack of consent or inability to give consent. An individual also may be unable to give consent due to an intellectual or other disability. Sexual violence includes, but is not limited to, rape, sexual assault, sexual battery, and sexual coercion.

Determining what constitutes sexual harassment under this policy is dependent upon the specific facts and the context in which the conduct occurs. Some conduct may be inappropriate, unprofessional, and/or subject to disciplinary action, but would not fall under the definition of sexual harassment. The specific action taken, if any, in a particular instance depends on the nature and gravity of the conduct reported, and may include disciplinary processes.

Examples of unwelcome conduct of a sexual or gender related nature that may constitute sexual harassment may, but do not necessarily, include, and are not limited to:

Rape, sexual assault, sexual battery, sexual coercion or other sexual violence;

Sexually explicit or gender related statements, comments, questions, jokes, innuendoes, anecdotes, or gestures;

Other than customary handshakes, uninvited touching, patting, hugging, or purposeful brushing against a person's body or other inappropriate touching of an individual's body;

Remarks of a sexual nature about a person's clothing or body;

Use of mail, text messages, social media, electronic or computer dissemination of sexually oriented, sex-based communications;

Sexual advances, whether or not they involve physical touching;

Requests for sexual favors in exchange for actual or promised job or educational benefits, such as favorable reviews, salary increases, promotions, increased benefits, continued employment, grades, favorable assignments, letters of recommendation;

Displaying sexually suggestive objects, pictures, magazines, cartoons, screen savers or electronic files;

Inquiries, remarks, or discussions about an individual's sexual experiences or activities and other written or oral references to sexual conduct.

Even one incident, if it is sufficiently serious, may constitute sexual harassment. One incident, however, does not necessarily constitute sexual harassment.

b. Sexual Assault.
Sexual Assault means a person subjects another person to sexual penetration, or forces another person to make a sexual penetration on himself or herself or another, or on a beast, against the will of the victim or under conditions in which the perpetrator knows or should know that the victim is mentally or physically incapable of resisting or understanding the nature of his or her conduct.

c. Dating Violence.
Dating Violence is an act committed by a person who is or has been in a "dating relationship" with the reporting party:

1. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. "Dating relationship" means frequent, intimate associations primarily characterized by the expectation of affection or sexual involvement. The term does not include a casual relationship or an ordinary association between persons in a business or social context; and

2. For the purpose of this definition:
Dating violence is committed by a person who is or has been in a social relationship of a romantic or intimate nature with the reporting party. Dating violence includes, but is not limited to, mental, sexual or physical abuse or the threat of such abuse.
Dating violence does not include acts covered under the definition of domestic violence.

For the purpose of complying with the requirements of this Section and 34 CFR 668.41, any incident meeting this definition is considered a crime for the purpose of Clery Act reporting.

d. Domestic Violence.
Domestic Violence is an act that includes but is not limited to violence that occurs when a person commits one of the following acts against or upon the person's spouse or former spouse, any other person to whom the person is related by blood or marriage, any other person with whom the person is or was actually residing, any other person with whom the person has had or is having a dating relationship, any other person with whom the person has a child in common, the minor child of any of those persons, the person's minor child or any other person who has been appointed the custodian or legal guardian for the person's minor child:

1. A battery.
2. An assault.
3. Compelling the other person by force or threat of force to perform an act from which the other person has the right to refrain or to refrain from an act which the other person has the right to perform.
4. A sexual assault.
5. A knowing, purposeful or reckless course of conduct intended to harass the other person. Such conduct may include, but is not limited to:

a. Stalking.
b. Arson.
c. Trespassing.
d. Larceny.
e. Destruction of private property.
f. Carrying a concealed weapon without a permit.
g. Injuring or killing an animal.

6. A false imprisonment.
7. Unlawful entry of the other person's residence, or forcible entry against the other person's will if there is a reasonably foreseeable risk of harm to the other person from the entry.

e. Stalking.
Stalking is defined to be when a person who, without lawful authority, willfully or maliciously engages in a course of conduct that would cause a reasonable person to feel terrorized, frightened, intimidated, harassed or fearful for the immediate safety of a family or household member, and that actually causes the victim to feel terrorized, frightened, intimidated, harassed or fearful for the immediate safety of a family or household member. Stalking includes but is not limited to:

1. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

a. Fear for the person's safety or the safety of others; or
b. Suffer substantial emotional distress.

2. For the purpose of this definition:

a. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens or communicates to or about, a person, or interferes with a person's property.
b. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
c. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

f. Coercion.
Coercion is:

- the use of violence or threats of violence against a person or the person's family or property;
- depriving or hindering a person in the use of any tool, implement or clothing;
- attempting to intimidate a person by threats or force, or
- when committed with the intent to compel a person to do or abstain from doing an act that the person has the right to do or abstain from doing.

In the context of sexual misconduct, coercion is the use of pressure to compel another individual to initiate or continue sexual activity against an individual's will. Coercion can include a wide range of behaviors, including intimidation, manipulation, threats, and blackmail. A person's words or conduct are sufficient to constitute coercion if they impair another individual's freedom of will and ability to choose whether or not to engage in sexual activity. Examples of coercion include threatening to "out" someone based on sexual orientation, gender identity, or gender expression and threatening to harm oneself if the other party does not engage in the sexual activity.

g. Consent.
Consent is defined as:

- An affirmative, clear, unambiguous, knowing, informed, and voluntary agreement between all participants to engage in sexual activity. Consent is active, not passive. Silence or lack of resistance cannot be interpreted as consent. Seeking and having consent accepted is the responsibility of the person(s) initiating each specific sexual act regardless of whether the person initiating the act is under the influence of drugs and/or alcohol.
- The existence of a dating relationship or past sexual relations between the participants does not constitute consent to any other sexual act.
- The definition of consent does not vary based upon a participant's sex, sexual orientation, gender identity or gender expression. • Affirmative consent must be ongoing throughout the sexual activity and may be withdrawn at any time. When consent is withdrawn or cannot be given, sexual activity must stop.
- Consent cannot be given when a person is incapacitated. Incapacitation occurs when an individual lacks the ability to fully, knowingly choose to participate in sexual activity. Incapacitation includes impairment due to drugs or alcohol (whether such use is voluntary or involuntary); inability to communicate due to a mental or physical condition; the lack of consciousness or being asleep; being involuntarily restrained; if any of the parties are under the age of 16; or if an individual otherwise cannot consent.
- Consent cannot be given when it is the result of any coercion, intimidation, force, or threat of harm.

C. Remedies and Interim Measures.

It may be necessary or advisable to take actions (as determined by the institution) designed to minimize the chance that the respondent will either continue to harass or retaliate against the complainant and to provide additional support to the complainant. Such actions (as determined by the institution) may also be necessary or advisable on behalf of a respondent. The measures themselves must not amount to retaliation against the complainant or the respondent. Depending on the specific nature of the problem, interim measures and final remedies may include, but are not limited to:

For Students:

- Issuing a no contact directive;
- Providing an effective escort to ensure safe movement between classes and activities;
- Not sharing classes or extracurricular activities;
- Moving to a different residence hall (complainants should only be moved upon their request);
- Providing written information regarding institution and community services including but not limited to medical, counseling and academic support services, such as tutoring;
- Providing extra time to complete or re-take a class or withdraw from a class without an academic or financial penalty;
- Restricting to online classes;
- Providing information regarding campus transportation options;
- Reviewing any disciplinary actions taken against the complainant to see if there is a connection between the sexual violence and the misconduct that may have resulted in the complainant being disciplined1 ; and
- Requiring the parties to report any violations of these restrictions.

For Employees:

- Provide an effective escort to ensure safe movement between work area and/or parking lots/other campus locations;
- Issuing a no contact directive;
- Placement on paid leave (not sick or annual leave);
- Placement on administrative leave;
- Transfer to a different area/department or shift in order to eliminate or reduce further business/social contact;
- Providing information regarding campus transportation options;
- Instructions to stop the conduct;
- Providing information regarding institution and community services including medical, counseling and Employee Assistance Program;
- Reassignment of duties;
- Changing the supervisory authority; and
- Directing the parties to report any violations of these restrictions.

Interim measures and final remedies may include restraining orders, or similar lawful orders issued by the institution, criminal, civil or tribal courts. Interim measures and final remedies will be confidential to the extent that such confidentiality will not impair the effectiveness of such measures or remedies.

Final remedies may also include review and revision of institution sexual misconduct policies, increased monitoring, supervision or security at locations where incidents have been reported; and increased and/or targeted education and prevention efforts.

Any interim measures or final remedies shall be monitored by the Title IX coordinator throughout the entire process to assess whether the interim measures or final remedies meet the goals of preventing ongoing harassment or discrimination, protecting the safety of the parties and preventing retaliatory conduct.

D. Complaint and investigation Procedure.

This section provides the complaint and investigation procedure for complaints of discrimination or sexual harassment, including sexual violence (except that complaints against students may be referred to student disciplinary processes)2 . The Chancellor (for

the System Office) and each president shall designate no fewer than two administrators to receive complaints. The administrators designated to receive the complaints may include the following: (1) the Title IX coordinator; (2) the affirmative action officer; (3) the human resources officer; or (4) any other officer designated by the president. The president shall also designate a primary investigating officer (primary officer) to process all complaints. The primary officer may be any of the individuals identified in this paragraph. All complaints, whether received by the affirmative action officer, human resources officer or other designated officer, must immediately be forwarded to the primary officer. All Title IX complaints must be immediately forwarded to the Title IX coordinator.

An individual filing a complaint of alleged discrimination or sexual harassment shall have the opportunity to select an independent advisor for assistance, support, and advice and shall be notified of this opportunity by the primary officer, or the primary officer's designee. It shall be the choice of the individual filing the complaint to utilize or not utilize the independent advisor. The independent advisor may be brought into the process at any time at the request of the complainant. The means and manner by which an independent advisor shall be made available shall be determined by each institution or unit.

An individual against whom a complaint of alleged discrimination or sexual harassment is filed shall have the opportunity to select an independent advisor for assistance, support, and advice and shall be notified of this opportunity by the primary officer, or by the primary officer's designee. It shall be the choice of the individual against whom the complaint is filed to utilize or not utilize the independent advisor. The independent advisor may be brought into the process at any time at the request of the respondent. The means and manner by which an independent advisor shall be made available shall be determined by each institution or unit.

The individual filing a complaint of sexual harassment and the individual against whom a complaint is filed must be provided with a written explanation of their rights and options, including the available interim measures, and written notification of services available to victims on campus and in the community.

If anyone in a supervisory, managerial, administrative or executive role or position, such as a supervisor, department chair, or director of a unit, receives a complaint of alleged discrimination or sexual harassment, or observes or becomes aware of conduct that may constitute discrimination or sexual harassment, the person must immediately contact one of the individuals identified in this section above to forward the complaint, to discuss it and/or to report the action taken. Title IX complaints must be immediately provided to the Title IX coordinator.

Complaints of discrimination or sexual harassment should be filed as soon as possible with the supervisor, department chair, dean, or one of the administrators listed in this section above and/or designated by the president to receive complaints of alleged sexual harassment or discrimination.

1. Employees.

a. An employee who believes that he or she has been subjected to discrimination or sexual harassment by anyone is encouraged—but it is neither necessary nor required, particularly if it may be confrontational—to promptly tell the person that the conduct is unwelcome and ask the person to stop the conduct. An employee is not required to do this before filing a complaint. A person who receives such a request must immediately comply with it and must not retaliate against the employee.

b. The employee may file a discrimination or sexual harassment complaint with his or her immediate supervisor, who will in turn immediately contact one of the officials listed in Section D above.

c. If the employee feels uncomfortable about discussing the incident with the immediate supervisor, the employee should feel free to bypass the supervisor and file a complaint with one of the other listed officials or with any other supervisor.

d. After receiving any employee's complaint of an incident of alleged discrimination or sexual harassment, the supervisor will immediately contact any of the individuals listed in Section D above to forward the complaint, to discuss it and/or to report the action taken. The supervisor has a responsibility to act even if the individuals involved do not report the complaint to that supervisor.

2. Students.

a. A student who believes that he or she has been subjected to discrimination or sexual harassment by anyone is encouraged—but it is neither necessary nor required particularly if it may be confrontational—to promptly tell the person that the conduct is unwelcome and ask the person to stop the conduct. A student is not required to do this before filing a complaint. A person who receives such a request must immediately comply with it and must not retaliate against the student.

b. The student may file a complaint with his or her major department chair or director of an administrative unit, who will in turn immediately contact one of the officials listed in Section D above.

c. If the student feels uncomfortable about discussing the incident with the department chair or director of an administrative unit, the student should feel free to bypass the person and file a complaint with one of the above officials in Section D or to any chair, dean, or director of an administrative unit who will in turn immediately contact one of the officials listed above in Section D to forward the complaint, to discuss it and/or to report the action taken. The chair, dean or director of an administrative unit has a responsibility to act even if the individuals involved do not report to that person.

3. Non-Employees and Non-Students.

Individuals who are neither NSHE employees nor NSHE students and who believe they have been subjected to discrimination or sexual harassment by a NSHE employee during the employee's work hours or by a NSHE student on campus or at a NSHE-sponsored event may utilize any of the complaint processes set forth above in this Section D.

4. Training, Investigation and Resolution.

a. General Requirements. The Title IX coordinator, executives, administrators designated to receive complaints, primary officer or designee, and appropriate management with decision-making authority shall have training or experience in handling discrimination and sexual misconduct complaints, and in the operation of the NSHE and Nevada Administrative Code disciplinary procedures.

b. Primary Prevention and Awareness Training. Institutions must offer new students and new employees primary prevention and awareness training that promotes awareness of rape, domestic violence, dating violence, sexual assault and stalking as defined in this policy. The training must address safe and positive options for bystander intervention to prevent harm or intervene in risky situations and the recognition of abusive behavior and how to avoid potential attacks.

c. Special Training With Regard to Sexual Violence. The training for each of the individuals identified in paragraph 4.a above, should include annual training on how to investigate and conduct hearings in a manner that protects the safety of complainants and promotes accountability; information on working with and interviewing persons subjected to sexual violence; information on particular types of conduct that would constitute sexual violence, including stalking and same-sex sexual violence; the proper standard of review for sexual violence complaints (preponderance of the evidence); information on risk reduction; information on consent and the role drugs or alcohol can play in the ability to consent; the importance of accountability for individuals found to have committed sexual violence; the need for remedial actions for the respondent, complainant, and institution community; how to determine credibility; how to evaluate evidence and weigh it in an impartial manner; how to conduct investigations; confidentiality; the effects of trauma, including neurobiological change; and cultural awareness training regarding how sexual violence may impact students differently depending on their cultural backgrounds.

d. Investigation. After receiving a complaint of the incident or behavior, the primary officer, or designee, will initiate an investigation to gather information about the incident. If the primary officer is unable to initiate an investigation, due to a conflict or for any other reason, the president shall designate another individual to act as primary officer for the matter. Each institution may set guidelines for the manner in which an investigation shall be conducted. The guidelines shall provide for the prompt, thorough, impartial, and equitable investigation and resolution of complaints, and shall identify the appropriate management level with final decision-making authority. The guidelines shall, at a minimum, provide the person subject to the complaint with information as to the nature of the complaint, and shall further provide that the person filing the complaint and the person who is the subject of the complaint have equal rights to be interviewed, identify witnesses and provide documentation pertaining to the complaint. In most cases, an investigation should be completed within 45 calendar days of receipt of the complaint.

e. Standard of Review. The standard for evaluating complaints shall be a preponderance of the evidence (i.e., the evidence establishes that it is more likely than not that the prohibited conduct occurred). At the completion of the investigation, findings and a recommendation will be made to the appropriate management regarding the resolution of the matter. The recommendation is advisory only.

f. Management Determination. After the recommendation has been made, a determination will be made by appropriate management regarding the resolution of the matter. If warranted, disciplinary action up to and including involuntary termination or expulsion will be taken. Any such disciplinary action shall be taken, as applicable, in accordance with NSHE Code Chapter 6, Chapter 8 or Chapter 10 (or applicable Student Code of Conduct), or, in the case of classified employees, Nevada Administrative Code (NAC) Chapter 284, or in the case of DRI technologists, the Technologists Manual. Other appropriate actions will be taken to correct problems and remedy effects, if any, caused by the conduct, if appropriate. If proceedings are initiated under Title 2, Chapter 6, Chapter 8 or Chapter 10, the applicable Student Code of Conduct, the NAC Chapter 284, or Technologists Manual, the investigation conducted pursuant to this policy may be used as part of such investigations. The administrative officer, in his or her discretion, may also supplement the investigation with additional investigation. In any disciplinary hearings conducted pursuant to a Student Code of Conduct or under Title 2, Chapter 6, Chapter 8, Chapter 10, the NAC Chapter 284, or Technologists Manual, the standard of evidence shall be by a preponderance of the evidence, (i.e., the evidence establishes that it is more likely than not that the prohibited conduct occurred). In connection with any such disciplinary hearings, the person filing the complaint and the person who is the subject of the complaint have equal rights to be interviewed, identify witnesses, and provide and receive documentation and witness lists pertaining to the complaint, and if an appeal is provided, to appeal the decision.

g. Parties to be Informed. After the appropriate management has made a determination regarding the resolution of the matter, and depending on the circumstances, both parties may be informed concurrently of the resolution (see subparagraph i below).

h. Confidentiality of Actions Taken. In the event actions are taken against an individual under NSHE Code Title 2, Chapter 6, Chapter 8 or Chapter 10 (or applicable Student Code of Conduct) or NAC Chapter 284, or the Technologists Manual, such matters generally remain confidential under those sections, except that final decisions following hearings or appeals of professional employees and State of Nevada personnel hearings

involving classified employees are public records. Student matters generally remain confidential under the Family Educational Rights and Privacy Act, 20 U.S.C. §1232g, 34 CFR Part 99 (FERPA).

i. Crime of Violence Exception to the Family Educational Rights and Privacy Act (FERPA). When discriminatory conduct or sexual harassment involves a crime of violence or a non-forcible sexual offense, FERPA permits the institution to disclose to the complainant the final results (limited to the name of the respondent, any violation found to have been committed, and any sanction imposed) of a disciplinary proceeding against the respondent, regardless of whether the institution concluded that a violation was committed. With respect to an institutional disciplinary proceeding alleging sexual violence, domestic violence, dating violence or stalking offense, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 U.S.C. §1092 (f). 34 CFR 668.46 (Clery Act) requires that the accuser and the accused must be simultaneously informed of the outcome.

j. Disclosure of Sanction Imposed. In the event a student is found to have engaged in sexual harassment of another student, the institution shall disclose to the student who was harassed, information about the sanction imposed on the student who was found to have engaged in harassment when the sanction directly relates to the harassed student.

k. Resignation of Employee or Withdrawal of Student. If a student respondent withdraws from the institution or an employee respondent ends employment (e.g., resigns, retires) while an investigation of a complaint involving gender discrimination or sexual harassment is pending under this policy, the Title IX coordinator shall take appropriate action, which may include completing the investigation to the extent reasonably practicable, in order to prevent the reoccurrence of and to remedy the effects of the alleged misconduct.

l. Title IX Coordinator Monitoring. The institution Title IX coordinator has primary responsibility for coordinating the institution's efforts to comply with and carry out its responsibilities under Title IX. The Title IX coordinator is responsible for monitoring all aspects of the investigation and any disciplinary process to help ensure that:

1. the process is fair and equitable to both the complainant and the respondent;

2. the applicable policies and procedures of NSHE and of the institution are followed; and

3. the interim measures and final remedies are followed.

5. Prompt Attention.

Complaints of discrimination or sexual harassment are taken seriously and will be dealt with promptly, thoroughly, impartially, and equitably. Where discrimination is found to have occurred, the NSHE institution or unit where it occurred will act to stop the discrimination or sexual harassment, to prevent its recurrence, to remedy its effects, if any, and to discipline those responsible. Rev. 268 (12/15) Title 4, Chapter 8, Page 23

6. Confidentiality.

The NSHE recognizes that confidentiality is important. However, in some limited circumstances confidentiality cannot be guaranteed. The administrators, faculty or staff responsible for implementing this policy will respect the privacy of individuals reporting or accused of discrimination or sexual harassment to the extent reasonably possible and will maintain confidentiality to the extent possible. Examples of situations where confidentiality cannot be maintained include, but are not limited to, necessary disclosures during an investigation, circumstances where the NSHE is required by law to disclose information (such as in response to legal process), or when an individual is in harm's way.

a. Confidentiality in Complaints Involving Sexual Violence. In complaints involving sexual violence the following applies:

1. Varying Confidentiality Obligations. Complainants who are victims of sexual violence are encouraged to talk to somebody about what happened in order for them to receive the support they need, and so the institution can respond appropriately. Different individuals at the institution have different abilities to maintain a complainant's confidentiality:

- Some are required to maintain near complete confidentiality; talking to them is sometimes called a "privileged communication."
- Other employees may talk to a complainant in confidence, and generally only report to the institution that an incident occurred without revealing any personally identifying information. Disclosures to these employees will not trigger investigation into an incident against the complainant's wishes, except in certain circumstances discussed below.
- Complainants are encouraged to talk to one of the individuals identified in this Section 6.
- Some employees are required to report all the details of an incident (including the identities of both the complainant and all others involved) to the Title IX coordinator. A report to these employees (called "responsible employees") constitutes a report to the institution – and generally obligates the institution to investigate the incident and take appropriate steps to address the situation.

This policy is intended to make employees, students and others aware of the various reporting and confidential disclosure options available to them so they can make informed choices about where to turn should they want to report an act of sexual violence. The institution encourages such complainants to talk to someone identified in one or more of these groups.

2. Privileged and Confidential Communications. A complainant or respondent may wish to consult with professional counselors, pastoral counselors or others. Certain professionals are not required to report incidents unless they have been granted permission:

- Professional Counselors. Professional, licensed counselors who provide mental-health counseling to members of the institution community (and including those who act in that role under the supervision of a licensed counselor) are not required to report any information about an incident to the Title IX coordinator without a complainant's permission.
- Pastoral Counselors. A complainant and/or a respondent may choose to consult with a non-institution pastoral counselor and is encouraged to discuss confidentiality with that individual.
- Under Nevada law other professionals who may maintain confidentiality include lawyers, psychologists, doctors, social workers, and victim advocates employed by non-profit entities.

3. Complainant Options. A complainant who reports an act of sexual violence to a professional listed above in Section 6.a.2 must understand that, if they want to maintain confidentiality, the institution will be unable to conduct a full investigation into the incident and will likely be unable to pursue disciplinary action against the respondent.

A complainant who at first requests confidentiality may later decide to file a complaint with the institution or report the incident to local law enforcement, and thus have the incident fully investigated. A complainant shall be assisted in reporting the incident to local law enforcement if the complainant requests such assistance.

Other Reporting Obligations: While professional counselors may maintain a complainant's confidentiality vis-à-vis the institution, they may have reporting or other obligations under state law. For example, there may be an obligation to report child abuse, an immediate threat of harm to self or others, or to report in the case of hospitalization for mental illness.

NSHE Employee Assistance Program providers would follow these guidelines, as would professionals in NSHE institution student counseling and psychological services areas, and professionals in community health clinics that reside on or are associated with NSHE institutions.

b. Reporting to "Responsible Employees [3] ."

1. "Responsible Employees" Defined and Duties. A "responsible employee" is an employee who has the duty to report incidents of sexual violence or other sexual misconduct, or who a complainant could reasonably believe has this authority or duty. When a complainant reports an incident of sexual violence to a responsible employee, the complainant has the right to expect the institution to take prompt and appropriate steps to investigate what happened and to resolve the matter promptly and equitably.

A responsible employee must report to the Title IX coordinator all relevant details about the alleged sexual violence shared by the complainant and that the institution will need to determine what happened – including the name(s) of the complainant, respondent(s) and any witnesses, and any other relevant facts, including the date, time and specific location of the alleged incident. To the extent possible, information reported to a responsible employee will be shared only with people responsible for handling the institution's response to the report. A responsible employee should not share information with law enforcement without the complainant's consent or unless the complainant has also reported the incident to law enforcement.

Institutions must identify in their policies those employees who are designated as "responsible employees" and may also designate those employees who are not considered "responsible employees." Responsible employees may include but are not limited to the following employees (or categories of employees):

- Title IX coordinator
- Anyone in a supervisory, managerial, administrative or executive role or positions, such as a provost, vice provost, vice president, dean, department chair, director of a unit, resident director, resident assistant, supervisor, student advocate or faculty advisors to student clubs.

Before a complainant reveals any information to a responsible employee, the employee will inform the complainant of the employee's reporting obligations. If the complainant wants to maintain confidentiality, the employee will direct the complainant to confidential resources.

If the complainant wants to tell the responsible employee what happened but also wants to maintain confidentiality, the employee will inform the complainant that the institution will consider the request, but cannot guarantee that the institution will honor it. In reporting the details of the incident to the Title IX coordinator, the responsible employee will also inform the coordinator of the complainant's request for confidentiality. Responsible employees will not pressure a complainant regarding the extent of the report the complainant wants to make. Responsible employees will not pressure a complainant to request confidentiality, but will honor and support the complainant's wishes, including for the institution to fully investigate an incident. By the same token, responsible employees will not pressure a complainant to make a full report if the complainant is not ready to make such a report.

2. Requesting Confidentiality From the Institution: How the Institution Will Weigh the Request and Respond.

a. Request for Confidentiality. If a complainant discloses an incident to a responsible employee but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted or disciplinary action taken, the institution will weigh that request against the institution's obligation to provide a safe, non-discriminatory environment for everyone, including the complainant. If the Institution honors the request for confidentiality, a complainant will be informed that the institution's ability to investigate the incident and pursue disciplinary action against the respondent may be limited.

There are times when, in order to provide a safe, nondiscriminatory environment for all, the institution may not be able to honor a complainant's request for confidentiality. The institution shall designate an individual to evaluate requests for confidentiality made by a complainant.

b. Factors to Be Considered. When weighing a complainant's request for confidentiality or a complainant's request that no investigation or discipline be pursued, the institution will consider a range of factors, including the following:

i. The increased risk that the identified respondent will commit additional acts of sexual or other violence, such as:

- whether there have been other sexual violence complaints about the same respondent;
- whether the respondent has a history of arrests or other records indicating a history of violence;
- whether the respondent threatened further sexual violence or other violence against the complainant or others;
- whether the sexual violence was committed by multiple persons;
- whether the circumstances of the incident indicate that the behavior was planned by the respondent or others;

ii. Whether the reported sexual violence was committed with a weapon;
iii. Whether the complainant is a minor;
iv. Whether the institution possesses other means to obtain relevant evidence of the reported sexual violence (e.g., security cameras or personnel, physical evidence);
v. Whether the complainant's information reveals a pattern of behavior (e.g., illicit use of drugs, alcohol, coercion, intimidation) at a given location or by a particular group;
vi. Other factors determined by the institution that indicate the respondent may repeat the behavior or that others may be at risk.

Based on one or more of these factors, the institution may decide to investigate and, if appropriate, pursue disciplinary action even though the complainant requested confidentiality or requested that no investigation or disciplinary action be undertaken. If none of these factors is present, the institution will work to respect the complainant's request for confidentiality.

c. Actions After Decision to Disclose. If the institution decides that a complainant's confidentiality cannot be maintained, the institution will inform the complainant in writing or via email prior to starting an investigation and the institution will, to the extent possible, only share information

with people responsible for handling the institution's response.

The institution will inform the respondent that retaliation against the complainant is prohibited and will take ongoing steps to protect the complainant from retaliation or harm and work with the complainant to create a safety plan. Retaliation against the complainant, whether by the respondent, or employees, students or others, will not be tolerated. The institution will also:

1. assist the complainant in accessing other available advocacy, academic support, counseling, disability, health or mental health services, and legal assistance both on and off institution property;
2. provide other security and support, which could include issuing a no-contact order, helping arrange a change of living or working arrangements or course schedules (including for the respondent pending the outcome of an investigation) or adjustments for assignments or tests;
3. inform the complainant of the right to report a crime to the institution and/or local law enforcement and to have a criminal investigation proceed simultaneously; and
4. provide the complainant with assistance if the complainant wishes to report a crime.

The institution will not require a complainant or a respondent to participate in any investigation or disciplinary proceeding.

Because the institution is under a continuing obligation to address the issue of sexual violence institution-wide, reports of sexual violence (including non-identifying reports) will also prompt the institution to consider broader remedial action – such as increased monitoring, supervision or security at locations where the reported sexual violence occurred; increasing education and prevention efforts, including to targeted population groups; conducting climate assessments/ complainant surveys; and/or revisiting its policies and practices.

Issuance of Timely Warning: If the institution determines that the respondent poses a serious and immediate threat to the institution community, police or security services may be called upon to issue a timely warning to the community. Any such warning will not include any information that identifies the complainant.

If the institution determines that it can follow a complainant's request for confidentiality, the institution will also take immediate action as necessary to protect and assist the complainant.

d. Reports to Other NSHE Institutions. If a responsible employee receives a complaint about sexual misconduct that has occurred at another NSHE institution, the responsible employee shall report the information to his or her Title IX coordinator, who shall provide the information to the Title IX coordinator at the other NSHE institution.

e. Public Awareness Events—Not Notice to the Institution. Public awareness events such as "Take Back the Night," the Clothesline Project, candlelight vigils, protests, "survivor speak outs" or other forums in which complainants disclose incidents of sexual violence, are not considered notice to the institution of sexual violence for purposes of triggering the institution's obligation to investigate any particular incident(s). Such events may, however, inform the need for institution-wide education and prevention efforts, and the Institution will provide information about complainants' Title IX rights at these events.

f. Off-Institution Counselors and Advocates. Off-institution counselors, advocates, and health care providers will also generally maintain confidentiality and will not share information with the institution unless the complainant requests the disclosure and signs a consent or waiver form.

7. Retaliation.

Retaliation against an individual who in good faith complains of alleged discrimination or sexual harassment or provides information in an investigation about behavior that may violate this policy is against the law, will not be tolerated, and may be grounds for discipline. Retaliation in violation of this policy may result in discipline up to and including termination and/or expulsion. Any employee or student bringing a discrimination or sexual harassment complaint or assisting in the investigation of such a complaint will not be adversely affected in terms and conditions of employment and/or academic standing, nor discriminated against, terminated, or expelled because of the complaint. Intentionally providing false information is also grounds for discipline.
"Retaliation" may include, but is not limited to, such conduct as:

- the denial of adequate personnel to perform duties;
- frequent replacement of members of the staff;

- frequent and undesirable changes in the location of an office;
- the refusal to assign meaningful work;
- unwarranted disciplinary action;
- unfair work performance evaluations;
- a reduction in pay; • the denial of a promotion;
- a dismissal;
- a transfer;
- frequent changes in working hours or workdays;
- an unfair grade;
- an unfavorable reference letter.

a. Employees

1. An employee who believes that he or she has been subjected to retaliation may file a retaliation complaint with his or her immediate supervisor, who will in turn immediately contact the Title IX coordinator or any other responsible employee designated by the institution.
2. If the employee feels uncomfortable about discussing the alleged retaliation with the immediate supervisor, the employee should feel free to bypass the supervisor and file a complaint with the Title IX coordinator, any responsible employee designated by the institution or with any other supervisor.
3. After receiving any employee's complaint of an incident of alleged retaliation, the supervisor will immediately contact the Title IX coordinator or a responsible employee designated by the institution to forward the complaint, to discuss it and/or to report the action taken. The supervisor has a responsibility to act even if the individuals involved do not report to that supervisor.

b. Students

1. A student who believes that he or she has been subjected to retaliation may file a retaliation complaint with his or her major department chair or director of an administrative unit, who will in turn immediately contact the Title IX coordinator or any responsible employee designated by the institution.
2. If the student feels uncomfortable about discussing the alleged retaliation with the department chair or director of an administrative unit, the student should feel free to bypass the person and file a complaint with the Title IX coordinator, a responsible employee designated by the institution, or to any chair, dean, or director of an administrative unit who will in turn immediately contact one of the those officials to forward the complaint, to discuss it and/or to report the action taken. The chair, dean or director of an administrative unit has a responsibility to act even if the individuals involved do not report to that person.

c. Complaints of retaliation under Title IX must be immediately provided to the Title IX coordinator.

8. False Reports.

Because discrimination and sexual harassment frequently involve interactions between persons that are not witnessed by others, reports of discrimination or sexual harassment cannot always be substantiated by additional evidence. Lack of corroborating evidence or 'proof' should not discourage individuals from reporting discrimination or sexual harassment under this policy. However, individuals who make reports that are later found to have been intentionally false or made maliciously without regard for truth, may be subject to disciplinary action under the applicable institution and Board of Regents disciplinary procedures. This provision does not apply to reports made in good faith, even if the facts alleged in the report cannot be substantiated by subsequent investigation.

9. Supervisor Responsibilities.

Every supervisor of employees has responsibility to take reasonable steps intended to prevent acts of discrimination or sexual harassment, which include, but are not limited to:

a. Monitoring the work and school environment for signs that discrimination or harassment may be occurring;
b. Refraining from participation in, or encouragement of actions that could be perceived as discrimination or harassment (verbal or otherwise);
c. Stopping any observed acts that may be considered discrimination or harassment, and taking appropriate steps to intervene, whether or not the involved individuals are within his/her line of supervision; and
d. Taking immediate action to minimize or eliminate the work and/or school contact between the two individuals where there has been a complaint of sexual harassment, pending investigation.

If a supervisor receives a complaint of alleged discrimination or sexual harassment, or observes or becomes aware of conduct that may constitute discrimination or sexual harassment, the supervisor must immediately contact the Title IX coordinator or a responsible employee designated by the institution to forward the complaint, to discuss it and/or to report the action taken. Failure to take action to prevent the occurrence of or stop known discrimination or harassment may be grounds for disciplinary action.

10. Relationship to Freedom of Expression.

The NSHE is committed to the principles of free inquiry and free expression. Vigorous discussion and debate are fundamental rights and this policy is not intended to stifle teaching methods or freedom of expression. Discrimination or sexual harassment, however, is neither legally protected expression nor the proper exercise of academic freedom; it compromises the integrity of institutions, the tradition of intellectual freedom and the trust placed in the institutions by their members.

[1] For example, if the complainant was disciplined for skipping a class in which the respondent was enrolled, the institution should review the incident to determine if the complainant skipped class to avoid contact with the respondent.

[2] Note: Sexual misconduct that also constitutes a criminal offense may be prosecuted independently and simultaneously by law enforcement agencies.

[3] Note: Campus Security Authorities, who are designated by the institutions in accordance with Clery Act requirements, have an independent responsibility to report sexual and other crimes (which may be reported anonymously) to campus police.

Policy for Implementation and Awarding of the Continuing Education Unit

A. Authorization
As part of the Business and Social Sciences Division, TMCC's Educational Programs Inspiring the Community (EPIC) is authorized to develop and implement policies and procedures for non-credit activities utilizing the Continuing Education Unit as the standard unit of measurement of individual participation.

B. Definition of Continuing Education Unit
1. The Continuing Education Unit (CEU) is a unit that certifies participation in non-credit continuing education courses and programs. The primary purpose of the CEU is to provide a permanent record of educational accomplishments of an individual who has completed one or more significant educational experiences.
2. TMCC follows the International Association of Continuing Education and Training (IACET) guidelines for the recording of Continuing Education Units (CEUs). One CEU is 10 contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction, and qualified instruction.

C. Course and Program Qualifications
Non-credit courses and programs for which individuals may be awarded Continuing Education Units shall satisfy the following criteria:
1. The course or program shall be planned to meet the educational needs of a specific target population of individuals.
2. The following elements shall be determined during the planning stages and prior to the time the program is approved for implementation:
   a. purposes and objectives;
   b. student performance requirements;
   c. evaluation procedures suitable for measuring the effectiveness of design and operation;
   d. the number of contact hours to be recommended for satisfactory completion of performance requirements.
3. The course or program shall be of an instructional nature approved by Educational Programs Inspiring the Community which will determine the quality of course or program content and resource personnel.
4. EPIC shall provide for student registration which will include the gathering of sufficient information from the student to ensure a permanent record of individual participation.

D. Course and Program Review and Approval Procedure
1. Course and program review and approval shall be the responsibility of EPIC
2. Upon receiving the request for course or program approval form including appropriate supporting documents, the dean of the Business and Social Sciences Division, or his/her designate, will review the proposed course or program to determine compliance with CEU policy.
3. Courses and programs must be submitted for review and approval no later than two weeks prior to the start date. A decision to award the CEUs cannot be made after the program has been offered.

E. Administration
1. Only one TMCC unit/department will be responsible for the administration of the continuing education unit process. The administrative responsibility for awarding CEUs shall rest with EPIC.
2. EPIC shall maintain records of all CEUs awarded for no less than seven years, along with a complete listing of all approved CEU courses and programs. The form and content of these records should be consistent with nationally recognized standards for the maintenance of Continuing Education Unit records for students and programs. Procedures for recording CEUs shall be established by EPIC. Transcripts will be made available upon request to individuals who have been awarded CEUs by TMCC.

F. Calculating CEUs
1. In computing the number of Continuing Education Units to be awarded, only the number of completed instructional hours, or the equivalent, shall be considered. CEU credit may be awarded in a class by using the following criteria as a guideline: 75% attendance along with demonstrated competency by testing and/or demonstrated competency by practicum. If attendance by itself is sole criterion, then the student must attend 90% of the class. When appropriate, a decimal fractional part of a Continuing Education Unit may be awarded but not less than 0.1 CEU per program. Instructional hours do not include time involved in coffee or refreshment breaks, meals, or social activities.
   a. Activities for which CEUs may not be awarded are:
      I. Credit programs carrying academic credit, either secondary or collegiate.
      II. Orientation programs that deal with such internal topics.
      III. Committee meetings or other business activities.
      IV. Policy assignments, conferences, delegate assemblies, or similar meetings for policy-making purposes.
      V. Attendance at entertainment or recreational lecture series, cultural performances, and social activities.
      VI. Work experience, on-the-job training or apprenticeships do not qualify for the award of CEUs, unless structured as part of a planned educational experience that fulfills these program criteria.
      VII. Study, assigned readings, reports, written assignments, and other related activities outside of the class or meeting schedule.

G. Awarding of CEUs
1. A completed Continuing Education Unit Approval Form must be submitted to EPIC two weeks before the course or program begins.
2. Within ten days after the course or program completion, a typed alphabetical registration list giving activity title, location, date of activity, name of program director, and number of CEUs awarded

as the heading must be submitted. The list should include every participant's name. This list must be signed by the qualified person certifying that attendees met the minimum requirements for satisfactorily completing the program.

3. Course or program evaluation forms must be submitted with registration list.
4. All material must be submitted to EPIC before CEUs can be awarded. Materials must be submitted within 10 business days of the non-credit course/program's conclusion.

H. CEU Fees
1. All fees for Continuing Education Units (CEUs) shall be determined by EPIC.
2. Fees for CEUs shall include all administrative costs.

Summary of Required Documents and Payment for Awarding CEUs

Before the program:

At least two weeks before the course or program begins, these documents should be submitted to EPIC:

- Completed request for course or program approval form
- Program outline or agenda, with schedule
- A copy of program brochure or flyer
- Instructor's vita or description
- Sample evaluation form to be used in the program

During the program, these items need to be completed:

- Participant sign-in (sheet format available at EPIC)
- Evaluation of the course (form developed by the entity offering course or program)
- CEU Registration Form
- CEU payments, to be made by the entity or participants requesting CEUs

After the program:

No later than 10 business days after the course or program's conclusion, the following should be submitted to EPIC:

- Alphabetical list of participants receiving CEUs. The course or program title, location, date of activity, name of instructor or responsible person, and number of CEUs awarded should be on the heading of the sheet. This list must be signed by the qualified person certifying that attendees met the minimum requirements for satisfactorily completing the program.
- Program evaluations.
- CEU payments, if not paid during the program.

Policy on Unsupervised Children

TMCC discourages students, staff and visitors from leaving children unsupervised in the building or campus grounds. TMCC employees and police personnel will try to locate parents or other adults responsible for the children and ask that children not be left unsupervised.

Continued lack of supervision of children can result in TMCC staff and police personnel contacting Washoe County Child Protective Services. Responsible adults may face charges of abandonment and/or neglect of younger children.

Parents or adults responsible for children are encouraged to find appropriate care for their children during the period they are attending classes at TMCC.

Children are not allowed to sit in on TMCC classes. Any exception to this policy must be approved by the instructor.

Parents seeking drop-in child care services can call the Child Care Resource and Referral Services at 775-856-6200 or 1-800-753-5500 for a list of child care facilities.

Progression Standards for F-1 International Students on TMCC's I-20

In order to maintain full-time student status, International students with F-I visas on TMCC's I-20 must meet the following grade point average, attendance and credit completion requirements.

1. **SATISFACTORY PROGRESS REPORT:**
   The student must enroll in and maintain a minimum of 12 unit hours per academic semester. In certain circumstances enrollment in fewer than 12 units may be approved by the international student's advisor. If a student fails to maintain the 12 units, he/she may need to be reinstated to F-1 status by U.S.C.I.S.

   The student must maintain a grade point average (GPA) of 2.0 and make satisfactory academic progress to remain in good standing.

2. **ACADEMIC STANDARDS:**
   For purposes of meeting academic performance as outlined in this policy, letter grades are interpreted as the following definitions and categories:
   a. A course will be considered complete if a grade of "A," 'A-,' ' B+,' ' B," 'B-,' 'C+,' "C," 'C-,' 'D+,' "D," 'D-' "F," "S," "U," or "P" is awarded.
   b. A course will not be considered complete if a grade of "W," "I," "IP," "AD," "NR," or "X" is awarded.
3. **ATTENDANCE:**
   Students are expected to attend all classes for which they have registered. Progress reports are required each semester to verify attendance and progress in each course.

Progression Standards for Students Receiving Veterans Education Benefits

Students using VA education benefits at Truckee Meadows Community College must maintain satisfactory academic progress toward a degree or certificate to remain in good standing. Students who meet the satisfactory academic progress requirements are considered to be in "good standing" status.

Veteran students who feel, because of extenuating circumstances, they have not been able to meet their progression standards, may submit an appeal to the Financial Aid Academic Progress Appeals Committee. Satisfactory progress is defined as follows.

1. Grade Point Average — As the “W” grade has no impact in determining the grade point average, it is interpreted as no credit, as if the class were never taken. An adjusted enrollment certification will be submitted to the Veterans Administration for any veteran student who receives a “W” grade. This may result in the veteran student having to pay back a portion of their veterans education benefits received for that semester.
2. Credit Completion — Veteran students must carefully review their courses and degree program to assure that
   a. no more than the number of credits required for the degree have been earned; and
   b. all such credits are directly applicable to the degree objective.

   To ensure that all courses are applicable, students using VA education benefits must report all previous education and training to the College. It is the student’s responsibility to order transcripts from institutions previously attended. After two semesters of enrollment, the Department of Veterans Affairs will be notified if the student has failed to order transcripts. This may result in a delay or cessation of veterans education benefits. This includes any credits awarded before the student began using veterans education benefits. Veterans may be denied education benefits or asked to reimburse education benefits received for credit earned in excess of their degree requirements.

   Students with questions regarding withdrawal from courses are encouraged to visit the Veterans Resource Center located in Red Mountain 241.

3. Attendance — Students are expected to attend all classes for which they have registered.

Regulations Concerning Off-Campus Organizations

Organizations that are not affiliated with TMCC must request approval to conduct activities or events on the campus. The presentation of programs or activities that are open to the entire college population including the student body and the staff require that the sponsor adhere to the following procedures.

1. Procedures for presentation of programs or activities:
   a. The sponsor must submit a request to the Scheduling Office outlining appropriate details regarding the planned programs.
   b. The Scheduling Office works in conjunction with Associate Vice President of Research, Marketing and Web Services to vet the request.
   c. The program must be presented for review by the College president if the nature of the program, event or activity is not covered by TMCC and Nevada System of Higher Education (NSHE) policy and/or if the Vice President of Academic Affairs feels it is an important issue for the president and the President’s Cabinet to be aware of the proposed activity.
   d. TMCC charges rental and/or activity fees to off-campus organizations. These rates are applied according to campus rental and activity fee schedules. Under certain circumstances, requests for waivers will be considered by the President's Cabinet.
2. Reservation of facilities for meetings or other purposes:
   a. The sponsor of an approved program must reserve the desired facility in accordance with campus policy and availability based on facility space. Determination of the availability of the facility and reservation confirmation shall be made by the Scheduling Office.
   b. Facilities are normally available during the regular operational hours of the College. However, facility use on days and hours when the College is not offering instructional programs is possible. The Scheduling Office will forward these requests to the Associate Vice President of Research, Marketing and Web Services for approval. The College can require the organization to pay an additional fee for special supervision and security in these instances.
   c. Programs must be implemented in a manner so as not to constitute interference with the instructional programs or general college operations. With prior approval and arrangement facilitated through the Scheduling Office, TMCC-provided sound amplification equipment may be permitted in the Plaza, the Student Center and Sierra 108. Bullhorns are not permitted except by designated personnel in case of an emergency.
3. The College regulations governing the distribution of printed and manufactured materials is designed to permit maximum freedom of expression and to prevent attempts to coerce or intimidate students into buying or receiving printed materials:
   a. Organizations desiring to distribute printed and manufactured material on campus must identify the organization and request approval from the Associate Vice President of Research, Marketing and Web Services.
   b. Distribution of any non-college related material in classrooms is expressly prohibited.
   c. Advertising material may not be distributed at TMCC without approval and inclusion of the following disclaimer:
      Note: The contents of this document do not reflect the opinions or endorsement by Truckee Meadows Community College; not printed or distributed at TMCC expense; delivery beyond drop-box level is optional.
   d. Materials may be distributed only in the designated areas.
   e. Tables may be set up in authorized areas. Requests must be submitted to the Scheduling Office. Tables may not be scheduled for periods longer than one week at a time. These tables and the distribution of materials must not obstruct or delay traffic. Organizations distributing materials will be asked to keep noise at a level that does not interfere with or interrupt classroom instruction.
   f. Tables must be staffed at all times and a placard identifying the organization must be displayed. Vendors may not wander from the reserved space and/or actively solicit customers.
   g. Written material of any kind is not to be distributed in parking areas. Such distribution of materials on the windshields of cars or any locations that results in littering may be considered by the College as a violation of the littering law and the distributor and/or company or organization responsible for the distribution may be subject to a fine as determined by campus policy.
   h. The collection of signatures for petitions or request for completion of surveys is subject to the same regulations as those which govern distribution of materials. Such matters should be submitted to the Associate Vice President of Research, Marketing and Web Services.
   i. Anyone wishing to distribute materials on campus must contact the Scheduling Office to reserve space. All materials must be presented for approval at the time of reservations. Rates will be assessed according to the current fee structure.

j. Prior to scheduling, the organization requesting the activity must submit proof of liability insurance for the minimum amount of $2,000,000 to the Scheduling Office.

k. Request for space and distribution of material(s)/form(s) must be made at least ten working days prior to the planned event.

4. Fund raising on campus:
   a. College facilities may not be used for the purpose of raising monies to aid projects not related to some authorized activity of the College or College group(s) without the permission of the President. No efforts at conversion and solicitation by uninvited non-campus groups or individuals will be permitted on campus.
5. Posting of materials:
   Permission may be granted to post materials on a space-available basis to educational institutions or public service agencies to announce activities and events.
   a. All materials to be posted must be stamped for approval at the Dandini Campus LIB 200. Stamps are also available at the Front Desks of the Applied Technology Center and the Health Sciences Center. For posting at Meadowood see the information desk.
   b. All materials must clearly designate the sponsoring organization.
   c. Material may be authorized for posting only on bulletin boards located outside classrooms. Any material posted in unauthorized locations or without stamped approval is subject to removal.
   d. Material may be posted on designated bulletin boards only. Material may not be posted on doors, windows, painted surfaces, classrooms, or reserved bulletin boards. Sponsors are responsible for the removal of their material after the expiration date or once the material becomes obsolete. Any obsolete material may be removed by any member of the College staff.
   e. The number and size of posters any one organization may post is subject to limitation.

Regulations Concerning Student Sponsored Events

The scope of these regulations extends to all student organization sponsored events. For the purposes of these regulations, such events include the presentation of speakers, programs, concerts, dances, solicitation of funds, distribution and posting of materials, circulation of petitions and surveys and the sale of materials.

The regulations are designed to enhance the students' opportunities to enrich their educational experiences, to protect constitutional rights of free expression and to ensure that there will be no interference with college instructional programs.

The general purpose of all student organizations as organized, recognized and approved under the supervision of the College administration shall be in conformity with the Board of Regents policy of the Nevada System of Higher Education and TMCC.

All student organizations are subject to the regulations of and derive their authority from the Board of Regents, Nevada System of Higher Education and the rules and regulations of TMCC.

A. Definition: A recognized student organization is defined as a group which adheres to the following policies:
   a. Operates under the advisorship of a member of the College full-time or part-time faculty or staff member.
   b. Maintains in the Student Life and Development office, a club packet; a current list of officers; and signature of the faculty or staff advisor.
   c. Schedules and holds a minimum of one meeting per month during the academic year, and one event per semester.
   d. Agrees to utilize student fee monies received from the SGA within the current fiscal year for the direct benefit of the students from whom they are collected.
   e. Submits an expenditure report as requested including how student fee monies received from the SGA were spent.
   f. Other reports as requested by the SGA.

B. Privileges: The privileges of recognized student organizations include:
   a. Use of the name of the Student Government Association of TMCC;
   b. Ability to request funds from the SGA;
   c. Use of the campus building, equipment and services of the College when available and officially scheduled; and
   d. Publicity for events and use of bulletin boards on campus.

C. Procedures for presentation of programs or activities
   a. Meetings intended solely for members of the recognized student organization require no approval.
   b. The presentation of programs or activities open to the entire student body or the public requires that the sponsor adhere to the following procedures:
      I. The sponsor must submit an event request to the Student Life and Development office outlining appropriate details including the nature of the program, date and time, anticipated attendance, services needed (e.g., custodial, security, etc.), equipment required, proposed facility to be utilized, and all details regarding admission charges or other funds to be collected in conjunction with the program. Upon review of this data, the Student Event Management Committee will meet with the sponsor to discuss approval/disapproval.
      II. An event that meets any of the following criteria requires additional approval by President's Cabinet before beginning any activities:
         1. Any event for which the audience is expected to be 50 persons or more;
         2. Any TMCC-sponsored event that is scheduled off campus or for which the use of SIER 108, VSTA 206, OR the Student Center is being requested (exception – table for distribution of material authorized by the Director of Retention and Support Programs);
         3. Any event for which sales are involved;
         4. Any event that brings a dignitary, high-profile person or major or controversial speaker on campus;
         5. Charity Drives
            Standard college meetings for faculty and staff are exempt from this approval process.
      III. Sponsors of events which involve professional performers, speakers or artists, may pay at a rate agreed upon by the performer, the sponsor and the Coordinator of Student Life and Development.

D. Reservation of facilities for meetings or other purposes
   a. The sponsor of an approved program must reserve the desired facility in accordance with campus policy and based on facility

space. Determination of the availability of the facility shall be made by the scheduling office.

b. Facilities are normally available during the regular operational hours of the College. However, facility use on days and hours when the College is not offering instructional programs is possible. The Scheduling Office will forward these requests to the President's office for approval. The College can require the organization to pay an additional fee for special supervision and security in these instances.

c. Programs must be implemented in such a manner so as not to constitute interference with the instructional programs or general college operations.

d. Financial Institutions requesting to come on campus to deliver workshops or table space must submit an online request to the NSHE Specialist II for Default Prevention and Financial Literacy at least 10 business days prior to the date of their event.

E. Distribution of materials: The College regulations governing the distribution of printed and manufactured materials are designed to permit maximum freedom of expression and to prevent attempts to coerce or intimidate students into buying or receiving printed materials.

a. Organizations desiring to distribute such material on campus must identify the organization and request approval from the Executive Director of Retention and Support Services or designee.

b. Distribution of any material in classrooms is expressly prohibited.

c. Commercial material may not be distributed at TMCC unless it includes the following disclaimer:
Note: The contents of this document do not reflect the opinions or endorsement by TMCC; not printed or distributed at TMCC expense; delivery beyond drop-box level is optional.

d. Materials may be distributed at designated areas.

e. Tables may not be scheduled for periods longer than one week at a time.

f. Tables must be staffed at all times with a placard identifying the organization displayed.

g. The distribution of materials is to be coordinated with the scheduling office. An information copy of any material to be distributed must bear the name of the sponsor. Distribution of any material on campus is subject to the approval of the Executive Director of Retention and Support Programs.

h. Written material of any kind is not to be distributed in parking areas. Such distribution of materials on the windshields of cars or other locations that results in littering may be considered by the College as a violation of the littering law and the distributor and/or company or organization responsible may be subject to a fine.

i. The collection of signatures for petitions or request for completion of surveys is subject to the same regulations as those which govern distribution of materials. Such matters should be submitted to the Executive Director of Retention and Support Programs.

F. Fundraising on campus

a. The procedure for solicitation should follow that outlined in "procedures for presentations of programs or activities" (Section C).

b. The solicitations of funds in classrooms is expressly prohibited.

c. All funds collected for an activity on campus (including membership dues) must be deposited to the credit of the organization involved with the College cashier within 24 hours of collection. Funds may be withdrawn through the normal fund expenditure procedures outlined by the College Cashier's Office.

d. Tables for fundraising purposes may be placed only in designated areas.

G. Posting of materials

a. All materials to be posted by student organizations must be approved by the Marketing Office, RDMT 201 and stamped at the Academic Support Center, Dandini Campus, LIB 200.

b. All materials must clearly designate the sponsoring organization, contact name, and contact phone number or email address.

c. Material may be authorized for posting only on bulletin boards located outside classrooms unless designated for department use only. Any material posted in unauthorized locations, or without being stamped, is subject to removal.

d. Material may not be posted on doors, painted surfaces, classrooms, or outside of buildings. Bulletin boards outside classrooms are available for the posting of material on a space available basis. Sponsors are responsible for the removal of their material after the expiration date or once the material becomes obsolete. Any obsolete material may be removed by any member of the College staff.

e. The number and size of posters any one organization may post are subject to limitation.

H. Alcoholic beverages: If a group or organization desires to serve alcohol for a special event on or off campus they must submit a written request to the president of the College. The College president has the authority to designate the time and place for special events where alcoholic beverages may be served. If the serving of alcohol is approved, the sponsor must provide approved security to check identification of any student attending the function to ensure compliance with Nevada State Law and the legal and appropriate use of alcohol.

Regulations for Determining Residency and Tuition Charges

Board of Regents Handbook, Title 4, Chapter 15, Section 1

These regulations have been enacted to provide uniform rules throughout the Nevada System of Higher Education (the "System") and all member institutions thereof, for the purpose of determining whether students shall be classified as resident students or nonresident students for tuition charges.

Definitions

Board of Regents Handbook, Title 4, Chapter 165 Section 2

For the purposes of these regulations, the terms stated below shall have the following meanings.

1. "Alien" means a person who is not a citizen of the United States of America.
2. "Armed Forces of the United States" means the Army, the Navy, the Air Force, the Marine Corps and the Coast Guard on active duty and does not include the National Guard or other reserve force, with the exception of active members of the Nevada National Guard.
3. "Clear and convincing evidence" means evidence that is clear in the sense that it is not ambiguous, equivocal or contradictory and convincing in the sense that it is of such credible, reliable, authentic and relevant nature as to evoke confidence in the truth of it.

4. "Continuously enrolled" means enrollment within a normal academic year for which continuous enrollment is claimed. A person need not attend summer sessions or other between-semester sessions in order to be continuously enrolled.
5. "Date of matriculation" means the first day of instruction in the semester or term in which enrollment of student first occurs, except that at the University of Nevada School of Medicine it means the date that a notice of admittance is sent to a student, and at the community colleges it excludes correspondence courses and community service courses that are not state funded. A person who enrolled in an institution of the Nevada System of Higher Education but withdrew enrollment during the 100% refund period, may for the purposes of these regulations, be deemed not to have matriculated and any determination concerning residency status shall be voided until such time as the person again enrolls at a System institution.
6. "Dependent" means a person who is not financially independent and is claimed as an exemption for federal income tax purposes under Section 152 of the Internal Revenue Code (26 U.S.C. § 152) by another person for the most recent tax year.
7. "Family" means the natural or legally adoptive parent or parents of a dependent person, or if one parent has legal custody of a dependent person, that parent.
8. "Financially independent" means a person who has not been and will not be claimed as an exemption, for federal income tax purposes under Section 152 of the Internal Revenue Code (26 U.S.C. § 152) by another person, except his or her spouse, for the most recent tax year.
9. "Most recent tax year" means the income tax return submitted for the prior income year.
10. "Legal guardian" means a court appointed guardian of a dependent person, who was appointed guardian at least 12 months immediately prior to the dependent person's date of matriculation and for purposes other than establishing the dependent person's residence.
11. "Nonresident" means a person who is not a resident.
12. "Objective evidence" means evidence that is verifiable by means other than a person's own statements.
13. "Relocated" means evidence of permanent, full-time employment or establishment of a business in Nevada prior to the date of matriculation.
14. "Residence" is a term which for the purposes of these regulations is synonymous with the legal term "domicile," and means that location in which a person is considered to have the most settled and permanent connection, intends to remain and intends to return after any temporary absences. Residence results from the union of a person's physical presence in the location with objective evidence of an intent to remain at that location for other than a temporary purpose.
15. "Resident" means a person who has established a bona fide residence in the State of Nevada with the intent of making Nevada the person's true, fixed and permanent home and place of habitation, having clearly abandoned any former residence and having no intent to make any other location outside of Nevada the person's home and habitation. The term also includes a member of the Armed Forces of the United States who has previously established a bona fide residence in the State of Nevada, but who has been transferred to a military posting outside of Nevada while continuing to maintain a bona fide residence in Nevada. When residence for a particular period is required under these regulations, this shall mean that the person claiming residence for the period must be physically present and residing in Nevada during all of the period required, excluding temporary, short-term absences for business or pleasure.
16. "Returning student" means a student who reenrolls after a break in enrollment of one or more semesters. A "returning student" retains prior resident status, if any, as long as there is no indication that the student has established residency elsewhere.
17. "Student" means a person who is enrolled at an institution of the Nevada System of Higher Education.
18. "Spouse" means a person's partner in legal marriage or a person's domestic partner if the domestic partnership is registered with the Office of the Nevada Secretary of State.
19. "Tuition" means a monetary charge assessed against nonresident students which is in addition to registration fees or other fees assessed against all students.

Tuition Charges

Board of Regents Handbook, Title 4, Chapter 15, Section 3

1. Tuition shall not be charged to current enrollees or graduates of a Nevada high school.
2. Tuition shall not be charged to returning students who had established an exemption from charges at any NSHE institution in their prior enrollment period.
3. Tuition shall be charged to nonresident students, except that at the community colleges no tuition shall be charged for registration in community service courses which are not state funded.
4. Tuition shall not be charged to a professional employee, classified employee, postdoctoral fellow, resident physician or resident dentist of the Nevada System of Higher Education currently employed at least half time, or the spouse or dependent child of such an employee.
5. Tuition shall not be charged to a graduate student enrolled in the Nevada System of Higher Education and employed by the System in support of its instructional or research programs, only during the period of time of such employment.
6. Tuition shall not be charged to a member of the Armed Forces of the United States on active duty, stationed in Nevada as a result of a permanent change of duty station pursuant to military orders, or to a person whose spouse, family or legal guardian is a member of the Armed Forces of the United States stationed in Nevada as a result of a permanent change of duty station pursuant to military orders, including a Marine currently stationed at the Marine Corps Mountain Warfare Training Center at Pickle Meadows, California, or domiciled in Nevada. <u>The spouse, child or legal guardian of the member shall not be charged tuition if the spouse, child or legal guardian of the member was enrolled prior to the reassignment and remains continuously enrolled at an NSHE institution.</u>
7. Tuition shall not be charged to a veteran of the Armed Forces of the United States who was honorably discharged and who on the date of discharge was on active duty stationed in Nevada, including a marine stationed at the Marine Corps Mountain Warfare Training Center at Pickle Meadows, California pursuant to military orders.
8. Except as otherwise provided in Subsection 7 of this Section, tuition shall not be charged to a veteran of the Armed Forces of the United States who was honorably discharged within the five years immediately preceding the date of matriculation of the veteran at any NSHE institution. It will be necessary to supply documentation (DD214, copy 4) in support of the student's discharge date and character of service.
9. Tuition shall not be charged to a student enrolled in the University Studies Abroad Consortium or in the National Student Exchange

Program, only during the period of time of such enrollment. Time spent in Nevada while a student is in the National Student Exchange Program shall not be counted towards satisfying the residence requirement Section 4, Paragraph 2 below, nor shall enrollment through the Consortium or the Exchange Program be included in the "date of matriculation" for evaluation of Nevada residency.

10. Tuition shall not be charged to members of federally recognized Native American tribes, who do not otherwise qualify as Nevada residents, and who currently reside on tribal lands located wholly or partially within the boundaries of the State of Nevada. (B/R 8/04)

Excess Unit Fee (Effective Fall 2014)

1. A 50 percent excess unit fee on the per-unit registration fee shall be charged to a student who has accrued attempted units equal to 150 percent of the units required for the student's program of study. The excess unit fee shall be imposed on registration fees charged in the current semester and in subsequent semesters, including Summer terms, where a student's cumulative unit hour total exceeds 150 percent of the units required for the student's program of study.
2. Units from previously earned degrees or certificates shall be excluded from the 150 percent unit calculation.
3. Institutions shall establish an appeals process and may exclude from the 150 percent calculation the following:
   a. Units earned through examinations for determining credit for prior learning as authorized in Title 4, Chapter 14;
   b. Units attempted while enrolled as a high school student if those units do not meet the degree requirements for the student's program of study;
   c. Units attempted at an institution outside NSHE if those units do not meet the degree requirements for the student's program of study;
   d. Units attempted for remedial courses;
   e. Dissertation units; and
   f. Other units determined by the institution as inappropriate for the 150 percent unit calculation.
4. Community Service and non-unit bearing continuing education courses are not subject to the provisions of this section. Units for post-baccalaureate and post-masters certification courses are also not subject to the provisions of this section.

Resident Students

Board of Regents Handbook, Title 4, Chapter 15, Section 4

As supported by clear and convincing evidence, any person to whom one of the following categories applies shall be deemed a resident student for tuition purposes:

1. Except as provided otherwise in this section, a dependent person whose spouse, family or legal guardian is a bona fide resident of the State of Nevada for at least 12 months prior to the date of matriculation. Some or all of the following pieces of objective evidence of Nevada residency may be required with the student's application for enrollment.
   a. Evidence of Nevada as the spouse's, parent's or legal guardian's permanent, primary residence at the date of matriculation (examples of evidence include home ownership, a lease agreement, rent receipts, utility bills).
   b. The student's birth certificate or proof of legal guardianship.
   c. The spouse's, parent's or legal guardian's tax return for the most recent tax year, which indicates the student claimed as a dependent.
   d. A Nevada driver's license or Nevada identification card for the spouse, parent or legal guardian.
   e. A Nevada vehicle registration for the spouse, parent or legal guardian.
   f. Nevada voter registration for the spouse, parent or legal guardian.
   g. Evidence that the student's spouse, family or legal guardian has relocated to Nevada for the primary purpose of permanent full-time employment or to establish a business in Nevada (examples of evidence include a letter from the employer or copy of business license).
2. Except as provided otherwise in this section, a financially independent person whose family resides outside the State of Nevada, if the person himself or herself is a bona fide resident of the State of Nevada for at least 12 months immediately prior to the date of matriculation. Some or all of the following pieces of objective evidence of Nevada residency may be required with the student's application for enrollment.
   a. Evidence of 12 months physical, continuous presence in the State of Nevada prior to the date of matriculation (examples of evidence include a lease agreement, rent receipts, utility bills).
   b. The student's tax return for the most recent tax year, indicating a Nevada address. If no federal tax return has been filed by the student because of minimal or no taxable income, documented information concerning the receipt of such nontaxable income. If the student is under the age of 24, a copy of the parent's or legal guardian's tax return for the most recent tax year that indicates the student was not claimed as a dependent.
   c. The student's Nevada driver's license or Nevada identification card.
   d. The student's Nevada vehicle registration.
   e. The student's Nevada voter registration.
   f. Evidence that the student, and/or the person's spouse, has relocated to Nevada for the primary purpose of permanent full-time employment or to establish a business in Nevada (examples of evidence include a letter from the employer or copy of business license).
3. A former member of the Armed Forces of the United States who was relocated from Nevada as a result of permanent change of duty station pursuant to military orders, will be considered a Nevada resident for tuition purposes under the following conditions:
   a. He/She was a resident of Nevada prior to leaving the state as a member of the Armed Forces; and
   b. He/She maintained his/her Nevada residency while a member of the Armed Forces; and
   c. He/She returns to the state of Nevada within one year of leaving the Armed Forces.

   It will be necessary for the student to supply documentation in support of each of these conditions (e.g., drivers license, property ownership, evidence of absentee voting, etc.)
4. A graduate of a Nevada high school. (B/R 8/06)
5. A financially independent person who has relocated to Nevada for the primary purpose of permanent full-time employment or to establish a business in and living in Nevada. (B/R 6/05)
6. A financially dependent person whose spouse, family or legal guardian has relocated to Nevada for the primary purpose of

permanent full-time employment or to establish a business in and living in Nevada. (B/R 12/05)

7. Licensed educational personnel employed full-time by a public school district in the State of Nevada, or the spouse or dependent child of such an employee. (B/R 11/96)
8. A teacher who is currently employed full-time by a private elementary, secondary or postsecondary educational institution whose curricula meet the requirements of NRS 394.130, or the spouse or dependent child of such an employee. (B/R 11/96)
9. An alien who has become a Nevada resident by establishing bona fide residence in Nevada and who holds a permanent immigrant visa, or has been granted official asylum or refugee status, or has been issued a temporary resident alien card, or holds an approved immigration petition as a result of marriage to a U.S. citizen. An alien holding another type of visa shall not be classified as a resident student, except as may be required by federal law or court decisions and upon due consideration of evidence of Nevada residence. The vice chancellor for academic affairs shall establish procedures governing visa classifications for the purpose of determining eligibility as a resident student (B/R 6/02) (B/R 6/05) (B/R 3/16)

Reclassification of Nonresident Status

Adapted from Board of Regents Handbook, Title 4, Chapter 15, Section 8

There is a rebuttable presumption that a nonresident attending an institution of the Nevada System of Higher Education is in the State of Nevada for the primary or sole purpose of obtaining an education. Therefore, a nonresident who enrolls in an institution of the System shall continue to be classified as a nonresident student throughout the student's enrollment, unless and until the student demonstrates that his or her previous residence has been abandoned and that the student is a Nevada resident. Each student seeking reclassification from nonresident to resident student status must submit the Application for Residency Reclassification. Students seeking reclassification from nonresident to resident student status must satisfy the following four conditions:

1. **Application and Written Declaration**
2. The student must apply in writing to the Admissions and Records Office for reclassification to resident student status. The application must include a written declaration of intent to relinquish residence in any other state and to certify to the establishment of bona fide residence in Nevada. A declaration form prescribed by the Chancellor and approved by the Board shall be utilized by each institution. The filing of a false declaration will result in the payment of nonresident tuition for the period of time the student was enrolled as a resident student and may also lead to disciplinary sanctions under Title 2, Chapter 10 of the Nevada System of Higher Education Code. Disciplinary sanctions include a warning, reprimand, probation, suspension or expulsion.
3. **Bona Fide Residence and Intent to Remain in Nevada**
   The student, or the parents or legal guardians of the student, must document continuous physical presence as a Nevada resident for at least 12 months immediately prior to the date of application for reclassification. No fewer than four of the following pieces of objective evidence must be submitted with the application for reclassification. Any evidence or documentation associated with these pieces of evidence must be issued 12 months prior to the first day of the semester for which reclassification is requested.
   a. Ownership of a home in Nevada.
   b. Lease of living quarters in Nevada.
   c. Mortgage or rent receipts and utility receipts for the home or leased quarters.
   d. Nevada driver's license or Nevada identification card issued 12 months prior to the date of application.
   e. Nevada vehicle registration.
   f. Nevada voter registration.
   g. Evidence of employment in Nevada such as a letter from employer on employer's letterhead, W2 income tax for or pay stubs.
   h. A license for conducting a business in Nevada
   i. Admission to a licensed practicing profession in Nevada
   j. Registration or payment of taxes or fees on a home, vehicle, mobile home, travel trailer, boat or any other item of personal property owned or used by the person for which state registration or payment of a state tax or fee is required.
   k. A Nevada address listed on Selective Service registration card
   l. Evidence of active savings or checking accounts in Nevada financial institutions
   m. Evidence of summer term enrollment at an NSHE institution within the prior academic year
   n. Any other evidence that objectively documents intent to abandon residency in any other state and to establish Nevada residence
4. **Financial Status**
   An application for reclassification must include the following objective evidence of financial status:
   a. If financially independent, a true and correct copy of the student's federal income tax return for the most recent tax year showing a Nevada address. If the student is under the age of 24, a copy of the parent's or legal guardian's tax return for the most recent tax year must be submitted that indicates the student was not claimed as a dependent. If no federal tax return has been filed because of minimal or no taxable income, documented information concerning the receipt of such nontaxable income must be submitted.
   b. If financially dependent, a true and correct copy of the spouse, parent or legal guardian's federal income tax return for the most recent tax year showing a Nevada address must be submitted and must indicated the student filed jointly with a spouse or was claimed as a dependent. Students may also be required to provide documentation such as a birth certificate, proof of legal guardianship, or a marriage certificate to prove the relationship. A dependent person whose parent or legal guardian is a nonresident is not eligible for reclassification to resident student status.
5. The presentation by a person of one or more items of evidence as indicia of residence is not conclusive on the issue of residency. Determinations of residence shall be made on a case-by-case basis and the evidence presented shall be given the weight and sufficiency it deserves, after taking all available evidence into consideration.
6. Because residence in a neighboring state other than Nevada is continuing qualification for enrollment in the WICHE Western Undergraduate Exchange program at a NSHE institution, a student who was initially enrolled in a System institution under any of those policies shall not normally be reclassified as a resident student following matriculation. A nonresident student who subsequently disenrolls from the WICHE Western Undergraduate Exchange Policy and pays nonresident tuition for at least 12 months may apply for reclassification to resident student status. An application for reclassification may be submitted under the provisions of this

section if the material facts of a student's residency, or the parent's or legal guardian's residency, have substantially changed following matriculation.

7. When a student has been reclassified to resident student status, the reclassification shall become effective at the registration period in the System institution immediately following the date the student receives notice of the reclassification decision.
8. No reclassification under these regulations shall give rise to any claim for refund of tuition already paid to the Nevada System of Higher Education (B/R 3/17).

Administration of the Regulations

Board of Regents Handbook, Title 4, Chapter 15, Section 9

Each institution of the Nevada System of Higher Education shall designate an appropriate office to implement and administer these regulations.

a. Each designated office shall make the initial decisions on the resident or nonresident student status of persons enrolling in the institution. If a verifiable error occurs when the initial decision is made to classify a student as a nonresident for tuition purposes, the designated office shall correct the decision and reclassify the student as a resident for tuition purposes without requiring the student to apply for residency reclassification.
b. Each designated office shall make the initial decision on application for reclassification from nonresident to resident student status.
c. The president of each System institution shall establish an appellate procedure under which a person may appeal decisions of the designated office concerning tuition or status as a resident or nonresident student to an appellate board.
    I. A person may appeal a decision of the designated office to the appellate board within thirty (30) days from the date of the decision of the office. If an appeal is not taken within that time, the decision of the designated office shall be final.
    II. The appellate board shall consider the evidence in accordance with the standards and criteria of these regulations and shall make a decision, which shall be final. No further appeal beyond the appellate board shall be permitted. (B/R 5/95)
d. In exceptional cases, where the application of these regulations works an injustice to an individual who technically does not qualify as a resident student, but whose status, either because of the residence of the student or his family, is such as to fall within the general intent of these regulations, then the appellate board shall have the authority to determine that such a student be classified as a resident student. It is the intent of this provision that it applies only in the infrequent, exceptional cases where a strict application of these regulations results, in the sole judgment of the appellate board, in an obvious injustice.

Uniformity of Decisions

Board of Regents Handbook, Title 4, Chapter 15, Section 10

The decision of an institution of the Nevada System of Higher Education to grant resident student or nonresident status to a person shall be honored at other System institutions unless a person obtained resident student status under false pretenses or the facts existing at the time resident student status was granted have significantly changed. Students granted nonresident student status by an institution retain the right to apply for reclassification under the provision of the chapter.

Effective Date of Regulations

These regulations took effect in the Nevada System of Higher Education at the beginning of the Spring semester 1997 for each System institution. However, the application of these regulations shall not affect the status of any student now classified as a resident (in-state) student before the effective date of these regulations. Any student enrolled in a System institution prior to the beginning of the Spring semester 1997 who had been classified as a nonresident (out-of-state) student is eligible for reclassification as a resident student under the Board of Regents residency regulations in effect at the time the student commenced his or her current period of continuous enrollment. No reclassification under these regulations shall give rise to any claim for refund of tuition already paid to the Nevada System of Higher Education.

NOTICE: Filing a false Declaration of Intent of Residency will result in the payment of nonresident tuition for the period of time a student was enrolled as a resident student and may also lead to disciplinary sanctions under Chapter Six of the Nevada System of Higher Education Code. Disciplinary sanctions include a warning, reprimand, probation, suspension or expulsion.

Audits of Residency Determinations

Per NSHE Board of Regents policy, institutions shall determine procedures to ensure that resident determinations are accurate on the basis of information reported on the application for admission pursuant to the Board policy. If documentation is not required for each student during the admission process, every Fall and Spring the institution shall conduct random audits by selecting at least 10 percent of the applicant population and collecting the appropriate documentation from each student confirming residency status as originally reported on the student's application for admission. (B/R 6/10)

Religious Holiday Observations

It is the policy of NSHE to be sensitive to the religious obligations of its students. Religion is one area of diversity recognized by TMCC. Any student missing class, quizzes, examinations or any other class or lab work because of observance of religious holidays shall, whenever possible, be given an opportunity during that semester to make up the missed work. The make-up will apply to the religious holiday absence only. It shall be the responsibility of the student to notify the instructor in writing, on the first day of class or no later than 10 days in advance, of his or her intention to participate in religious holidays which do not fall on state holidays or periods of class recess. Examples of such holidays are Rosh Hashanah and Yom Kippur.

If the student has notified the instructor in a timely manner, and the instructor will not provide an opportunity to make up the work, the student shall have the right to appeal the decision. This appeal shall be directed to the dean of the instructional division or other appropriate administrative officer, who will be the final authority for determining whether a make-up is feasible.

This policy shall not apply in the event that administering the assignment at an alternate time would impose an undue hardship on the instructor or the institution that could not reasonably have been avoided.

Rules and Disciplinary Procedures for Students

The following conduct, being incompatible with the purpose of an academic community, is prohibited and shall constitute cause for

discipline or lead to procedures and disciplinary sanctions established in Title 2, Chapter 10 of the NSHE Code.

Relevant excerpts from the code of conduct and disciplinary procedures are included in this catalog. The entire code of conduct and disciplinary procedures are available in the* NSHE Code, Title 2, Chapter 10*. Should there be any inconsistencies between this catalog and the NSHE Code, Title 2, Chapter 10, the NSHE Code will govern.

10.2.1 Prohibited Conduct

The following conduct is prohibited.

A. Acts of dishonesty, including but not limited to the following:
   1. Cheating, plagiarism, fraudulently obtaining grades, falsifying research data or results, assisting others to do the same, or other forms of academic or research dishonesty;
   2. Furnishing false information to any institution or System official, faculty member, or office;
   3. Forgery, alteration, misuse, theft, or using without permission, any institutional document or record.

B. Disorderly, lewd or indecent conduct, including the disruption, obstruction, or unauthorized interruption of teaching, convocations, recruiting interviews, social events, research, meetings, business and administration, disciplinary proceedings, or other institutional or System activities, including public service functions and outreach activities on or off campus, or other activities when the conduct occurs on institutional premises.

C. Conduct that endangers the health or safety of any member or guest of the System community.

D. Physical abuse, verbal abuse, threats, intimidation, coercion, and/or conduct that threatens or endangers the health or safety of any person.

E. Interference by force, threat or duress with the lawful freedom of movement of persons or vehicles on institutional premises.

F. Resisting or obstructing institutional or other public officials in the performance of their duties.

G. Failure to comply with the directions of institutional officials acting in accordance with their duties and/or failure to identify oneself to these persons when requested to do so.

H. Acts of physical force or disruptive acts which interfere with institutional activities, freedom of movement on the campuses, freedom for students to pursue their studies, freedom of speech, freedom to be heard, and freedom to pursue research of their own choosing.

I. Failure of the student to present proper credentials, student identification card, driver's license, or parking registration to institutional officials upon their request.

J. Forgery, alteration, falsification or destruction of System documents or furnishing false information in documents submitted to the System.

K. Willful damage, destruction, defacement, theft or misappropriation of equipment or property belonging to, in the possession of, or on premises occupied by the System.

L. Knowing possession on any premises of the System of any firearms, explosives, dangerous chemicals or other instruments of destruction, or other dangerous weapons as defined by the laws of the State of Nevada, without the written authorization of institutional president or the president's authorized agent.

M. Continued occupation of buildings, structures, grounds or premises belonging to or occupied by the System after having been ordered to leave by the institution's president, the president's designee, or chancellor.

N. False reporting of any emergency situation, including but not limited to, misuse of campus or System emergency notification equipment. Unauthorized tampering with, and/or accessing of, safety, security, or fire protection equipment or devices. Setting off a fire alarm for reasons other than actual fire or emergency, involvement in setting or causing any unauthorized fire in or on institution property.

O. The unauthorized possession, loan, modification, or distribution of keys, pass cards or institutional identification cards. Unauthorized or unlawful entry or access to institutional or System facilities, including buildings and grounds. The reproduction, manufacture or duplication of any key, pass card, institutional or System identification card or unlocking devise for use on institution or System facilities or locks without proper authorization.

P. Abuse, unauthorized use, or theft of institutional or System computer facilities and resources, including but not limited to:
   1. Unauthorized entry into or transfer of a file to use, read, or change the contents or for any other purpose; and/or a violation of copyright laws (http://www.tmcc.edu/information-technology/policies-and-procedures/copyright-and-filesharing/);
   2. Use of another individual's identification and/or password;
   3. Interfering with the work of another student, faculty member or institution or System official, or with the normal operation of the institution or System computing system; or,
   4. Violating the institution's Standards of Conduct for the Use of Institution's Computers.

Q. Willfully destroying, damaging, tampering, altering, stealing, misappropriating or using without permission any System program or file of the System.

R. Violation of the institution's policies and regulations governing residence in institution owned or controlled property, and access to and use of all institutional facilities, including responsibility for the conduct of guests.

S. Use, possession, or distribution of alcoholic beverages without authorization (except as expressly permitted by System or Institutional regulations, such as the ---Alcoholic Beverage Policy), or public intoxication. Alcoholic beverages may not, in any circumstances, be used by, possessed by, or provided to, any person under twenty-one years of age.

T. Use, possession, manufacturing or distribution of marijuana, heroin, narcotics, or other controlled substances, use or possession of any illegal and/or unauthorized drugs, prescription drugs, and drug paraphernalia or being under the influence of illegal drugs except as expressly permitted by law.

U. Contempt of student disciplinary proceedings including impairing or interrupting any proceeding or providing false information to institution or System officials and student hearing board members during the course of the conduct resolution process. Failure to comply with the terms of any sanction imposed in accordance with the rules of conduct.

V. The repeated use of obscene or abusive language in a classroom or public meeting of the System and which, if occurring in a class is not significantly related to the teaching of the subject matter.

W. The use of threats or violence against a faculty member or the faculty member's family in order to secure preferential treatment for grades,

loans, employment, or other service or privilege accorded by the System.

X. Any act of unlawful discrimination based on race, creed, color, sex, age, sexual orientation, disability or national origin, gender identity, or genetic information, or any act of employment or educational retaliation against any person who has made a complaint about such discrimination.

Y. Any act of sexual harassment when submission to a request or demand of a sexual nature is either an explicit or implicit term or condition of employment or of academic study or grading, or where verbal or physical conduct of a sexual nature has the effect of creating an intimidating, offensive or hostile work or educational environment. Sexual harassment includes sexual violence.

Z. Sexual assault, which is the use of, or threat to use, force or violence of a sexual nature, defined as sexual assault, against any member or guest of the institutional community on institution-owned or institution controlled property or at any institution sponsored program.

AA. Acts of hazing. Hazing is defined as any method of initiation into or affiliation with the university, college or community college community, a student organization, a sports team, an academic association, or other group engaged in by an individual that intentionally or recklessly endangers another individual.

BB. Intentionally making an accusation that is false or is made with reckless disregard for the truth against any member of the System community by filing a complaint or charges under the rules of conduct or under any applicable established complaint or grievance procedures in the System.

CC. Willful incitement of individuals to commit any of the acts herein prohibited.

DD. Any other conduct that violates applicable stated prohibitions, policies, procedures, rules, or regulations of the institution or Board of Regents.

EE. Any act prohibited by local, state or federal law that occurs on System premises or at a System-sponsored function on or off such premises.

10.2.2 Institutions may prohibit other conduct.

An institution may adopt policies which prohibit other conduct not included.

10.4.9 Sanctions.

The following are the disciplinary sanctions that may be imposed on a student found to have violated the rules of Conduct. More than one sanction may be imposed.

A. Warning. A notice, oral or written, that the student has violated the rules of Conduct.

B. Reprimand. A written reprimand for violation of specified regulations.

C. Restitution. Compensation for loss, damage, theft or misappropriation of property, or injuries sustained in an incident of student misconduct. This may take the form of appropriate service, monetary, or material replacement or combination of these.

D. Probation. Probation consists of a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to have violated any institutional regulation(s) during the probationary period.

E. Loss of Privileges. Denial of specified privileges for a designated period of time. This may include denying the student access to any campus, site, or building while permitting the student to enroll in off-campus classes such as internet or correspondence classes.

F. Discretionary and Educational Sanctions. Participation in specific educational programs, such as alcohol or other drug educational intervention conferences, assessments, educational activities, including on-line instructional workshops, and work assignments or service to the institution or the community, and other related discretionary assignments.

G. Residence Hall Suspension. Separation of the student from the residence halls for a period of time, after which the student is eligible to return. The minimum period of suspension is one semester and the maximum period is two semesters. Conditions for readmission may be specified in the suspension.

H. Residence Hall Permanent License Cancellation. Permanent separation of the student from the residence halls.

I. Withholding of a Degree. Prior to the awarding of a degree, the institution may withhold a degree from a student.

J. Institutional Suspension. Exclusion for a definite period of time from attending classes and from participating in other activities of the System, as set forth in a written notice to the student. The official transcript of the student shall be marked --DISCIPLINARY SUSPENSION EFFECTIVE ____ TO ____. The parents or legal guardians of minor students shall be notified of the action.
A student who is enrolled in his or her last semester before graduation or is not currently enrolled in the System and who was not registered during the previous semester or who graduated at the end of the previous semester may request that the notation of the disciplinary suspension be removed from the official transcript when two years have elapsed since the expiration of the student's suspension. Such request must be submitted in writing to the president or his designee. If the request is not granted, the student at yearly intervals thereafter may submit a request for removal of the notation.

K. Deferred Institutional Suspension. Deferred separation of the student from the institution until the close of the current semester or some other time frame for review of student progress in addressing the conduct matter.

L. Institutional Expulsion. Termination of student registration and status for an indefinite period of time. Permission of the president shall be required for readmission. The official transcript of the student shall be marked --DISCIPLINARY EXPULSION EFFECTIVE ____. The parents or legal guardians of minor students shall be notified of the action.
A student who is enrolled in his or her last semester before graduation or who is not currently enrolled in the System and who was not registered during the previous semester or who graduated at the end of the previous semester may request that the notation of the disciplinary expulsion be removed from the official transcript when four years have elapsed since the expiration of the student's expulsion or termination. Such request must be submitted in writing to the president or designee. If the request is not granted, the student at yearly intervals thereafter may submit a request for removal of the notation.

Disciplinary Procedures

Disciplinary procedures for all NSHE students are fully outlined in *Board of Regents Handbook, Title 2, Chapter 10*.

Emergency Removal for Disciplinary Procedures

Board of Regents Handbook, Title 2, Chapter 10, Section 10.4.10.

The President, or the student conduct officer, may impose an immediate emergency removal (hereafter, "removal") prior to the resolution of a charge of violation of the rules of conduct on the charged student. This removal includes the immediate exclusion from the institution and all of the institution's campuses, sites, locations, and property of a student for an interim period whenever the president determines that this is required to:

a. ensure the safety and well-being of members of the institution's community,
b. protect institution property, or
c. if the student poses an ongoing threat of disruption of, or interference with, the normal operations of the institution,
d. protect any student from sexual harassment or retaliation for the report of sexual harassment.

10.4.11 Conditions of Emergency Removal and Hearing

When an emergency removal is imposed, the charged student shall be denied access to the institution, including classes and all other institutional activities or privileges for which the student might otherwise be eligible, as the President or the student conduct officer may determine to be appropriate. During the time of the removal from the institution, the student may not come onto institutional property for any reason other than meeting with the appropriate official(s) regarding resolution of the emergency removal of the student conduct violation. The student conduct officer may permit the student to participate in distance learning classes that do not include entering onto institutional property and provide adequate protections to prevent any of the conditions of a, b, c, or d above, from occurring.

Any student so removed shall be afforded an opportunity to a hearing on the emergency removal no later than fourteen calendar days following the removal unless the student agrees to delay the hearing to a later time. A hearing officer shall hold the hearing under the hearing procedures of the rules of conduct where those may be applicable. The student conduct hearing officer shall make a recommendation to the President. The President's decision upon the hearing officer's recommendation shall be final. The removal does not replace the regular disciplinary process, which shall proceed under this chapter.

Satisfactory Academic Progress Policy

Satisfactory Academic Progress

Students at Truckee Meadows Community College must maintain satisfactory academic progress towards a degree or certificate to remain in good standing. Students who meet the satisfactory academic progress requirements are considered to be in 'good standing' status. The college has established and will apply the following standard of academic progress to all degree-seeking (program) students.

This policy applies to the general student population. Additional progress standards for millennium scholarship and financial aid recipients are applied when appropriate.

Requirements

Grade Point Average (GPA): All TMCC program students are required to maintain a minimum cumulative 2.0 GPA.

Notification

- Students will be notified by the college when their cumulative GPA falls below a 2.0.
- Mandatory services will be implemented by the Counseling Center: .https://www.tmcc.edu/counseling/services-provided/student-support-programs/
- Students will be placed on academic probation only after having attempted 12 credits.

Academic Probation

Students whose GPA falls below 2.0 will be placed on academic probation. The academic probation process may include the following series of actions as determined by Counseling Center faculty/staff:

- Reduced course load
- Referral to the Tutoring and Learning Center (http://www.tmcc.edu/tutoring/)
- Assigned to academic mentor/advisor
- Financial assistance referral
- Follow-up counseling appointments
- *Third probationary semester*: Students who do not return to good academic standing after two consecutive semesters on academic probation; but who have increased their cumulative GPA, will be allowed to continue their education but will remain on academic probation.

Academic Disqualification

Students on academic probation who have not achieved academic improvement (identified as an increase in cumulative GPA) after three consecutive semesters on academic probation will be dismissed from TMCC for one semester, commencing immediately. Students may appeal their dismissal to the college, per the review of the Academic Intervention Committee.

Appeals

A student who fails to make satisfactory academic progress and is dismissed from TMCC has the right to appeal their dismissal. All appeals will be reviewed by the Academic Intervention Committee. The Academic Intervention Committee, chaired by the Director of Counseling, may be composed of Counselors, Advisors, the Retention Coordinator, the Tutor/Accommodation Specialist, and Faculty Academic Mentors.

To be reinstated after the dismissal term, the student must agree to adhere to the conditions established for probationary students re-admitted to TMCC (see Reinstatement). A student returning from dismissal will remain on academic probation until meeting the cumulative standards defined above (2.0 GPA).

For a second or subsequent dismissal, the student may not enroll for two full semesters.

Reinstatement

A student who has been academically disqualified by TMCC may return to the College after the period of dismissal has passed. The student remains on academic probation, and must agree to adhere to the established conditions of this probation. The student remains on academic probation until meeting the cumulative standards defined by the Satisfactory Academic Progress Policy.

Statement of Policy in Accordance with the Family Educational Rights and Privacy Act

Each semester, TMCC publishes information in the class schedule for students concerning the Family Educational Rights and Privacy Act of 1974, as amended. This act was designed to protect the privacy of educational records and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. This is not a means for challenging the fairness of a grade. A student wishing to challenge the fairness of a grade should read the section on Grade Appeals (http://catalog.tmcc.edu/records-grading-graduation/grade-reports/) and the Appeals Procedures (http://catalog.tmcc.edu/appeal/) section of this course catalog.

No one shall have access to, nor will the campus disclose any information from a student's educational records without the written consent of the student except to:

- personnel within the institution and college work study students performing an assigned college function;
- the Nevada System of Higher Education;
- University Police performing an assigned System function;
- the Controller General of the United States;
- the Secretary of the United States Department of Health, Education and Welfare;
- the United States Commissioner of Education;
- the Assistant Secretary of Education;
- the Nevada State Education Department;
- officials of other institutions in which the student is seeking to enroll;
- accrediting agencies carrying out their accreditation function;
- persons in compliance with a judicial order;
- parents who have established the student's dependency as defined by the Internal Revenue Code of 1954, Section 152;
- officials providing student financial aid;
- the Veterans Administration, Social Security Administration, the Guaranteed Student Loan program, Wells Fargo Bank, Bank of America, Chase Manhattan Bank, City Bank Corporation of New York and the United Student Aid Fund;
- organizations conducting studies for or on behalf of educational agencies;
- persons in an emergency in order to protect the health and safety of students or other persons.

Students may authorize the release of non-directory information to specific individuals by changing security settings via the MyTMCC Student Center.

At the registrar's discretion, the campus may provide directory information to agencies, businesses and individuals with legitimate interest in the educational or career goals of the student, in accordance with the provisions of the Act to include: student name, participation in officially recognized activities and sports, address, telephone number, weight and height of members of athletic teams, most recent educational agency or institution attended, email address(s), semesters of enrollment, full-time/part-time status, degree(s) awarded, emphasis field(s), certificate field(s), honors and awards, and date(s) of graduation.

Under the provisions of FERPA, school officials may release directory information at their discretion without prior consent of the student. A "school official" is:

- any person employed by the College in an administrative, supervisory, academic, research or support staff position (including law enforcement units and student workers);
- a person of a company with whom the College has contracted (such as an attorney, auditor or collection agent);
- a person serving on the Board of Regents;
- a person assisting another school official in performing his or her tasks.

Students may have directory information withheld by changing security settings via the MyTMCC Student Center. TMCC assumes that failure to specifically request the withholding of directory information indicates individual approval for disclosure. TMCC maintains records of requests and disclosures of personally identifiable information with the exception of the information disclosed to parties described above in the performance of their duties. The records of request, whether granted or not, shall include the names of the persons who requested the information and their legitimate interests in the information.

The law provides students with the right to inspect and review information in their educational records, to challenge the content of their educational records, to have a hearing if the outcome of the challenge is unsatisfactory, and to submit explanatory statements for inclusion in their file if they feel the decision of the hearing panel to be unacceptable.

Students wishing to review their educational records must file a written request with the custodian of the records listing the item or items of interest. Records covered by the Act will be made available for inspection within 45 days of the request. Students may have copies made of their records with certain exceptions, e.g., a copy of academic records for which a financial hold exists, or a transcript of an original or source document which exists elsewhere. Copies would be made at the students' expense of one dollar per page. Educational records do not include records of instructional, administrative and educational personnel which are in the sole possession of the maker and are not accessible or revealed to any individual except a temporary substitute; records of the law enforcement unit; employment records or alumni records. Persons who have not enrolled may not review their educational records.

Educational records may be located in the following offices of TMCC.

- Administration: may include disciplinary hearing records, and student appeal documents. The custodian of these records is the division administrator. This office may also have records of disciplinary investigations. The custodian of these records is the associate dean of instructional support.
- Admissions and Records Office: may include application for admission, transcripts of previous training, resident fee application, applications for change in tuition status, letters of recommendation, academic records, registration materials, veteran certification

records. The custodian of these records is the director of admissions and registrar.

- Business Office: may include registration payments, student loan files and miscellaneous fee records. Custodian of the records is the controller.
- Institutional Research and Assessment Office: may include test scores. The custodian of these records is the Executive Director of Institutional Research.
- Student Development Office: may include appeals and grievances. The custodian of these records is the vice president of student services.
- Financial Aid Office: may include financial aid records, scholarship records, and employment records. The custodian of these records is the director of financial aid.
- Instructional departments: may include records of students under the Job Training Partnership Act (JTPA) and records relating to student academic course work. Custodian of these records is the vice president of academic affairs.
- Special Training Projects: may include records of students under Adult Basic Education (ABE) and English as a Second Language (ESL). The custodian of these records is the coordinator of adult basic education/English as a second language.

Students may not inspect the following as outlined by the Act:

- financial information submitted by their parents;
- confidential letters and recommendations associated with admissions, employment, job placement or honors to which they have waived their rights of inspection and review;
- educational records containing information about more than one student, in which case the campus will permit access only to that part of the record which pertains to the inquiring student.

The campus is not required to permit a student to inspect and review confidential letters and recommendations placed in the student's file prior to January 1, 1975 provided those letters were collected under established policies of confidentiality and were used only for the purpose for which they were collected.

Students who believe that their educational records contain information that is inaccurate or misleading or is otherwise in violation of their privacy or other rights may discuss their problem informally with the custodian of that record. If the decision is in agreement with the student's request, the appropriate records will be amended. If not, the student will be notified within a reasonable period of time that the record will not be amended, and will be informed by the custodian of the record of any right to a formal hearing before the student appeals board, except in the case of a grade appeal. The policy on grade appeals is printed in the paragraph Grade Appeals (http://catalog.tmcc.edu/records-grading-graduation/grade-reports/) and in the Appeals Procedures (http://catalog.tmcc.edu/appeal/) section of this course catalog. Student requests for a formal hearing must be made in writing to the associate dean of institutional support. A student may present, at the student's expense, evidence relevant to the issues raised and may be assisted or represented at the hearing by choosing one or more persons, including attorneys.

Recommendations of the student appeals board will be based solely on the evidence presented at the hearing and will be presented to the president for approval or disapproval. Decisions of the president or designee will consist of written statements summarizing the evidence and stating the reasons for the decision, and will be delivered to all parties concerned. The educational records will be corrected or amended in accordance with the decision of the board if the decision is in favor of the student. If the decision is unsatisfactory to the student, the student may place with the educational records a statement setting forth any reason for disagreeing with the decision of the Board. The statement will be placed in the educational records, maintained as a part of the student's records and released whenever the records in question are disclosed.

Students who believe that the adjudication of their challenge was unfair, or not in keeping with the provisions of the Act may request in writing, assistance from the president of TMCC. Further, students who believe their rights have been abridged, may file complaints with the Family Educational Rights and Privacy Act Office, Department of Health, Education and Welfare, Washington, D.C. 20201, concerning the alleged failure of TMCC to comply with the Act. Revisions and clarifications of college policies will be published as experience with the law warrants.

Use of Social Security Numbers

The Privacy Act of 1974 requires that when any federal, state or local government agency requests disclosure of an individual's social security number, that individual must also be advised whether that disclosure is mandatory or voluntary, by what statutory or other authority the number is solicited and what use will be made of it.

Accordingly, students are advised that disclosure of their social security number is not required as a condition of registration at TMCC. Students desiring to register who do not wish to disclose their social security number may be assigned a special 10-digit student identifier number by the Admissions and Records Office. Students are responsible for utilizing the same identifier number throughout their attendance at TMCC to ensure accurate and complete records.

The social security number is used to verify the identity of the applicant. The assigned 10-digit student identifier will be used as an identifier on student records throughout the enrollment periods of the student in order to accurately record all necessary data. All permanent academic records maintained by the College utilize the assigned 10-digit student identifier as the unique identifier for a student.

As an identifier the assigned 10-digit student identifier is used in program activities such as determining enrollment, recording grades, certifying school attendance, generating student transcripts and student fees.

Authority is granted under the law for requesting disclosure of a student's social security number for the Nevada System of Higher Education, Student Accounting system.

Retention and Disposition of Student Records

Admissions

Applications for admission	Retain five years after last date of attendance and destroy
Application for resident fees	Retain five years after last date of attendance and destroy
Admission files for no shows	No retention
Incomplete admission files	No retention
Transcripts from other colleges	Retain five years after last date of attendance and destroy
Military service documents	Retain 3 years
Correspondence	Retain one year

Advanced standing admission evaluation	Retain five years after last date of attendance and destroy

Registration and Records

Student permanent academic record (transcript)	Retain permanently
Final grade sheets	Retain permanently
Special examinations	Retain permanently
Registration source documents	Retain two years
Change of registration	Retain two years
Correspondence	Retain two years
Refund exceptions	Retain two years
Transcript requests	Retain six months and destroy
Enrollment certifications	Retain one year and destroy
Class lists	Retain one year and destroy

Student Bill of Rights

Preamble

Truckee Meadows Community College exists for the transmission of knowledge, the pursuit of truth, the development of students, and the general wellbeing of society. Free inquiry and free expression are indispensable to the attainment of these goals. As members of the academic community, students should be encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth. Freedom to teach and freedom to learn are inseparable facets of academic freedom. The freedom to learn depends upon opportunities and conditions in the classroom, on the campus, and in the larger community.

The responsibility to secure and to respect general conditions conducive to the freedom to learn is jointly shared by all members of the academic community. Students exercising the rights and freedoms defined in this document shall do so with concomitant responsibilities as prerequisites for achievement of the educational objectives involved. Freedom to teach and freedom to learn are alike dependent upon modes of individual and collective conduct as permit the orderly exchange and pursuit of knowledge and opinion. A regard for the College as a physical as well as a social entity is a condition of its satisfactory functioning. Truckee Meadows Community College has a duty to develop policies and procedures that provide and safeguard these conditions. Policies and procedures should be developed at the College within a framework of general standards and with the broadest possible participation of the members of the academic community. The purpose of the following is to enumerate essential student freedoms.

Freedom of Access to Higher Education

See also: Admission to the College

Truckee Meadows Community College shall admit students without regard to age, disability, whether actual or perceived by others (including service-connected disabilities), gender (including pregnancy related conditions), military status or military obligations, sexual orientation, gender identity or expression, genetic information, national origin, race, or religion.

All facilities of the College shall be open to all students who meet the entrance qualifications and who maintain current such academic qualifications as may be required by the College.

In the Classroom

See also: Rules and Disciplinary Procedures for Students

The professor in the classroom and in conferences shall encourage free discussion, inquiry, and expression. Student performance shall be evaluated solely on an academic basis, not on opinions or conduct in matters unrelated to academic standards.

1. Protection of Freedom of Expression — Students shall be free to take reasoned exception by legal means to the data or views offered in any course of study and to reserve judgment about matters of opinion, but they shall be responsible for learning the context of any course of study for which they are enrolled.
2. Protection Against Improper Academic Evaluation — Students shall have protection through orderly procedures as established by the President of the College against prejudiced or capricious academic evaluation. At the same time, they shall be responsible for maintaining standards of academic performance established for each course in which they are enrolled.
3. Protection Against Improper Disclosure — The teacher-student relationship is a unique one to society. Information about student views, beliefs, and political associations which professors acquire thorough private consultations and private classroom work intended to be seen only by the professors shall be considered confidential. Protection against unreasonable and improper disclosures about student views, beliefs, and political associations which professors acquire in the classroom is a serious professional obligation. The judgment of ability (academic evaluation) and character (related to the discipline of study) may be provided under appropriate circumstances, normally with the knowledge and consent of the student.

Student Records

See also: Statement of Policy in Accordance with the Family Educational Rights and Privacy Act

1. The privacy and confidentiality of all student records shall be preserved. Official student academic records, supporting documents, and other student files shall be maintained only by full-time members of the institution staff employed for that purpose. Separate files shall be maintained of the following: academic records, supporting documents, general educational records, records of discipline proceedings, medical and psychiatric records, and financial aid records.
2. Access to his records and files is guaranteed every student subject only to reasonable regulation as to time, place, and supervision. The student may waive this right of access in respect to confidential evaluations and references in the graduate and other placement offices, which may be required for the purpose of securing placement in business, industry, government, or education. Exceptions to this right of access are:
   a. Financial records of parents.
   b. Confidential letters and statements of recommendation placed in the file before January 1, 1975.
   c. Records which the student has waived the right to inspect.
   d. Records of instructional, supervisory, and administrative personnel which are in the sole possession of the maker and which are not accessible or revealed to any other person except a regular replacement for that record holder. An example would be a professor's grade book.

   e. Record of law enforcement agencies which are kept separate from educational records, maintained only for law enforcement purposes, and available only to law enforcement officials of the same jurisdiction.
   f. Privileged records of physicians, psychiatrists, and other professionals or para-professionals concerned with the treatment of a student and available only to other professionals and para-professionals providing treatment. (Students may designate a physician or other appropriate professional to view the records.)
3. No record may be made in relation to any of the following matters except upon the express written request of the student:
   a. race,
   b. religion,
   c. political or social view, and
   d. membership in any organization other than honorary and professional organizations directly related to the educational process.

Student Affairs

Freedom of Association

See also: Regulations Concerning Student Sponsored Events and Regulations Concerning Off-Campus Organizations (p. 340)

1. For any legal purpose students shall be free to organize and join associations to promote their common interests and shall be free to determine their own membership, policies, and actions.
2. Affiliation with an extramural organization shall not in itself affect recognition of a student organization.
3. Campus organizations which include students, including those affiliated with an extramural organization, shall be open to all students without respect to race, creed, or national origin. They shall not be required to submit a membership list as a condition of institutional recognition.

Freedom of Inquiry and Expression

See also: Regulations Concerning Student Sponsored Events and Regulations Concerning Off-Campus Organizations (p. 340)

1. Students and student organizations shall be free to examine and discuss all questions of interest to them and to express opinions publicly and privately. They shall be free to support causes by legal and orderly means which do not interfere with the operation of the College or of its educational objectives.
2. Freedom to speak and to hear will be maintained for students, faculty, and staff and college policies and procedures will be used to provide a full and frank exchange of ideas. An effort should be made to allow a balanced program of speakers and ideas.
3. An invitation to speak at Truckee Meadows Community College does not imply that the College endorses the philosophy or ideas presented by the speaker.

Student Participation in College Government — As constituents of the academic community, students shall be free, individually and collectively, to express their views on issues of college policy and on matters of general interest to the student body. The student body shall have clearly defined means to participate in the formulation and application of college policy affecting academic and student affairs. The roles of the student government and both its general and specific responsibilities shall be made explicit, and the actions of the student government within the areas of its jurisdiction shall be reviewed only through orderly and prescribed procedures.

Student Publications — Student publications and the student press are valuable aids in establishing and maintaining an atmosphere of free and responsible discussion and of intellectual exploration of the campus. They are a means of bringing student concerns to the attention of the faculty and the administration and of formulating student opinion on various issues on the campus and in the world at large. In the delegation of editorial responsibility to students, the College shall provide sufficient editorial freedom and financial autonomy for the student publications to maintain their integrity or purpose as vehicles for free inquiry and free expression in the academic community. As safeguards for the editorial freedom of student publications the following provisions are necessary:

1. The student press shall be free of censorship and advance approval of copy, and its editors and managers shall be free to develop their own editorial policies and news coverage.
2. Editors and managers of student publications shall be protected from arbitrary suspension and removal because of student, faculty, administrator, or public disapproval of editorial policy or content (Board of Regents, 7/76).
3. All student publications shall explicitly state that the opinions expressed therein are not necessarily those of the College or student body. The editorial freedom of student editors and managers shall entail corollary responsibilities to be governed by the canons of responsible journalism, as prescribed by the Student Publications Board and approved by the Board of Regents, and offer reasonable opportunities for rejoinder to the same audience.

Right to Assemble

TMCC supports constitutionally protected freedom of speech and peaceful assembly rights and has established a public forum area at the Dandini Campus for use by TMCC students, employees and outside entities for this purpose.

Off-Campus Freedom of Students

See also: Regulations Concerning Off-Campus Organizations (p. 340)

Exercise of Rights of Citizenship — Truckee Meadows Community College students are both citizens and members of the academic community. As citizens, students have the same freedom of speech, peaceful assembly, and right of petition that other citizens enjoy and, as members of the academic community, they are subject to the obligations that accrue to them by virtue of this membership.

Institutional Authority and Civil Penalties — The College has no legal authority over a student when he is outside college property unless engaged in official college activities, except as provided elsewhere. Students who violate the law may incur penalties prescribed by civil authorities, but institutional authority shall not be used merely to duplicate the function of general laws. Only where institutional interests as an academic community are distinct from those of the general community may disciplinary proceedings be invoked by the institution. Institutional action shall be independent of community pressure.

Procedural Standards in Disciplinary Proceedings

See also: Rules and Disciplinary Procedures for Students

The authorities of educational institutions have the inherent power and responsibility to protect the educational purpose through the regulation of the use of their facilities and through the establishing of standards of conduct and scholarship for the students who attend. Disciplinary action plays a role substantially secondary to example, counseling, guidance, and admonition. When warranted, disciplinary proceedings shall be enforced, and when they are, proper procedural safeguards shall be observed to protect the student from the unfair imposition of penalties.

The administration of discipline shall guarantee procedural fairness to an accused student. The jurisdictions of faculty and/or student judicial bodies or other regularly established judicial bodies, the disciplinary responsibilities of college officials, and the regular disciplinary procedures, including the student's right to appeal a decision, shall be clearly formulated and communicated in advance. In all situations, procedural fair play shall require that the student be informed of the nature of the charges against him/her, and that he/she shall be given a fair opportunity to refute them, that the College shall not be arbitrary in its actions, and that there shall be provision for appeal of a decision.

Standards of Conduct Expected of Students — The College has an obligation to clarify those standards of behavior which it considers essential to its educational mission and its community life. Offenses shall be clearly defined and interpreted in a manner consistent with the aforementioned principles. Disciplinary proceedings shall be instituted only for violations of existing standards of conduct and those which will be formulated with student participation and published in advance.

It shall be the student's obligation to become aware of college rules and regulations and to conduct himself/herself as a responsible citizen, to abide by the College's stated rules and regulations, and to express either assenting or dissenting opinions in an orderly manner.

Investigation of Student Conduct

1. Premises occupied by students, whether college controlled or not, and the personal possessions of students shall not be searched without permission or without legal authority. Such legal authority includes that which arises from the College-student relationship.
2. Students accused of serious violations of college regulations shall be informed of their rights by the College official in charge of student discipline, the student conduct officer. Institutional representatives shall not coerce admissions of guilt.

Status of Students Pending Final Action — Pending action on criminal charges off campus or disciplinary proceedings on campus, the status of a student shall not be altered or his/her right to be present on the campus and to attend classes suspended, except for reasons relating to the safety and well-being of students, faculty, administration, or to college property. In circumstances of the magnitude described above, the President of the College may suspend a student pending decision on the charges.

Hearing Procedures — In accordance with Title 2, Chapter 10 of the Nevada System of Higher Education Code, a student is entitled to a hearing on a disciplinary charge. The following suggested procedure shall satisfy the requirements of "procedural due process":

1. Hearings shall be instituted with dispatch after a student is charged with an offense. Students shall be notified in time to prepare an adequate defense against those charges.
2. The student shall be informed, in writing, of the reasons for the proposed disciplinary action with sufficient particularity and in sufficient time to ensure opportunity to prepare for the hearing.
3. The student appearing before a hearing shall have the right to be assisted in his/her defense by an advisor of his/her choice.
4. The burden of proof rests upon the officials bringing the charge.
5. The student shall be given an opportunity to testify and to present evidence and witnesses. The student shall have an opportunity to hear and question adverse witnesses. In no case shall a hearing committee consider written or recorded statements against him/her unless he/she has been advised of their content and the names of those who made them, and unless he/she has been given an opportunity to rebut unfavorable inferences which might otherwise be drawn.
6. All matters upon which the decision may be based shall be introduced into evidence at the hearing. The decision shall be based solely upon such matters. The admissibility of evidence shall be determined by the hearing board or officer and subject to review through appeal.
7. The hearing shall be private unless the student requests an open hearing.

Student Appeals Board

See also: Appeals (p. 321) section in course catalog

Purpose of the Appeals Board

1. The Student Appeals Board is only a recommending board to the Vice President of Student Services and Diversity. The Vice President makes the final decision.
2. The Student Appeals Board does not handle affirmative action issues, grade change issues, or policies within the classroom, disciplinary issues or student financial aid appeals.
3. Affirmative action issues must follow Board of Regents Handbook policies for discrimination/sexual harassment. Affirmative action issues are referred to the Director of Human Resources.
4. Grade change issues or policies within classroom are referred through the instructor, then to the chair or program coordinator, and finally to the appropriate instructional dean. The dean has final authority for grade change issues or policies within the classroom.
5. Disciplinary issues must follow the Board of Regents Handbook and are referred to the appropriate individuals depending upon the type of infringement that has occurred.
6. Financial Aid has its own Student Financial Aids Appeal Board.

Student Right To Know

TMCC is pleased to provide the following information regarding our institution's graduation/completion and transfer-out rates. The information is provided in compliance with the Higher Education Act of 1965, as amended. The rates reflect the graduation, completion and transfer-out status of students who enrolled during the Fall 2012 semester and for whom 150% of the normal time-to-completion has elapsed.

During the fall semester of 2012, 540 first-time, full-time, certificate or degree-seeking students entered TMCC. After 6 years, 30% of these students had graduated from our institution or completed their programs and 14% had transferred to other higher education institutions.

Questions related to this report should be directed to:

Institutional Research Office
775-673-8239

While reviewing this information, please bear in mind:

· Graduation and transfer-out rates are based on 6 years of attendance that equates to 150% of our longest program.

· Graduation (and transfer-out) rates do not include students who left the school to serve in the armed forces, on official church missions, or in the foreign service of the federal government. Students who died or were totally and permanently disabled are also excluded.

· The majority of TMCC's students are not full-time (In Fall 2018, only 28% enrolled in 12 or more units per semester), and graduation is not the only measure of success for all of our students.

Transfer Credit Policy on the Evaluation of Previous Training and Education

1. Advanced Standing from Other Colleges and Universities
   a. Applicants must submit an official transcript from all colleges and universities previously attended.
   b. The accreditation of the institution by one of the eight regional accrediting organizations and the listing published in the American Association of Collegiate Registrars and Admissions Officers Transfer Credit Practices of Designated Educational Institutions governs the acceptance of transfer credit. The eight regional accrediting organizations includes: Middle States Association of Colleges and Schools Middle States Commission on Higher Education (MSCHE), New England Association of Schools and Colleges Commission on Institutions of Higher Education (NEASC-CIHE), New England Association of Schools and Colleges Commission on Technical and Career Institutions (NEASC-CTCI), North Central Association of Colleges and Schools The Higher Learning Commission (NCA-HLC), Northwest Commission on Colleges and Universities (NWCCU), Southern Association of Colleges and Schools (SACS) Commission on Colleges, Western Association of Schools and Colleges Accrediting Commission for Community and Junior Colleges (WASC-ACCJC), Western Association of Schools and Colleges Accrediting Commission for Senior Colleges and Universities (WASC-ACSCU).
      I. Credit may be granted for courses in which a grade of D- or better (*including transfer credit earned as pass/fail*) is earned at any of the institutions with general (AG), or provisional (AP) ratings in the Transfer Credit Practices of Designated Educational Institutions. Credit may always be granted as elective credit, but credit intending to satisfy a department equivalent or department elective must be approved by the specific instructional division offering the degree. Transfer credit may be disallowed and may not apply toward degree, emphasis, or certificate requirements if the course was taken so long ago that the student would not possess current knowledge and/or skills. Courses in this category may still be applied as elective credit. Students who believe they have current skills and knowledge in the subject area should contact the appropriate department chair for information on validation or verification. Acceptance of credit for qualification into the health sciences special selection programs requires a grade of C or better.
      II. Credit is not accepted from schools that are non-acceptable (N or NP rating). If the school is not listed, refer to the section of this catalog entitled nontraditional credit policy.
      III. A maximum of 45 semester units or 75 percent of the total units required for a degree, whichever is greater, of previous training, education or credit by examination toward an associate degree, with the following limitations:
         1. Not more than 75 percent of the units required for a degree may be applied from other colleges and universities.
         2. Not more than 30 semester units from credit by examination.
         3. Not more than 16 semester units from non-traditional sources.
         4. If credit is more than 10 years old, only elective credit will be granted unless the student provides copies of course descriptions for Transfer Credit Evaluation. Credit may also be granted if the student has been employed in the field since she/he successfully completed the course.
         5. Students who have already completed an Associate of Arts, Associate of Science, baccalaureate, master's or doctoral degree from a regionally accredited institution are not required to repeat the System or College requirements for general education unless specific general education courses are required for completion of the student's declared field of study. The College will grant credit for this block as a grade of S, which is Satisfactory. However, evidence of completion of U.S. and Nevada Constitutions and Diversity units are required of all degrees.
2. Advanced Standing for Credit by Examination
   a. The maximum number of units earned by examination that may apply toward a degree may not exceed 30 units.
   b. Grading for examinations will be on an S/U basis. Credit is granted on the basis of the policy below and is posted on the transcript with a grade of S (Satisfactory). Examinations which are graded U (Unsatisfactory) will not be posted to the transcript.
   c. Credit earned by examination may not apply toward satisfying the minimum 15 units in residence required for graduation purposes.
   d. Each student is responsible for arranging to complete the various examinations and for requesting the official score reports be sent directly to the Admissions and Records Office.
   e. TMCC reserves the right to deny any petition for credit.
   f. Credit by examination does not count as part of a student's unit load for any given semester nor is it computed into the grade point average.
   g. Only currently admitted students may seek credit by examination.
   h. No examination may be taken or repeated for additional credit.
   i. Credit may not be earned for an examination that covers, at an elementary level, the subject matter of a more advanced course for which the student has already received credit or is currently enrolled in. Decisions about the hierarchy of classes shall be made by the appropriate academic division.
   j. Credit will be granted as general elective credit only, unless specific examinations have been placed on the College's Challenge List, and therefore have been determined to be equivalent to specific general education or departmental core requirements. If an additional satisfactory essay or demonstration is required in addition to an exam on the challenge

list, credit will not be granted unless the additional requirement is fulfilled.

k. Specific Examinations and Limitations
   I. ACT PEP (Proficiency Examination Program): In general, three units may be granted for each examination for scores of 50 or above, a letter grade of C or higher, or a Pass grade, and a satisfactory essay where required.
   II. CBAPE (College Board Advanced Placement Examination): Three or more units may be granted for scores of 3, 4 or 5 and a satisfactory essay where required. See complete CBAPE table.
   III. CLEP (College Level Examination Program): Three or more units may be granted for subject exams with a score of 50 or more which meets the ACE recommendations for credit. Some exams may require an essay in addition to the objective test.
   IV. DANTES (Defense Activity for Nontraditional Education Support) Examinations: Three or more units may be granted for completion of an exam with a score of 50 or higher, and a satisfactory essay, where required.
   V. Departmental Examinations
      1. Only examinations on approved course challenge list may be applied for.
      2. A student may not retake a departmental examination.
      3. From the time of application for a departmental examination, a student has one full semester in which to complete the examination.
   VI. International Baccalaureate (IB) Examination
   The College grants credit and assigns a grade of "S" for IB higher level (HL) examinations passed with a minimum score of 4. Credit is not granted for the standard level (SL) examinations. A maximum of 24 units may be granted for examinations completed through the IB diploma program. Evaluation is on a course by course basis with a maximum of eight semester units in any one discipline. The following examinations have been determined to have TMCC course equivalence:

IB Examination	Minimum Score Required	University Course Equivalent
American History	4	HIST Lower Elective (U.S. Constitution 3 units)
Anthropology	4	ANTH 101 (3 units)
Biology	4	BIOL 100 (3 units)
Biology	5	BIOL 190A, BIOL 190L (4 units)
Chemistry	4	CHEM 100 (3 units)
Chemistry	5	CHEM 121 (4 units)
Computer Science	4	Computer Science Lower Elective (3 units)
Economics	4	ECON Lower Elective (Social Science 3 units)
English (Lang A1)	4	ENG 101, ENG 297 (6 units)
English Literature	4	ENG Lower Elective (Humanities 3 units)
Geography	4	GEOG Lower Elective (3 units)
History	4	HIST Lower Elective (3 units)
Language B	4	
Arabic	4	Foreign Language Lower Elective (6 units)
Chinese	4	Foreign Language Lower Elective (6 units)
French	4	FREN 211, FREN 212 (6 units)
German	4	GER 211, GER 212 (6 units)
Hindi	4	Foreign Language Lower Elective (6 units)
Japanese	4	Foreign Language Lower Elective (6 units)
Korean	4	Foreign Language Lower Elective (6 units)
Spanish	4	SPAN 211, SPAN 212 (6 units)
Mathematics with Option 8: Statistics and Probability	4	MATH 181 and STAT 152 (7 units)
Mathematics with Option 9 or 11	4	MATH 181 (4 units)
Mathematics with Option 10: Series and Differential Equations	4	MATH 181 and MATH 182 (8 units)
Music	4	MUS 121 (3 units)
Philosophy	4	PHIL 101 (3 units)
Physics	4	PHYS 100 (3 units)
Physics	5	PHYS 151 (4 units)
Psychology	4	PSY 101 (3 units)
Theater Arts	4	THTR 100 (3 units)
Visual Arts	4	ART Lower Elective (3 units)

3. Advanced Standing from Nontraditional Sources (Military training and schools; United States Armed Forces Institute (USAFI); Defense Activity for Nontraditional Education Support (DANTES); correspondence; extension; certificate; and proprietary schools.)
   a. Applicants must submit all official documents and specific information on the length, content, and other pertinent documentation before an evaluation will be completed.
   b. A maximum of 25 percent of the units required for the degree/emphasis/certificate may be accepted in this category (except as noted below).

c. Effective 8/2017, upon evaluation, credit for military training granted in this category may be used for all degrees offered by TMCC. These units consist of those designated by ACE guide as lower division baccalaureate units. Upper division baccalaureate units, as defined by ACE, may be used in Associate of Arts or Associate of Science degrees.
d. Credit is granted on the basis of the policy below and is posted on the transcript.
e. Credit earned from nontraditional sources may not apply toward satisfying the minimum fifteen units in residence required for graduation purposes.
f. Specific Policies
   I. Military Training and Schools
      1. Up to four elective units in physical education are granted if the applicant has completed basic training. This credit is applicable toward all associate degrees.
      2. The Community College of the Air Force is considered an accredited college. Refer to the section in this course catalog on Advanced Standing from Other Colleges and Universities.
      3. Military Schools
         a. Applicants must submit an in-service training record and DD 214, unless still on active military duty, for an evaluation of service school training;
         b. Applicants must show the exact title of the course, location of the course and length of the course in weeks. Credit may be granted based on the recommendations found in A Guide to the Evaluation of Educational Experiences in Armed Services. If a course is not listed, no credit will be granted;

I. USAFI/DANTES credit is granted for college level courses by self-study, group study, class instruction, examination or correspondence. TMCC accepts credit by American Council on Education recommendations only. Only elective credit in the Associate of Applied Science and Associate of General Studies degrees may be granted.
II. Correspondence Only courses from extension divisions of accredited colleges and universities are acceptable. Only elective credit may be granted. Correspondence courses from the University of Nevada, Reno or the University of Nevada, Las Vegas may be applicable toward degree requirements based on the decision of the vice president of academic affairs.
III. Extension Only courses from extension divisions of accredited colleges and universities are acceptable. Courses in which continuing education units (CEU) have been earned will be evaluated as certificates. Only elective credit may be granted. Extension courses may be applicable toward degree requirements based on the decision of the vice president of academic affairs.
IV. Certificates Only certificates in the applicant's occupational area for an Associate of Applied Science degree are reviewed. Only elective credit, core/emphasis, may be granted. All certificates must indicate hours and a course outline is required before an evaluation is completed. Decision of acceptability will be made by the appropriate dean. A current, valid state-approved Emergency Medical Technicians (EMT) training program of 110 hours may be evaluated for seven elective units. Refresher course programs will not be accepted for credit. This policy is restricted to students pursuing an Associate of Applied Science degree or certificate of achievement in the following occupational areas: criminal justice, fire science technology and health sciences. The 200-hour certified firefighter certificate may be accepted for up to six units, three of which may be used in lieu of FT 101, upon approval of the vice president of academic affairs. Any certificate training completed after May 1, 1992 may be awarded a maximum of six units applied towards the fire science technology certificate of achievement or Associate of Applied Science fire science technology degree.
Non-traditional education credit can only be applied toward an Associate of Applied Science, and Associate of General Studies or a certificate of achievement. The student must have at least 15 semester units at TMCC before non-traditional credit is considered.
V. Proprietary Schools - A proprietary school must be accredited by a business, technical, or private accreditation association. Credit may be granted for general education courses with the approval of the vice president of academic affairs. Skill courses may be accepted for occupational credit requirements for the associate of applied science degree. Students must provide course descriptions, instructor name and qualifications, syllabi or catalogs along with an official transcript. Approval is dependent upon instructor qualifications and similar course equivalency. Applicability of credit toward the associate of applied science degree is a decision of the vice president of academic affairs. The college may require the student to take a test to validate skill in the area before credit is accepted.

VI. Dual Credit through Washoe County Schools - Academic credit will be awarded for college courses identified in the program articulation agreements between the Washoe County School District and TMCC. The amount of credit varies from program to program. Information about the articulated programs may be obtained from Admissions and Records or the Washoe County School District.
VII. Other Recognized Sources
   a. Peace Officers Standard Training (POST) - eight elective units will be granted for those taking training after October 1973. For training taken prior to 1973, four units may be granted for a basic certificate and/or four units may be granted for an intermediate certificate. Between 1988 and 1998, students who completed the High Sierra Regional Law Enforcement Academy could purchase 24 units within two years of completion, excluding POST credit.
   b. American Institute of Banking (AIB) - Credits are evaluated as regular college or university transfer courses. An official AIB transcript is required for evaluation and the AIB catalog is used to determine the equivalent unit value. The applicability of credit toward degree requirements is the decision of the vice president of academic affairs.
   c. Advanced American Red Cross - Adult Education - One elective unit of physical education may be granted.

College-Level Examination Program (CLEP)

Credit may be granted and a grade of "S" assigned upon receipt in the Admissions and Records Office of an official score report, showing completion of at least one general examination with a score of 50 or above, or subject examinations with a score of 50 or above. Such credit may need to be supported by a satisfactory essay, where specified. Optional essays are an additional charge and require additional proctoring fees. If you are interested in completing an optional essay, you must notify the testing center in writing at testingcenter@tmcc.edu and pay for the additional fees at least 30 days prior to scheduled test date. Subject examinations may be taken at any time. Information pertaining to test dates, registration and test bulletins (some offering sample

exams) are available on the Dandini Campus in Testing Services (http://www.tmcc.edu/testing/tests-we-offer/), located in RDMT 124 or email testingcenter@tmcc.edu.

Category	Subject	TMCC Equivalent	Credit Granted
General	College Composition (including essay) Score 50-63	ENG 101	3
	College Composition (including essay) Score 64 or above	ENG 101 and ENG 102	6 [1]
	Humanities	Elective	6
	College Mathematics	MATH 120	3
	Natural Sciences	Elective	6
	Social Sciences or History	Elective	6
Biology	General Biology	BIOL 190A (no lab)	3
Business	Financial Accounting	ACC 201	3 [2]
	Information Systems and Computer Applications	IS 101	3
	Introductory Business Law	Elective	3
	Principles of Management	MGT 201	3
	Principles of Marketing	MKT 210	3
Chemistry	General Chemistry	Elective	3
Economics	Principles of Macroeconomics	ECON 103	3
	Principles of Microeconomics	ECON 102	3
Education	Introduction to Educational Psychology	Elective	3
English	American Literature	ENG 241	3
	Analyzing and Interpretation Literature	ENG 242	3
	College Composition Modular (including essay)	ENG 101	3 [3]
	College Composition Modular (including essay)	ENG 101 and ENG 102	6 [3]
	College Composition Modular (essay not reported)	Elective	3 [6]
	English Literature	ENG 235	3
History	US History I: Early Colonization to 1877	HIST 101	3 [4]
	US History II: 1865 to present	Elective	3 [5]
	Western Civilization I: Ancient Near East to 1648	HIST 105	3
	Western Civilization II: 1648 to present	HIST 106	3
Human Development and Family Studies	Human Growth and Development	HDFS 201	3
Mathematics	Calculus	MATH 181	4
	Pre-Calculus I	MATH 126	3
	College Mathematics	MATH 120	3
Political Science	American Government	PST UST	3 [4]
Psychology	Introductory Psychology	PSY 101	3
Sociology	Introductory Sociology	SOC 101	3

[1] General English Examination: Scores earned prior to October 1978 or after April 1986 require a satisfactory essay and a score of 500 to 639 for three units, or 640 or higher for six units (which satisfies the English requirement at TMCC). Scores earned from October 1978 through April 1986 require a satisfactory essay and a score of 610 to 749 for three units, or 750 or higher for six units (which satisfies the ENG 101 & ENG 102 requirement at TMCC).

[2] Principles of Accounting was replaced by Financial Accounting as of June 30, 2007. Principles of Accounting were equivalent to ACC 201 and ACC 202 (6 units).

[3] English Subject Examinations: With an objective test score of 64 or higher and a satisfactory essay examination, six units are granted (satisfying the ENG 101 & ENG 102 requirement at TMCC).

[4] Does not satisfy NV constitution.

[5] Does not satisfy US or NV constitution.

[6] If essay was not included in the exam, only English elective credit will be granted. Students wishing to receive English equivalent course credit may petition the department to complete the essay portion.

College Board Advanced Placement Examination (CBAPE)

These examinations are for students in high school. Upon receipt of an official score report from the College Board and a satisfactory essay when required, the Admissions & Records Office grants credit as specified

and assigns a grade of 'S' for scores of 3, 4, or 5. The students will have satisfied requirements where appropriate.

	Examination	TMCC Equivalent	Credit Granted
Art	History	ART Elective	3
	Studio Art	ART Elective	3
Biology		BIOL 100	3
		BIOL 190 (3cr.) and BIOL 191A (3cr.)	3 [7]
Chemistry		CHEM 121 (4cr.)	4 [8]
		CHEM 121 (4cr.) and CHEM 122 (4cr.)	8 [8]
Computer Science	Computer Science A	CS 135	3
	Computer Science Principles	CS 105	3
Economics	Macroeconomics	ECON 103	3
	Microeconomics	ECON 102	3
English	English Literature and Composition	ENG 101	3
	English Language and Composition	ENG 101, ENG 102	3 or 6 [2]
Environmental Science			
		Environmental Science Elective	3
		ENV 101	3
Foreign Language	French, German, Spanish		
		111 (4cr.) and 112 (4cr.)	8 [6]
		112 (4cr.) and 211 (3cr.)	
		211 (3cr.) and 212 (3cr.)	
History	U.S.	HIST 101 and HIST 102	6 [6]
	European	HIST 105 and HIST 106	6 [6]
	Geography	GEOG 106	3 [6]
Mathematics	Calculus A, B	MATH 181	4
	Calculus B, C	MATH 181 (4 cr) and MATH 182 (4 cr)	8
	Statistics	STAT 152	3
Music	Theory	Music Elective	3
		Music 203	3
Physics			
	Physics 1	PHYS 151	4 [9]
	Physics 2	PHYS 152	4 [9]
	C (Mechanics)	PHYS 180/180L (4 cr)	4 [9]
	C (Electricity and Magnetism)	PHYS 181/181L (4 cr)	4 [9]
Political Science			
	U.S. Government and Politics	PSC 101	3
	Comparative Government and Politics	PSC 211	3
Psychology		PSY 101	3

[1] With an objective test score of 3, three units of BIOL LELC are granted; with an objective of 4 or 5, three units of BIOL 190A and three units of BIOL 191A are granted.

[2] With an objective test score of 3, three units are granted. With an objective score of 4 or 5, six units are granted.

[3] With an objective test score of 3, three units are granted for CS 135; with an objective score of 4 or 5, six units are granted for CS 135 and CS 202.

[4] With an objective test score of 3, three units are granted for ENG 101. With an objective score of 4 or 5 on the Language and Composition exam, six units are granted for ENG 101 and ENG 102. A maximum of six units may be awarded for the AP exam in English.

[5] Elective credit will be granted for a test score of 3. Course equivalence with an objective score of 4 or 5 only.

[6] With an objective test score of 3, four units are granted. With an objective score of 4 or 5, eight units are granted.

[7] Students must contact the Biology Dept. to complete BIOL 190L(1cr.) and BIOL 191L(1cr.)

[8] Students must provide evidence of having completed a college level lab.

[9] To earn TMCC credit for course equivalent for PHYS 151 or PHYS 152, PHYS 180/180L, PHYS181/181L, the student will need to demonstrate completion of the accompanying lab component as well as a score of 3, 4 or 5.

Truckee Meadows Community College Library Policies

By obtaining a library account, patrons of any TMCC library location agree to:

- *Have an active TMCC ID or TMCC Library Card to check out any material.*
- *Renew or return all materials by the due date.*
- *Read and respond to all library notices promptly.*
- *Inform the TMCC library of updates to your patron record with all address changes.*
- *Be responsible for the borrowed materials and notify the library if material is lost, stolen or damaged beyond repair.*
- *Pay any fines or fees for non-return of library materials checked out on your patron record.*

Patrons are also subject to the Library Circulation Code and any other policies outlined at www.tmcc.edu/library/. Please visit this website for more information.

VETERANS UPWARD BOUND

Location: Meadowood Center, 5270 Neil Road, S303
Phone: 775-829-9007
Website:http://www.tmcc.edu/veterans-upward-bound/

The Veterans Upward Bound Program is an educational program funded by the U.S. Department of Education. It is designed to assist veterans in preparing for success in college and other post-secondary training.

Veterans Upward Bound provides a comprehensive program of support services to improve both academic and motivational skills. Services are available for college preparation and High School Equivalency completion. Specific services include developmental courses to improve basic skills, tutoring, career counseling and advisement, college orientation, assistance with admissions, financial aid and referrals to other agencies. Veterans must meet program eligibility requirements.

For more information, visit the Veterans Upward Bound Office.

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