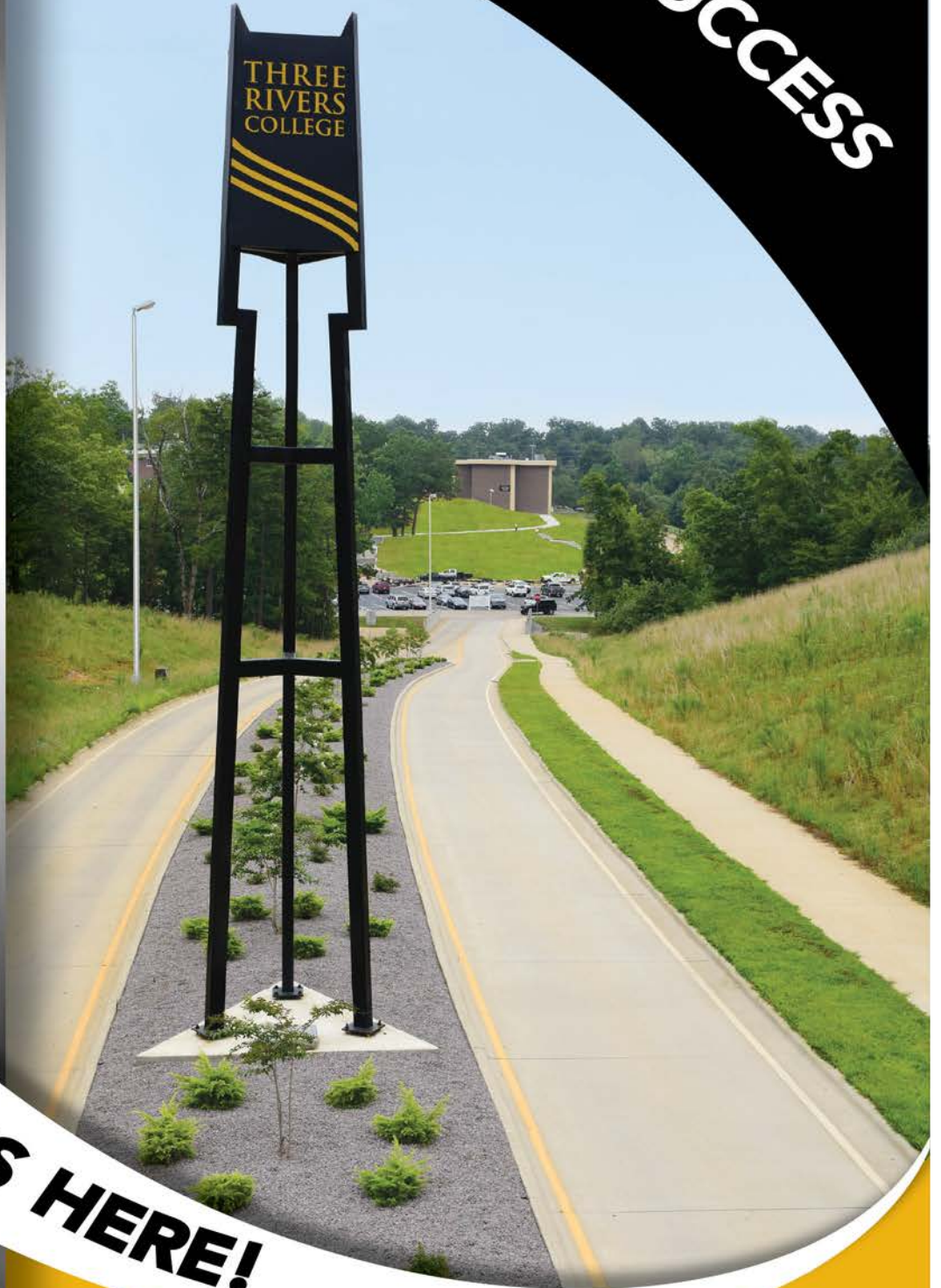


THREE RIVERS COLLEGE

THE ROAD TO SUCCESS



BEGINS HERE!

COLLEGE | 2017-2018 | **CATALOG**

Welcome to Three Rivers College, where our focus is your success



Thank you for choosing Three Rivers College, where our focus is your success.

At Three Rivers, you will discover a student-centered culture that includes faculty who know their students' names, staff who provide guidance on individual education plans, and tutors who provide enhanced instruction and academic support.

Whether you are just beginning your college career, coming back to finish a degree, training for a new job, seeking career advancement, or enhancing your skills, at Three Rivers you will find the opportunities you seek to learn and grow.

Three Rivers is prepared to meet the needs of all our students – from recent high school graduates to retirees; from valedictorians to those needing academic assistance; from students seeking transfer to a four-year program to those training for in-demand career/technical fields.

We help you succeed by providing open access to affordable, high-quality education in an environment where you matter as a person. We provide individual attention so you will not get lost in the crowd. If you have work and family obligations, we offer classes at convenient locations and times, as well as online courses. We have a range of services to support your success, including advising, tutoring, financial aid, library resources, career and transfer assistance, on-campus apartments, and bachelor's degree completion programs.

During your time at Three Rivers, seize the opportunity to enrich your college experience by getting involved with student organizations, participating in college activities, and attending athletic games and fine arts performances.

The success of Three Rivers shows in its graduates. Students from Three Rivers have transferred to colleges and universities across the country and experienced high levels of success. Graduates of our career/technical, nursing, and allied health programs are finding good-paying jobs in in-demand fields.

Three Rivers alumni include physicians, dentists, nurses, and laboratory technicians. They are finding success in law enforcement, government, education, manufacturing, and agriculture. They lead corporations, run successful businesses, and coach sports teams. They are attorneys, fire fighters, network administrators, engineers, and scientists.

We invite you to become part of Three Rivers' continuing success story and join our community of students who are reaching their life goals through community college education. You will find that success does start at Three Rivers College.

Sincerely,

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

WESLEY A. PAYNE, Ph.D.
President, Three Rivers College

Three Rivers College Board of Trustees



Eric Schalk
Chairman
Butler County



Darren Garrison
Vice-Chairman
Wayne County



Randy Grassham
Secretary
Carter County



Dr. Amber Richardson
Treasurer
Butler County



Gary Featherston
Trustee
Ripley County



Chris Williams
Trustee
Butler County

TABLE OF CONTENTS





Table of Contents

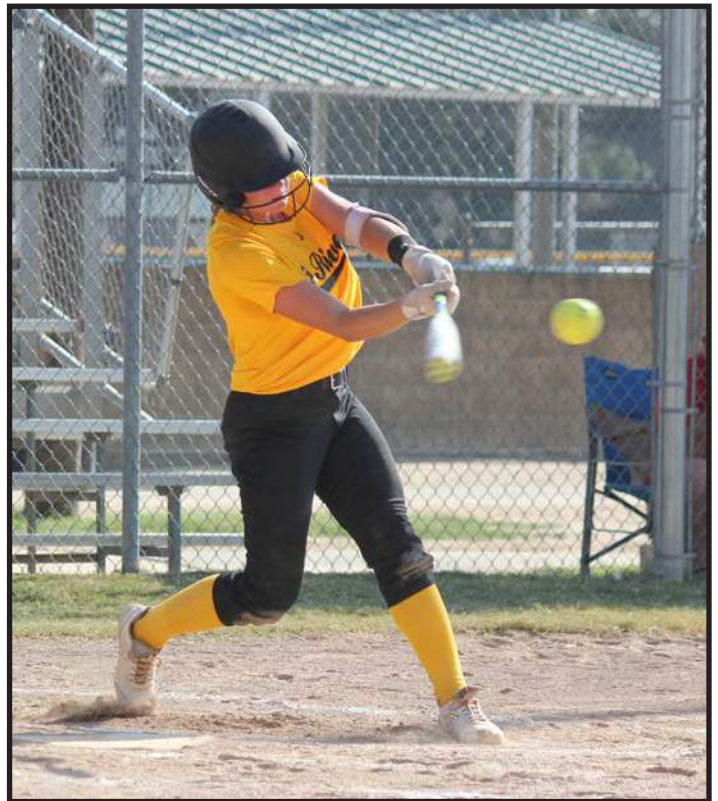
LOCATIONS	7	Advanced Placement (AP) Credit.....	21
CONTACT INFORMATION	8	Credit for Prior Learning	21
IMPORTANT DATES	9	Military Experience Evaluation	21
ABOUT US	12	Credit Transfer from Other Colleges.....	21
The College	12	COST AND FINANCIAL ASSISTANCE	23
College History.....	12	Financial Aid.....	23
Vision Statement	12	Financial Assistance Programs.....	23
Mission Statement	12	Federal Pell Grants.....	23
Core Values.....	12	Federal Supplemental Educational Opportunity	
Strategic Plan 2016-2020.....	13	Grants (FSEOG)	23
Accreditation	14	Federal Work-Study Program (FWS).....	23
ADMISSIONS	15	Loans.....	24
Civil Rights	15	Missouri A+ Scholarship.....	24
Steps to be Admitted.....	15	Access Missouri.....	24
Denial of Access.....	15	Bright Flight.....	24
Foreign High Schools	15	Scholarships	24
Home Schools, Non-Accredited High Schools, or Non-		Institutional Scholarships.....	24
Accredited Correspondence Schools.....	15	Private/Endowment Scholarships.....	24
Limited Enrollment Programs.....	15	Outside Aid Reporting Requirement.....	24
Courses	15	Veterans Information and Services.....	24
Honors Programs.....	15	Vocational Rehabilitation	25
Dual Enrollment.....	15	Outourced Agency Services	25
Dual Credit.....	16	Verification	25
Course Placement.....	16	Award Letters	25
STUDENT CLASSIFICATIONS	17	Maintaining Financial Aid and Enrollment.....	25
Full-Time Student	17	Academic and Financial Aid Warning and Suspension	25
Part-Time Student	17	Academic and Financial Aid Suspension	
Curricular Student	17	Override Request.....	26
Non-Curricular Student	17	Academic and Financial Aid Probation	26
Freshman.....	17	Repeating Coursework.....	26
Sophomores	17	Dropping Classes.....	26
Transfer Student.....	17	Return of Title IV	26
Continuing Student.....	17	Student Disclosure Information.....	26
Returning Student	17	Returning Students	26
Concurrently Enrolled Student	17	Financial Aid Code of Conduct	26
International Student	17	Consumer Information	27
Unclassified Student.....	18	Residency of Students.....	27
REGISTRATION	19	TUITION AND FEES PER SEMESTER	28
Steps to Register	19	Tuition and Fees.....	28
Last Day to Register for Classes	19	Rivers Ridge Apartments	28
Course Schedule	19	Payment Information.....	28
How to Access <i>myTRCC</i>	19	Payment Options	28
New Students	19	Who Needs to Enroll in a Payment Plan?	28
Current and Returning Students.....	19	Failure to Pay	28
Auditing a Course	19	Refunds.....	28
Dropping a Course	19	Course Materials.....	29
Withdrawal from College	20	RECORDS	30
Class Attendance	20	Right to Privacy and Review of Records	30
ADVANCED PLACEMENT	21	Transcripts	30
College Level Exam Program (CLEP)	21	Transferring to Other Colleges.....	30
		Name and Address Changes	30
		Verification of Enrollment	30

SUPPORT SERVICES	31	Course Types.....	39
Academic Resource Commons (ARC)	31	Traditional/Web-Enhanced	39
Library Services.....	31	Hybrid	39
Computer Resource Center	31	Online.....	39
Tutoring and Learning Center.....	31	Prerequisites and Corequisites	39
Advising	31	Credit Hour	39
Career Services	31	Academic Load	39
Disability Services	32	Grading System	39
Parking.....	32	Grade Point Average.....	40
River Court Café'	32	Change of Grade	40
Campus Safety and Security	32	Repeating Courses	40
Testing Services	32	Reporting Grades.....	40
Placement Tests	32	Incomplete Grades	40
HiSET (High School Equivalency Test).....	32	Academic Honors.....	40
Health Science Entrance Exams.....	32	Dean's List.....	40
MoGEA.....	32	Graduation Honors	40
Technical Skills Assessment	32	Academic Fresh Start	40
Certification Testing	33	Program Selection.....	40
Proctoring Services	33	Change of Program	40
The College Store.....	33	General Conduct.....	40
Meal Plan Card	33	Late for Class.....	41
Fitness Center	33	Military Active Duty	41
University Center.....	33	Electronic Devices	41
TRiO Programs	34	Photo and Videotape	41
Educational Talent Search (ETS)	34	DEGREES, CERTIFICATES, AND GRADUATION REQUIRMENTS	42
ACHIEVE.....	34	Degrees and Certificates.....	42
Complaint Resolution	34	Outcomes Assessment.....	42
Lost and Found	34	Graduation Upon Program Completion.....	42
STUDENT LIFE	35	Graduation Ceremony	42
Activities	35	Graduation Requirements	42
Housing.....	35	Associate of Arts Degree.....	42
Athletics.....	35	Associate of Arts in Teaching Degree	42
Rocky Raider (Mascot).....	35	Associate of Science Degree	42
Cheerleaders	35	Associate of Applied Science Degree	43
Men's Baseball.....	35	Certificate in General Academic Studies.....	43
Men's Basketball.....	35	One-Year Certificate	43
Women's Basketball	35	Short-Term Certificate	43
Women's Softball	35	Certificate of Academic Distinction	43
Raider Rodeo	35	Academic Programs of the College	
Campus Organizations.....	36	General Education (Gen Ed) Program at Three Rivers.....	44
HEALTH AND SAFETY	37	Associate of Applied Science Degree Gen Ed Program....	45
Children on Campus	37	Degrees and Certificates Listing.....	46
Drug Abuse/Prevention	37	General Education AA.....	49
Emergency Health Services	37	PROGRAMS OF STUDY	
Emergency Phone Messages	37	Accounting, Business, and Computer Studies	51
Emergency Plan	37	Agriculture and Forestry	61
Emergency Procedures.....	37	Education	71
Food and Drink	37	Emergency Services.....	85
Immunizations	37	Engineering Technology and Construction Trades.....	95
Infectious and Contagious Diseases	37	Fine Arts	113
Title IX.....	38	Health Sciences	117
Inclement Weather Procedure	38	Languages and Communication	137
Posting/Distributing Materials on Campus	38	Math and Sciences	143
Smoking.....	38	Social and Behavioral Studies.....	149
ACADEMIC INFORMATION AND RULES	39	COURSE DESCRIPTIONS	161
Semester Length.....	39	Course Information.....	161

Course Credits 161
 Course Hours 161
 Course Prerequisites..... 161
 Course Numbering System 161
 Course Offerings 161
 Course Prefixes 162

COLLEGE PERSONNEL..... 193
DISCLAIMER AND LEGAL NOTICES..... 198





INFORMATION



Lambert C. Drury
Academic Resource Commons



LOCATIONS

Main Campus

2080 Three Rivers Blvd.
Poplar Bluff, MO 63901
877-TRY-TRCC (877-879-8722)
573-840-9600

Off-Campus Locations

Three Rivers - Dexter

515A West Market
Dexter, MO 63841
573-614-1081

Three Rivers - Kennett

1002 Great West Drive
Kennett, MO 63857
573-888-6381

Three Rivers - Malden

2203 Narvel Felts Blvd.
Malden, MO 63863
573-276-3529 or 573-276-6735

Three Rivers - Piedmont

Clearwater High School
Route 4 - Box 1004
Piedmont, MO 63957
573-772-7150

Three Rivers - Sikeston

1400 S. Main
Sikeston, MO 63801
573-472-5223

Cape College Center

1050 S. Silver Springs Road
Cape Girardeau, MO 63703
573-332-0516

CONTACT INFORMATION

Departments/Services

Academic & Career Outreach	573-840-9619 x1213	Shipping & Receiving	573-840-9658 x2722
Academic Instruction	573-840-9621 x1325	Student Accounts.....	573-840-9662 x2719
ACHIEVE	573-840-9650 x3516	Student Services	573-840-9669 x3610
Accounting Services	573-840-9658 x2723	Technology & Computer Services.....	573-840-9708 x1123
Alumni Relations	573-840-9077 x1013	Testing	573-840-9667 x3777
Athletics	573-840-9611 x3637	Three Rivers – Dexter	573-614-1081
Bess Center Scheduling	573-840-9437 x3654	Three Rivers – Kennett	573-888-6381
Blackboard	573-840-9544 x2410	Three Rivers – Malden	573-276-3529
Campus Safety	573-840-9713 x3717	Three Rivers – Piedmont	573-223-4524
Campus Safety cell	573-718-0108	Three Rivers – Sikeston.....	573-472-5223
Career Education & Workforce Development		Tinnin Fine Arts Center	573-840-9648 x3812
.....	573-840-9682 x2117	Transcripts	573-840-9605 x2002
Chief Financial Officer	573-840-9105 x2721	Tutoring & Learning Center	573-840-9638 x3912
Classroom Scheduling	573-840-9689 x4011	Web Services	573-840-9660 x2212
The College Store	573-840-9610 x1915	Welcome Center	573-840-9605 x2002
Communications	573-840-9660 x2213	Workforce Development	573-840-9682 x2117
Continuing Education.....	573-840-9619 x1211	Instructional Programs	
Curriculum & Assessment.....	573-840-9688 x4010	Accounting	573-840-9460-8241
Custodians.....	573-840-9644	Agriculture	573-840-9684 x8021
Dean of Instruction	573-840-9688 x4010	Allied Health	573-840-9672 x8311
Development	573-840-9077 x1013	Art	573-840-9174 x8041
Disability Services.....	573-840-9608 x3738	Business	573-840-9636 x8104
Distance Learning Services.....	573-840-9544 x2410	Biology	573-840-9641 x8087
Dual Credit	573-840-9619 x1210	Chemistry.....	573-840-9642 x8123
Educational Talent Search.....	573-840-9532 x2518	Computer Studies	573-840-9460 x8244
Endowment Trust	573-840-9077 x1013	Construction Trades	573-840-9682 x2112
Enrollment Services	573-840-9666 x3671	Criminal Justice	573-840-9101 x8162
Financial Aid.....	573-840-9606 x3698	Early Childhood Development	573-840-9061 x8142
Fitness Center	573-840-9437 x3656	EMS Program	573-840-9672 x8311
Food Services	573-840-9437 x3655	Engineering Technology	573-840-9682 x2112
Honors Program.....	573-840-9618 x8187	English.....	573-840-9618 x8190
Housing	573-840-9106 x2813	Fire Science.....	573-840-9656 x2113
Human Resources	573-840-9695 x2913	Forestry.....	573-840-9684 x8021
Institutional Effectiveness.....	573-840-9007 x6001	Foreign Language.....	573-840-9165 x8202
International Student Services.....	573-840-9666 x3666	Industrial Technology	573-840-9683 x8225
Library	573-840-9654 x1413	Information Systems Technology	573-840-9460 x8245
Log-in Help	573-840-9605 x2002	Law Enforcement Academy	573-840-9713 x3719
Main Switchboard.....	573-840-9600 x2004	Math	573-840-9629 x8265
Maintenance	573-840-9649 x3214	Med Lab Tech	573-840-9672 x8311
News Services	573-840-9660 x2210	Music	573-840-9639 x8283
Patrons of the Arts.....	573-840-9527 x4012	Nursing.....	573-840-9672 x8311
President’s Office	573-840-9698	Nursing-Sikeston.....	573-472-6585
Public Computing Center	573-840-9654 x1413	Physics	573-840-9640 x8332
Purchasing.....	573-840-9658 x2722	Psychology	573-840-9715 x8342
Registration & Enrollment	573-840-9605 x2002	Social Sciences	573-840-9631 x8365
Registrar.....	573-840-9665 x3735	Speech Communication.....	573-840-9122 x8383
Rivers Ridge Apartments.....	573-840-9106 x2813	Surgical Tech.....	573-840-9672 x8311
Scholarships	573-840-9606 x3698	Teacher Education	573-840-9001 x8403

IMPORTANT DATES

Please check the college website www.trcc.edu for the most current academic calendar.

Summer 2017

Summer/Fall 2017 registration opens for returning students - Online & Walk-In	March 20
Early registration for Summer/Fall 2017 opens for all students.....	April 10
Summer textbook pickup begins	May 25
Last day to register for "A" Session.....	May 29
MEMORIAL DAY	College Closed
Summer "A" & Full Sessions Begin (<i>Limited change of schedule available through May 31</i>)	May 30
Last day for 100% credit for "A" and Full Session (<i>No financial credit is available after this date</i>).....	June 1
Last day to charge in The College Store	June 1
Last day to Drop "A" and Full course and not appear on transcript	June 1
No Show process begins for "A" and Full Sessions	June 5
Last day to drop an "A" Session class	June 15
Last day to withdraw "A" Session	June 21
"A" Session Ends/Finals	June 22
Last day to register for a "B" Session class	June 22
"A" Session grades due by noon	June 26
"B" Session begins (<i>Limited change of schedule available through June 27</i>)	June 26
Last day for 100% credit for "B" Session (<i>No financial credit is available after this date</i>)	June 28
Last day to drop a "B" Session course and not appear on transcript	June 28
No Show process begins for "B" Session	July 3
INDEPENDENCE DAY HOLIDAY	College Closed
Last day to drop a Full Session Class	July 6
Last day to drop a "B" Session Class	July 13
Last day to withdraw for "B" and Full Session	July 19
"B" & Full Session Ends/Finals	July 20
Summer grades.....	Due by noon.....
Rental textbook return for Summer	July 24

Fall 2017

Early Registration opens for Fall 2017 for returning students.....	March 20
Early Registration opens for Fall 2017 for all students	Walk-in, online
MEMORIAL DAY HOLIDAY	College Closed
INDEPENDENCE HOLIDAY	College Closed
Faculty/Staff Convocation.....	College Closed
Registration for Fall 2017 with extended office hours.....	8:00 a.m.-6:30 p.m.....
	8:00 a.m.-5:00 p.m.....
Textbook pickup begins	August 8
Last day to register	August 11
First Day of Classes.....	August 14
Limited schedule changes available.....	8:00 a.m. – 6:30 p.m.
	8:00 a.m. – 5:00 p.m.
Last day for 100% credit "A" and Full Sessions	August 25
Last day to withdraw from college or drop a course ("A" or Full Session) and not appear on transcript	August 25
Last day to charge textbook in The College Store.....	August 28
LABOR DAY HOLIDAY	College Closed
No Show process begins for Full and "A" Sessions	September 5
Last day to drop "A" session course	September 22
Last day to withdraw "A" session	October 3
"A" Session Classes End/Finals.....	October 4
FALL BREAK	No Classes/College Closed
"A" Session Grades Due by Noon.....	October 9

"B" Session courses begin	October 9
Last day for 100% credit "B" Session	October 11
Last day to drop a "B" Session course and not appear on transcript	October 11
No Show process begins for "B" Session	October 16
Winter/Spring 2018 registration opens for current students	October 16
Winter/Spring 2018 registration opens to all students	October 30
Last day to drop a Full Session course (Only withdrawals are allowed after this date)	November 3
Last day to drop a "B" session course	November 17
THANKSGIVING BREAK	No classes
	College Closed
Last day to withdraw Full and "B" Sessions	December 1
Full and "B" Sessions classes end.....	December 1
Final Exams for Full and "B" Sessions	December 2-7
Fall grades	Due by noon.....
Last day to return rental textbooks	by 5:00 p.m.

Spring 2018

Early Registration opens for Spring 2018 for returning students	October 16
Early Registration opens for Spring 2018 for all students.....	Walk-in, online.....
Faculty/Staff Convocation.....	College Closed.....
Registration for Spring 2018 with extended office hours	8:30 a.m.-6:30 p.m.....
	8:30 a.m.-5:00 p.m.....
Textbook pickup begins	January 9
Last day to register	January 12
MARTIN LUTHER KING DAY	College Closed
First Day of Classes.....	January 16
Limited schedule changes available.....	8:30 a.m.-6:30 p.m.....
	8:30 a.m.-5:00 p.m.....
Last day to withdraw from college or drop a Full and "A" Session course and not appear on transcript	January 29
Last day for 100% credit Full and "A" Sessions	January 29
Last day to charge in The College Store	January 30
No Show process begins for Full and "A" Sessions	February 5
Last day to drop "A" session course	February 23
Last day to withdraw from "A" session	March 8
"A" Session Classes End/Final Exams	March 9
SPRING BREAK.....	No Classes
	College Closed
"A" Session grades due by noon	March 19
"B" Session courses begin	March 19
Summer/Fall 2018 registration opens for current students	March 19
Last day for 100% credit "B" Session	March 21
Last day to drop a "B" Session course and not appear on transcript	March 21
No Show process begins for "B" Session	March 26
EASTER BREAK.....	No classes
	College Closed
Summer/Fall 2018 registration opens to all students	April 9
Last day to drop a Full Session course (Only withdrawals are allowed after this date)	April 20
Last day to drop a "B" session course.....	May 1
Last day to withdraw from Full and "B" Sessions	May 11
Full and "B" Sessions Classes End	May 11
Student Excellence Award Ceremony	Tinnin Center 6:00 p.m.
Final Exams for Full and "B" Sessions	May 12-17
Spring grades	Due by noon.....
Last day to return rental textbooks	by 5:00 p.m.
Commencement	May 18

Summer 2018

Summer/Fall 2018 registration opens for returning students - Online & Walk-In	March 19
Early registration opens for Summer/Fall 2018 for all students	April 9
MEMORIAL DAY	College Closed
May 28	
Summer textbook pickup begins	May 30
Last day to register for "A" Session.....	May 31
Summer "A" and Full Sessions begin (Limited change of schedule available through June 5)	June 4
Last day for 100% credit for "A" and Full Sessions (No financial credit is available after this date)	June 6
Last day to charge in The College Store	June 6
Last day to drop "A" and Full course and not appear on transcript	June 6
No Show process begins for "A" and Full Sessions	June 11
Last day to drop an "A" Session class	June 21
Last day to withdraw "A" Session	June 27
"A" Session Ends/Finals	June 28
Last day to register for a "B" Session class	June 28
"A" Session grades due by noon	July 2
"B" Session Begins (Limited change of schedule available through July 3)	July 2
INDEPENDENCE DAY HOLIDAY	College Closed
July 4	
Last day for 100% credit for "B" Session (No financial credit is available after this date)	July 5
Last day to drop a "B" session course and not appear on transcript	July 5
No Show process begins for "B" Session	July 9
Last day to drop a Full Session Class	July 12
Last day to drop a "B" Session Class	July 19
Last day to withdraw for "B" and Full Sessions.....	July 25
"B" & Full Sessions Ends/Finals	July 26
Summer grades	Due by noon.....
July 30	
Rental textbook return for summer.....	July 30

ABOUT US

The College

Three Rivers College is one of 12 public, two-year institutions established under the Missouri Junior College Act of 1961. The college serves a 15-county area of nearly 10,000 square miles which encompasses Southeast Missouri and the counties of Bollinger, Butler, Cape Girardeau, Carter, Dunklin, Howell, Mississippi, New Madrid, Oregon, Pemiscot, Reynolds, Ripley, Scott, Stoddard, and Wayne.

The college taxing district is comprised of the following school districts: Poplar Bluff R-I, Neelyville R-IV and Twin Rivers R-X in Butler County; Van Buren R-I and East Carter County R-II in Carter County; Doniphan R-I, Naylor R-II, Ripley County R-III, and Ripley County R-IV in Ripley County; and Clearwater R-I and Greenville R-II in Wayne County.

College History

Three Rivers College was founded April 5, 1966, when citizens of the Southeast Missouri counties of Butler, Carter, Ripley, and Wayne, voted into existence the College District. The college opened in storefront facilities in downtown Poplar Bluff, Missouri, with 138 students in the summer of 1967. Today, Three Rivers enrolls thousands of students at locations throughout Southeast Missouri, including an 80-acre campus in Poplar Bluff; full-service locations in Cape Girardeau, Dexter, Kennett, Malden, and Sikeston; as well as dozens of other locations, including Doniphan, Caruthersville, Piedmont, Portageville, New Madrid, and Van Buren. Programs include college transfer, career-technical, transitional, and continuing education.

Vision Statement

Three Rivers College will be the pre-eminent, cutting-edge community of learners with a student-first focus, and will operate as a vibrant, dynamic catalyst for the creation of opportunities that foster learning and student success.

Mission Statement

Three Rivers College inspires, prepares, and empowers students to succeed through open access to high-quality learning opportunities that meet the needs of the communities we serve.

Commitments that inform the mission:

- Open access to educational programs to prepare students for transfer to a four-year baccalaureate institution, as well as programs of career and technical education to prepare students for entry or advancement in the global workforce.
- Comprehensive academic services, learning resources, basic skills development, and educational opportunities for students of diverse cultural, socioeconomic, and academic backgrounds.
- Support services and student activities to enhance individual growth and academic potential.
- Collaborative partnerships to develop specialized programs that meet the changing needs of business and industry, government, secondary schools, and other colleges and universities.
- Lifelong learning opportunities for individuals who wish to improve job performance, develop new skills, or pursue personal interests.
- Community services that support and encourage the economic, civic, and cultural vitality of the region.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Core Values

Commitment to Learning

We provide exemplary learning opportunities and maintain the highest standards through continuous improvement.

Hardworking

We are dedicated to working more diligently, smartly, creatively, and innovatively.

Honesty and Integrity

We honor our commitment to the college mission as we hold ourselves to the highest ethical standards in all operations.

Quality

We take decisive action to shape the future in order to fulfill our commitment to excellence.

Respect

We value the worth of individuals from all backgrounds and treat coworkers and members of the community with courtesy and dignity.

Strategic Plan 2016-2020

The strategic planning steering committee, made up of a diverse group of Three Rivers faculty, staff, administrators, and students, developed the vision for Three Rivers College. Next, the group decided on the following strategic themes needed to reach that mission, along with initiatives and strategies for each theme.

Theme: **Excellent Student Service**

Initiative: The college will continue to make student success the top priority as we provide open access to high-quality education at a reasonable cost. Therefore, we must continue to employ effective processes and develop better systems to serve our students efficiently.

- Strategies:
- Grow Academic Advisor Capacity.
 - Assess and Improve Advising and Registration Processes.
 - Expand Student Accounts Capacity.
 - Assess and Improve Financial Aid Processes.
 - Improve Communication to Students.
 - Refine Policies and Procedures for Student Services.
 - Clarify Curricular Requirements.
 - Better Utilize Student Feedback for Informed Decisions.

Theme: **High-Quality Instruction**

Initiative: The college will continue to shape its culture by making learning our first priority and the driving force behind all initiatives, decisions, and policy development.

- Strategies:
- Expand and Improve Policies, Processes, and Procedures.
 - Enhance Instructor Training and Support.
 - Build a Supportive Environment for Adjunct Instructors.
 - Align Salaries with Peer Institutions.
 - Attract and Retain High-Quality Candidates through Competitive Salaries.
 - Promote Quality Higher Education Instruction.
 - Maintain Learning Resources Appropriate to Curriculum.
 - Champion Innovative Teaching Strategies.
 - Promote a Culture of Continuous Learning and Improvement.

Theme: **Learning Environment**

Initiative: The college will create a dynamic, safe, and caring student-first physical learning environment that promotes open access to opportunities for all students of diverse backgrounds and ensures their preparation for success in a global world.

- Strategies:
- Maintain Facilities in Support of Learning.
 - Support a Comprehensive Maintenance Program to align with Master Plan.
 - Ensure a Sustainable and Flexible Technology Infrastructure.
 - Enhance Safety and Security.

Theme: **Resource Development**

Initiative: The college will seek alternative funding sources and utilize resources in a responsible manner.

- Strategies:
- Expand and Improve Scholarship Opportunities for Students.
 - Seek Targeted Alternate Funding Streams.
 - Foster a Culture of Data-Informed Decisions.
 - Create and Maintain Partnerships.
 - Seek Informed Cost Savings for Efficient Operations.
 - Develop and Implement Focused Fundraising Activities.

Theme: **Student Enrollment, Retention, and Transfer**

Initiative: The college will continue to develop and improve student retention initiatives that align with a supportive infrastructure to provide the best possible outcome for our students to set and achieve their goals. Program completion and job placement rates are a measure of our commitment to student success.

- Strategies:
- Increase Student Completion Rates.
 - Increase Fall to Fall Student Retention Rates.
 - Increase Student Transfer Rates.

- Improve Job Placement Rates.
- Focus Enrollment Initiatives for Targeted Programs.
- Build and Expand Relationships with Educational Partners.
- Develop Comprehensive Student Retention Initiatives.

Theme: **Team Member Development**

Initiative: The college will build a team of highly skilled and trained individuals leading to an improved student learning culture, excellent services, and more efficient operations.

- Strategies:
- Develop and Implement Training for Emerging Technologies.
 - Provide Professional Development Opportunities.
 - Support New Initiatives through Training.
 - Advocate Cross-training Opportunities.
 - Improve New Team Member Orientation Processes.
 - Provide Resources for Wellness and Support

Accreditation

Three Rivers College is accredited by the Higher Learning Commission, located at 230 South LaSalle Street, Suite 7-500, Chicago, Illinois 60604, 800-621-7440.

This recognition and accreditation assures that work completed satisfactorily at Three Rivers will be recognized at full value by other colleges, universities, and professional schools.

The Nursing program is accredited by the Accreditation Commission on Education in Nursing (ACEN). The Poplar Bluff program and the Sikeston LPN to RN Bridge program have conditional approval by the Missouri State Board of Nursing.

The Medical Laboratory Technology program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences.

The Emergency Medical Services-Paramedic program is accredited by the Commission on Accreditation of Allied

Health Education Programs upon the recommendation of Committee on Accreditation of Educational Programs for the Emergency Medical Services Professional. Three Rivers College is a Missouri Department of Health and Senior Services, Bureau of Emergency Medical Services accredited EMS training entity.

The MHPC OTA Program has been granted accreditation by the Accreditation Council for Occupational Therapy Education (ACOTE), the accrediting body of the American Occupational Therapy Association (AOTA).

All pre-professional teacher education courses are approved by the Missouri State Board of Education.

The business programs are accredited by the Association of Collegiate Business Schools and Programs (ACBSP).

Go to www.trcc.edu/about/collegepolicy.php for more information.

ADMISSIONS

Three Rivers College is an open admission institution and accepts any person with a high school diploma or equivalent.

Civil Rights

All persons who meet the general admission requirements will be treated in identical fashion regardless of race, color, sex, religion, age, handicap, national origin, legal political affiliation, or membership. This right also applies to participation on an equal basis in respect to all the curricular or non-curricular activities of the college.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Steps to Be Admitted

1. All students must submit a completed application found on the college website at www.trcc.edu/admissions/application.php
2. Submit official high school transcripts or GED/HiSET test results.
3. Submit official transcripts from all colleges attended.
4. Request ACT, SAT, or ACCUPLACER scores be sent to Three Rivers or make an appointment to take the ACCUPLACER test.
5. Schedule a Registration and Orientation for College Success (ROCS) online at www.trcc.edu/admissions/rocs.php or contact the location nearest you.

Pursuant to Missouri State Statute 174.130, Three Rivers will not knowingly admit any aliens unlawfully present in the United States. Proof of legal residency may be required at the time of application.

Denial of Access

The college may deny admission or continued attendance if it reasonably appears that the student would not be competent to profit from the curriculum offerings of the college, or would, by the student's presence or conduct, create a threat or potential danger to the college community, or if such denial of access is considered to be in the best interest of the College. Denial of access decisions may be appealed. Contact the Dean of Student Services at 573-840-9669 for more information concerning appeals.

Foreign High Schools

Students attending high school outside of the U.S. must submit official records such as transcripts, diplomas, and/or standardized exam results equivalent to a U.S. high school diploma. High school records not issued in English must be accompanied by an official English translation.

Home Schools, Non-Accredited High Schools, or Non-Accredited Correspondence Schools

If you attended a home school, non-accredited, or correspondence high school, you may attend if you are at least 16 years old, submit transcripts verifying completion of an academic program, and take the ACCUPLACER or submit ACT scores.

Limited Enrollment Programs

The Nursing, Practical Nursing, Paramedic, and Medical Laboratory Technology Programs are limited in enrollment. Additional information and program applications for Nursing and Allied Health Programs are found on the college website: www.trcc.edu/admissions/application.php.

Courses

You may enroll in courses only when prerequisites for the courses are met and provided space is available. Prerequisites are noted in the Course Description section of this catalog and on *myTRCC*.

Honors Program

You may join the Honors Program if you have one of the following:

- an ACT score of 26 or higher in Math, Writing, or Reading.
- an ACCUPLACER WritePlacer score of 7 or higher or Reading score of 290 or higher.
- an ACCUPLACER Advanced Algebra and Functions score of 265 or higher.

Dual Enrollment

Dual enrollment is the enrollment of high school students in college classes. These classes are taught by TRC instructors and may be located on the main campus, at off-campus sites, or online. If you complete dual enrollment classes, you will receive college credit but may not receive high school credit.

You must follow the same procedures and have the same enrollment qualifications as regular TRC students. Placement scores may be required to enroll in some classes. If qualified, you may take both dual credit and dual enrollment classes during the same semester. If you are interested in this option, you should check with your high school counselor and the Coordinator of Academic & Career Outreach Services at 573-840-9619.

Dual Credit

Admission is granted to students attending accredited high schools who want to participate in the dual credit program. Dual credit is defined as college courses taught on the high school campus by academically qualified high school instructors. Students who complete these courses are awarded both high school and college credit. This program is open to students who qualify under the state guidelines, meeting GPA and test score requirements. In addition, placement scores may be required in order to enroll in some of the classes. Students interested in this option should check with their high school counselor and the Coordinator of Academic & Career Outreach Services at 573-840-9619.

Course Placement

You must provide ACT scores or take the ACCUPLACER test to enroll in a course with a prerequisite of math, English or reading. Scores from the ACT or ACCUPLACER test are used to place you in the right English, math, and reading courses to ensure the best chance for success. You can take the ACCUPLACER test on designated dates throughout the year at Three Rivers. Your scores are valid for two years.

The following chart identifies the ACT and ACCUPLACER subtest scores used for placement in these courses.

Course	ACT*	ACCUPLACER
MATH 01–Transitional Math	0 to 17	200 to 279 (A) 200 to 210 (AAF)
CIVL 106–Technical Math I	9 to 17	263 to 300 (A) 200 to 210 (AAF)
MATH 153–Intermediate Algebra	18 to 21	211 to 236 (AAF)
MATH 162–Math for the Elem Teacher MATH 163–College Algebra	22 or above	237 to 262 (AAF)
MATH 164–Trigonometry	26 or above	263 to 275 (AAF)
MATH 171–Analytic Geometry & Calculus	28 or above	276 to 300 (AAF)
ENGL 02–Transitional College Writing	17 or below (ENGL)	4 or below (WP)
READ 01–Transitional College Reading I READ 02–Transitional College Reading II	14 or below (READ) 15 to 17 (READ)	200 to 230 (RS) 231 to 240 (RS)
ENGL 111–College Writing	18 or above (ENGL) <i>and</i> 18 or above (READ)	5 to 8 (WP) <i>and</i> 241 or above (RS)
(A) = Arithmetic, (AAF) = Advanced Algebra & Functions, (WP) = WritePlacer (essay), (T) = Trigonometry, (RS) = Reading Skills Test		
*ACT placement scores are based on sub-scores in the applicable subject area, not the composite score.		

STUDENT CLASSIFICATIONS

Students are classified as follows:

Full-Time Student

You are a full-time student if you are enrolled in 12 or more credits for Fall and Spring semester or 6 hours for Summer term.

Part-Time Student

You are a part-time student if you are enrolled in less than 12 credits for Fall and Spring semesters or less than 6 hours for Summer term.

Curricular Student

You are a curricular student if you are seeking a degree or certificate.

Non-Curricular Student

You are a non-curricular student if you are not seeking a degree or certificate. Non-curricular students are not eligible for federal financial aid and are classified as follows:

- Upgrading employment skills for present job.
- Developing skills for new job.
- Career exploration - The College will provide counseling to help students make decisions concerning career goals. Students are expected to declare other educational goals prior to completing 30 credit hours of course work.
- Personal satisfaction and general knowledge.
- Visiting - Visiting students are those who, while enrolled at a community college, maintain primary enrollment with other post-secondary institutions.
- Non-degree transfer – Non-degree transfer students are those enrolled at the College with the intent to transfer to other post-secondary institutions prior to completing graduation requirements.
- High school - High school students who are dual enrolled and home schooled students under the age of 18.
- General or curricular requirement pending (with College approval only) -This classification includes students who have not met all general or specific admission requirements as stated in the College catalog. Students should be enrolled in this category for one semester only.
- Dual Credit/Dual Enrollment – Students currently enrolled in high school or home school who have not completed the requirements of secondary school graduation.
- Auditing a course (with College approval only) - Under this classification, students enroll in courses

without taking exams or receiving credit. Audits are permitted only if there is a sufficient number of students taking the class for credit

Freshman have fewer than 30 semester hours credit.

Sophomores have earned 30 or more semester hours of credit.

Transfer Student

You are a transfer student if you have attended another post-secondary institution before enrolling at TRC.

Continuing Student

You are a continuing student when you have not had a break in enrollment (excluding summer session) at TRC.

Returning Student

You are a returning student if you previously earned at least one hour of credit at TRC. If you have not been enrolled at TRC for a semester or more (excluding summer session), you may reactivate your files by updating your admission information. If you have attended another accredited institution since leaving TRC, you must submit official transcripts.

Concurrently Enrolled Student

You are a currently enrolled student if you are enrolled in TRC and another college during the same semester.

International Student

If you are a non-immigrant international student seeking I-20 admission, the following items are required in addition to the regular admission requirements (An international student checklist may be obtained in the Enrollment Services Office):

1. Be eligible for an F-1 visa.
2. Submit Affidavit of Support.
3. Submit a TOEFL (Test of English as a Foreign Language) of at least 500 on the paper-based test or 173 on the computer-based test.
4. Submit Admissions Application.
5. Proof of insurance.

If you are transferring from another college, you must be in good standing with a grade point average of at least 2.0 at the time of transfer. All international students will be charged out-of-state tuition. Educational records from institutions

outside the United States must be evaluated as described in the section on records.

Further information regarding international students can be obtained from the Enrollment Services Office at 573-840-9666

Pursuant to Missouri State Statute 174.130, Three Rivers will not knowingly admit any aliens unlawfully present in the United States. Proof of legal residency may be required at the time of application.

Unclassified Student

If you have an advanced degree, you may register for Three Rivers' classes and will be unclassified. Three Rivers graduates enrolling in transfer courses will be unclassified students.

Go to www.trcc.edu/about/collegepolicy.php for more information.

REGISTRATION

Steps to Register

- Complete the Application for Admission using the online form on our website at www.trcc.edu/admissions/application.php
- Complete your Free Application for Federal Student Aid (FASFA)
- Take the ACCUPLACER placement exam or submit ACT or SAT scores.
- Submit high school and previous college transcripts.
- Sign up for a (ROCS) Session for orientation and registration for classes (new students only).
- If you have not declared a major, visit an advisor to review program requirements, discuss academic plans, and select classes.
- Review program requirements in College catalog and read course descriptions.
- Determine if a prerequisite or corequisite is necessary. See definition in Academic Information and Rules section of College catalog.
- Plan a tentative schedule that considers work and family obligations.
- Go online at www.trcc.edu and click on *myTRCC* to create a schedule, choose class times and locations, register, and pay for classes. If you are a new student, you will work with your initial advisor.
- Have your advisor approve your schedule.
- Consider your payment options. Students are not officially registered until the financial aid award is confirmed, all tuition is paid, or a payment plan is in place. Please see Fees and Charges for payment options. For more information go to www.trcc.edu/financialaid/tuition.php.

Last Day to Register for Classes

The last day to register for classes can be found on the academic calendar and the important dates section of this catalog. After the last day to register, you may only make limited schedule changes during the first week of classes with instructor permission. You will need to contact your advisor for schedule changes.

Course Schedule

The course schedule is located on Three Rivers' website at www.trcc.edu and clicking on the link for *myTRCC* and then the "Search for Classes" link. No username or password is required to view the schedule.

How to Access *myTRCC* – The Student Self-Service Website

The student portal (*myTRCC*) is a convenient way for you to access your personal, academic, and financial information online. Through *myTRCC*, you can search the course catalog and semester course offerings, register and pay for classes, check your program progress, and access your schedule, grades, unofficial transcript, financial aid, account information, and multiple documents and forms.

The *myTRCC* system operates in an encrypted and secure environment. You must use your *myTRCC* username and password to access your personal information. *myTRCC* is accessed on the homepage of the website at www.trcc.edu. Go to <https://trcc.edu/loginhelp/> to learn how to login.

New Students

New Three Rivers students must register in person on the Poplar Bluff campus, or at one of the College's external locations. New Three Rivers students gain access to *myTRCC* approximately two weeks after registration.

Current and Returning Students

You MUST meet with your advisor to select the correct courses that apply to your degree plan. Faculty advisors will assist you in planning courses to be taken in current and future semesters. Once your courses are approved, you may register through *myTRCC*.

Auditing a Course

Auditing a course is when you wish to enroll in a course to learn the material but not earn credit. If you are auditing a course, you will not be required to take examinations but will be expected to attend and participate in the learning process of the course. You may not change from an audit status to a credit status or a credit status to an audit status after the normal drop/add period.

Dropping a Course

Talk to your instructor before making the decision to drop a class.

A course may be dropped at any time prior to the date published in the academic calendar, which is the 75% date of the course. After this date you cannot drop a single course, but you may withdraw from all courses, unless granted permission for a late drop by the Chief Academic Officer. Courses dropped during the 100% refund period will not be recorded on your transcript. Courses dropped after the 100%

refund date will be recorded on your transcript with a “W” grade.

A course is dropped by completing a Withdrawal/Drop form at the Welcome Center, any external location, or on *myTRCC*. Failure to complete the proper procedure for dropping a class may result in a grade of “F” for the course.

- You will receive a 100% credit of tuition and fees only if you drop a class prior to the last day of the 100% add/drop period.
- Specific dates and deadlines for dropping courses are provided in the full academic calendar for the semester and may be found on the college website at <http://www.trcc.edu/academics/>
- All rental textbooks must be returned at the time you drop a course(s).

Withdrawal from College

A withdrawal from college is when you drop all courses taken during a semester. You are strongly encouraged to speak with your advisor and the Office of Financial Aid prior to withdrawing from the college. You may withdraw from the College up to and including the last day of class.

Prior to the last date to drop a course, you can withdraw online through *myTRCC*. After this date, you must contact the Welcome Center to withdraw.

- If you withdraw from all classes prior to the opening day of any semester a 100% credit of tuition and fees will be issued.
- If you withdraw beginning the first day of the semester, a 100% credit of tuition and fees paid through the last day of the 100% add/drop period will be issued.

- Specific dates are provided by semester in the full academic calendar found on the college website at <http://www.trcc.edu/academics/>.
- No credits or refunds will be made after the published deadline.
- You may drop classes prior to the beginning of a semester or term by visiting or calling the Welcome Center, *myTRCC*, or an external location.
- You may withdraw from college after the semester begins by visiting the Welcome Center, *myTRCC*, or external location.
- You are expected to return all rental textbooks at the time of withdrawal.
- You are responsible for paying all remaining unpaid charges including tuition, fees, College Store charges, and housing balances.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Class Attendance

To be successful, you must attend class as scheduled. If for some reason you are unable to attend class, it is your responsibility to notify your instructor and arrange to make up work, if allowed. If you are going to be absent for more than two weeks, you should notify the Dean of Student Services immediately. Being absent from class can reduce your final course grade and result in your removal from the course.

Go to www.trcc.edu/about/collegepolicy.php for more information.

ADVANCED PLACEMENT

Advanced placement may be obtained through the use of standardized tests, Credit for Prior Learning, specific articulation agreements between the college and area high schools, and transferring coursework for other colleges. A maximum total of 30 credit hours of alternative credit may be used toward completion requirements, up to 50% of a program.

College Level Examination Program (CLEP)

The College Level Examination Program (CLEP) provides an opportunity to demonstrate acquired knowledge equivalent to college-level courses. A score at the 50th percentile or higher is required to receive credit for a CLEP subject examination. Students seeking information about the CLEP examinations may contact the Three Rivers Testing Center at 573-840-9667. Scores will be submitted to the Registrar's Office.

CLEP Subject Examinations	Three Rivers Course Equivalent	Hours
American Government	GOVT 121: National & State Government	3
American Literature	ENGL 241/242: American Literature to & since 1870	6
Biology	BIOL 101: General Biology	5
Calculus	MATH 171: Analytical Geometry & Calculus I	5
Chemistry*	CHEM 121: General Chemistry I	5
College Algebra	MATH 163: College Algebra	3
College Composition w/ Modular Essay	ENGL 111: College Writing	3
English Literature	ENGL 231/232: English Lit to & since 1798	6
Financial Accounting	ACCT 211: Principles of Accounting I	3
History of the United States I: Early Colonization to 1877	HIST 111: American History to 1877	3
History of the United States II: 1865 to Present	HIST 112: American History since 1877	3
Introductory Business Law	BLAW 221: Legal & Ethical Environment of Business	3
Introductory Psychology	PSYC 111: General Psychology	3
Introductory Sociology	SOCI 111: General Sociology	3
Pre-Calculus	MATH 164: Trigonometry	3
Principles of Macroeconomics	ECON 211: Principles of Macroeconomics	3
Principles of Management	BUAD 120: Introduction to Business	3
Principles of Marketing	MKTG 115: Principles of Marketing	3
Principles of Microeconomics	ECON 212: Principles of Microeconomics	3
Spanish Language: Level 1	SPAN 101/102: Elementary Spanish I & II	6
Western Civilization I:		
Ancient Near East to 1648	HIST 121: World Civ. to the Renaissance	3
Western Civilization II: 1648 to Present	HIST 122: World Civ. since the Renaissance	3

* not available to nursing students

Advanced Placement (AP) Credit

High school graduates participating in the College Board Advanced Placement Program and passing the final examination with a score of 3 or higher may receive credit for those subjects. For additional information contact the Office of the Registrar, 573-840-9665.

Credit for Prior Learning

Credit is awarded on a case-by-case basis, depending on the student's potential for Credit for Prior Learning (CPL) and the alignment with the intended major. To be considered for CPL, you must be enrolled and have completed a minimum of 1 credit hour that is transcribed to your student record. Please review the Guide for Alternative Credit, available on the college website for additional information or details.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Military Experience Evaluation

Current and former members of the U.S. Armed Forces, U.S. Reserves, and National Guard who have successfully completed basic training may be granted two hours of college credit for physical education upon submitting his or her form DD-214. In addition, veterans can request an official military transcript be sent to TRC through the joint services transcript service at www.jst.doded.mil or The Community College at the Air Force (for Air Force only) at www.airuniversity.af.mil.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Credit Transfer from Other Colleges

Three Rivers awards college credit in transfer for college-level courses completed at colleges and universities accredited by the following accrediting agencies: Middle States Commission on Higher Education, New England Association of Schools and Colleges, Higher Learning Commission, Northwest Commission on Colleges and Universities, Southern Association of Colleges and Schools, Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges, and Council on Occupational Education. Credit earned at other institutions will be evaluated on a case-by-case basis.

If you went to a high school outside of the U.S., you must submit official records such as transcripts, diplomas, and/or standardized exam results equivalent to a U.S. high school diploma. High school records not issued in English must be accompanied by an official English translation.

If you have completed college/university coursework at an institution outside of the U.S., you must have your transcripts/diplomas evaluated by AACRAO (www.ies.aacrao.org), members of NACES (www.naces.org), or other professional credential evaluation companies. You should obtain "course by course" evaluations. You are responsible for paying any fees associated with the credential

evaluation process. If you are coming from a foreign institution accredited by a U.S. regional accreditor, you do not need to have your credentials evaluated.

Similar transfer courses are equated to TRC courses. Non-equivalent transfer courses may be counted as electives. You must request that an official transcript from each institution attended be sent directly to the TRC Office of the Registrar. Only official transcripts will be evaluated. Allow two to four weeks for TRC to receive the transcript(s).

Only courses that will count toward a degree program at TRC will be transcribed. All courses transferred to TRC will calculate in the cumulative GPA.

Repeated courses from an incoming transcript will be noted on the TRC transcript the same as they are noted on the transcript from the incoming school. Students may view their transcripts from other institutions, but may not obtain a hard copy once they are submitted to TRC to become part of the permanent record.

The designated transfer articulation officer at TRC is the College Registrar. Requests to have transfer credit re-evaluated should be submitted to the registrar.

Go to www.trcc.edu/about/collegepolicy.php for more information.

COST AND FINANCIAL ASSISTANCE

Many types of federal and state institutional financial aid programs are available to help you pay for college. The Office of Financial Aid can be contacted at 573-840-9606 or financialaid@trcc.edu and is located on the 1st floor of the Westover Administrative Building, if you have questions or need assistance.

Financial Aid

To be considered for financial assistance, most students must first submit a Free Application for Federal Student Aid (FAFSA) each award year. To complete the FAFSA, follow the steps below:

1. Apply for FSA ID at <https://fsaid.ed.gov>.
2. Complete the Free Application for Federal Student Aid (FAFSA) www.fafsa.gov. Remember no fee is charged to apply.
3. Make sure to select the correct FAFSA year. Summer semester at Three Rivers College is treated as a trailer semester to the academic year. Students starting in summer will need to submit a FAFSA for the current year, as well as the next year.
4. Be sure to add Three Rivers College school code **004713**.
5. Link taxes using the FAFSA's IRS Data Retrieval Tool (dependent students will also need to link parent tax information). Instructions for linking taxes are available on IRS Website: www.irsdataretrievaltool.com/irs-data-retrieval-tool-step-by-step-instructions.
6. Please contact the Financial Aid Office or external locations for assistance with completion of the FAFSA.

Financial Assistance Programs

- **Grants** - awarded based on financial need and generally do not have to be repaid as long as you remain in school and complete the semester satisfactorily.
- **Federal Work-Study** - awarded based on financial need and does not have to be repaid. You must apply for this assistance separately.
- **Loans** - must be repaid with interest.
- **State Aid** - awarded based on financial need or merit and generally does not have to be repaid as long as you remain in classes and satisfactorily complete the semester.
- **Scholarships** - awarded based on financial need, merit, or as a selective process and generally do not have to be repaid as long as you remain in school and complete the semester satisfactorily.

- **Veterans Benefits** - eligibility is determined by the U.S. Department of Veterans Administration (DVA) and generally do not have to be repaid.
- **Vocational Rehabilitation** - eligibility is determined by Vocational Rehabilitation and generally does not have to be repaid.
- **Outsourced Agencies** - eligibility is determined by agency and generally does not have to be repaid.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Federal Pell Grants

Federal Pell Grants are normally awarded if you have demonstrated financial need and have not earned a bachelor's or professional degree. The U.S. Department of Education determines eligibility by reviewing the FAFSA information, which produces an Expected Family Contribution (EFC) as indicated on the Student Aid Report (SAR).

The Pell Grant amount you receive is based on your financial need, the cost of attendance, whether you are attending full-time or part-time, and whether you attend school for a full academic year or less. You may not receive Pell Grant funds from more than one school at the same time. Your Lifetime Pell Limit is restricted to 600 percent (for example 12 semesters of full-time attendance) at all colleges. For more information on Pell Grants, visit the Federal Student Aid Website, www.studentaid.ed.gov/sa/types/grants-scholarships/pell

Federal Supplemental Educational Opportunity Grants (FSEOG)

FSEOG grants are normally awarded to students with the lowest Expected Family Contribution. Due to limited funding, not every eligible student will receive FSEOG. The annual award typically ranges from \$200-\$600 at Three Rivers. For more information on FSEOG grants, visit the Federal Student Aid Website, www.studentaid.ed.gov/sa/types/grants-scholarships/fseog

Federal Work-Study Program (FWS)

The Federal Work-Study (FWS) Program provides campus employment for qualified students. Due to limited funding, not every eligible student can participate in the work-study program. College work-study award amounts vary based on student eligibility and the work assignment. Federal Work-Study participants are paid on a bi-weekly basis. To be eligible for work study employment, a student must have

financial need, be enrolled in the current semester, and be in good academic standing.

Go to www.trcc.edu/financialaid/workstudy.php to view current positions. Applications are available at the Financial Aid Office. Additional information regarding the Federal Work-Study program can be found at www.studentaid.ed.gov/sa/types/work-study

Go to www.trcc.edu/about/collegepolicy.php for more information.

Loans

Three Rivers College is approved to participate in the Federal Direct Student Loan program which includes Subsidized Student Loans, Unsubsidized Student Loans, and Parent Plus Loans. **Student loans must be repaid.** For additional information on student loans, contact the Office of Financial Aid or go to www.trcc.edu/financialaid/loan.php for instructions on how to apply. Go to www.studentaid.ed.gov/sa/types/loans for additional information. **Information regarding repayment is available at www.studentaid.ed.gov/sa/repay-loans.**

Missouri A+ Scholarship

You are eligible to use the A+ Scholarship Program to cover the cost of tuition and common fees for eligible classes if you successfully complete Missouri's A+ Schools Program. The **A+ award is reduced** by the amount of available non-loan, federal financial assistance, such as the federal Pell Grant and FSEOG.

Go to <http://dhe.mo.gov/ppc/grants/aplusscholarship.php> or www.trcc.edu/financialaid/aplus.php for additional information.

Access Missouri

Access Missouri is a need-based program for Missouri residents. Eligibility is determined by your expected family contribution (EFC) as calculated through the Free Application for Federal Student Aid (FAFSA). Award amounts are determined by the state of Missouri. The Access Missouri Award will be reduced by the amount of A+ funding received. Go to <http://dhe.mo.gov/ppc/grants/accessmo.php> for additional information.

Bright Flight

Missouri Bright Flight is a merit-based program that encourages top-ranked high school seniors to attend approved Missouri post-secondary schools. Go to <http://dhe.mo.gov/ppc/grants/brightflight.php> for current information and criteria.

For information on other state grants and scholarships go to <http://dhe.mo.gov/ppc/grants>.

Scholarships

You will be considered for eligible scholarships as part of the admissions process.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Institutional Scholarships

Institutional scholarships are offered based on academic, service, and performance. Specific eligibility criteria and enrollment stipulations may apply based on the scholarship award. For more information on scholarships, contact financial aid or go to www.trcc.edu/forms/financialaid/institutionalscholarships.pdf.

If you are A+ eligible and receive institutional scholarships, the institutional scholarship may be converted to cover remaining fees and required books.

Private/Endowment Scholarships

Private/Endowment Scholarships are awarded based on the criteria established by the donor. Scholarship information is available through the Office of Financial Aid or the Three Rivers College website, www.trcc.edu/financialaid/scholarships.php.

Outside Aid Reporting Requirement

If you receive outside funding while attending TRC, including but not limited to scholarships or grants, you must report the source and amount of such outside assistance. Federal regulations require the College to adjust a student's aid award so as not to exceed the student's need.

Veterans Information and Services

The Office of Financial Aid is responsible to certify all veterans benefits and provides services to students who are eligible to receive education assistance as administered through the U.S. Department of Veterans Affairs (DVA). Veterans, dependents, and spouses of veterans or members of the National Guard should contact the Office of Financial Aid to initiate their GI Bill benefits as well as Federal and State tuition assistance. Monthly benefit rates are set by Congress and the DVA and vary according to the student's benefits categories and enrollment.

VA Educational Benefits recipients are required to meet the same standard of progress as all students. In addition, veterans and their dependents are required to:

- Declare an approved educational program of study.
- Submit all high school transcripts, previous college transcripts, and military transcripts to the Office of the Registrar.

- Veterans and members of the National Guard should present a copy of their DD-214 (member 4 copies) or NOBE.
- Notify the Office of Financial Aid of any changes to enrollment or program of study.

Active service members, veterans, and their IRS-defined dependents are charged in-district tuition without regard to current residency. For spouses and dependents (who do not meet IRS required guidelines), tuition will be charged per U.S. Department of Veteran’s Affairs regulations.

Go to www.benefits.va.gov/gibill/index.asp or www.trcc.edu/financialaid/veterans.php for additional information.

Vocational Rehabilitation

In cooperation with the Division of Vocational Rehabilitation of the State Department of Education, Three Rivers provides educational experiences that assist individuals who have disabilities in living and working in a contemporary society. Counseling and academic support services are provided to vocational rehabilitation students while at Three Rivers. Go to www.dese.mo.gov/adult-learning-rehabilitation-services/vocational-rehabilitation for additional information.

Outsourced Agency Services

The Trade Adjustment Allowance Program (TAA) benefits individuals laid off or who had hours reduced because their employer was adversely affected by increased imports from other countries.

The Workforce Innovation Opportunity Act (WIOA) is designed to help job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy programs.

There are three types of WIOA students:

- **Dislocated Worker:** Individuals 18 years and older who have lost their employment due to a permanent layoff, plant closure, dismissal, or displacement as a homemaker.
- **Youth:** Individuals ages 14 through 21 who are a member of a household that receives public assistance, or who meet income eligibility criteria, and who have a barrier to employment and need additional assistance to complete an educational program or to secure or retain employment.
- **Adults:** Individuals age 18 or older who are members of a household receiving public assistance or who meet income eligibility criteria.

Verification

Approximately 30% of students who complete the FAFSA are randomly selected by the U.S. Department of Education (DOE) to complete an audit process called verification. If additional information is needed, the Office of Financial Aid will notify you via your college email account. You can see what additional documents are needed through your myTRCC account. For additional information go to www.trcc.edu/financialaid/fafsaverification.php.

Award Letters

You can view your financial aid award through your myTRCC account. The Office of Financial Aid will consider the financial aid awards accepted unless notified in writing by you.

Maintaining Financial Aid and Enrollment

While everyone achieves at different levels, satisfactory academic progress (SAP) is a requirement of continued attendance and financial aid eligibility. Go to www.trcc.edu/about/collegepolicy.php for more information on SR 2760 Financial Aid Satisfactory Academic Progress.

<p>To maintain satisfactory academic progress (SAP) for financial aid you must:</p> <ul style="list-style-type: none"> • Complete an eligible program in no more than 150% of the published length of the program. • Successfully complete 67% of attempted credit hours each semester. • Maintain the required cumulative grade point average (GPA) listed below based on total hours attempted: <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th>Total Hours</th> <th>GPA Required*:</th> </tr> </thead> <tbody> <tr> <td>0 - 15</td> <td>1.50</td> </tr> <tr> <td>16 - 30</td> <td>1.70</td> </tr> <tr> <td>31 - 44</td> <td>1.90</td> </tr> <tr> <td>45+</td> <td>2.00</td> </tr> </tbody> </table> <p><i>*Transitional courses will be computed in GPA, and the credit hours attempted and completed. Courses with an I, CR, NP, AND W grade are excluded from GPA.</i></p>	Total Hours	GPA Required*:	0 - 15	1.50	16 - 30	1.70	31 - 44	1.90	45+	2.00	<p>To maintain academic eligibility for Academics you must:</p> <ul style="list-style-type: none"> • Maintain the required cumulative grade point average (GPA) listed below based on total hours attempted: <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th>Total Hours</th> <th>GPA Required*:</th> </tr> </thead> <tbody> <tr> <td>0 - 15</td> <td>1.50</td> </tr> <tr> <td>16 - 30</td> <td>1.70</td> </tr> <tr> <td>31 - 44</td> <td>1.90</td> </tr> <tr> <td>45+</td> <td>2.00</td> </tr> </tbody> </table> <p><i>* Transitional courses will NOT be calculated in GPA. Credit hours for transitional courses will be calculated in the completed credit hours.</i></p>	Total Hours	GPA Required*:	0 - 15	1.50	16 - 30	1.70	31 - 44	1.90	45+	2.00
Total Hours	GPA Required*:																				
0 - 15	1.50																				
16 - 30	1.70																				
31 - 44	1.90																				
45+	2.00																				
Total Hours	GPA Required*:																				
0 - 15	1.50																				
16 - 30	1.70																				
31 - 44	1.90																				
45+	2.00																				

Academic and Financial Aid Warning and Suspension

If you do not meet satisfactory performance, you will be placed on academic and/or financial aid warning. While on warning, you will be required to meet with an advisor to alter your educational plan and may be required to reduce the number of courses you are taking. You may continue to enroll and receive federal financial aid while on warning status.

Failure to meet satisfactory academic progress while on warning status will result in an Academic and/or Financial Aid suspension. While on suspension, you are not eligible to enroll and/or receive federal funding. You will be notified of being placed on warning status or suspension via your college student email account.

Academic and Financial Aid Suspension Override Request

You have the right to request an override of your suspension by completing the Suspension Override Request form. Suspension overrides will generally be considered only for extenuating circumstances. Decisions are based upon the extenuating circumstances, supporting documentation, and your academic history. Academic and financial aid overrides may be granted together or separately, and the approval of one does not automatically guarantee the approval of the other. If you are granted an academic suspension override and not a financial aid override, you will be allowed to enroll but will have to pay for courses without federal funding. If you are granted an override, you will be required to meet with an advisor to evaluate your educational plan. You may be required to reduce your course load, eliminate online coursework, or repeat failed coursework.

Forms are available at the Welcome Center, any external location, or on the college website at www.trcc.edu/forms/financialaid/suspensionoverride.pdf

Academic and Financial Aid Probation

If the Academic Suspension Override is approved, you will be placed on academic probation and be able to enroll in coursework without sitting out a semester.

If the Financial Aid Suspension Override Request is approved, you will be placed on probation and continue to receive aid. Failure to meet satisfactory academic progress in any following semester will result in loss of financial aid.

Repeating Coursework

Federal funding will only pay for ONE repetition of a course where a passing grade was earned. Federal funding will pay to retake courses until a passing grade is earned.

Dropping Classes

Dropping classes can affect financial aid eligibility, prevent meeting satisfactory academic progress requirements, and result in a bill owed to the college. Before dropping courses, contact the Office of Financial Aid.

Return of Title IV (Owing Money Back)

Return of Title IV calculation is performed when you completely withdraw, drop, or otherwise fail to complete the semester or term.

You are expected to earn federal financial aid by attending classes through at least 60 percent of the semester or term. Failure to meet this guideline will result in being required to repay all or a portion of your financial aid. This policy applies to the following federal financial aid programs:

- Pell Grants
- Federal Supplemental Educational Opportunity Grants (FSEOG)
- Direct Unsubsidized Loans
- Direct Subsidized Loans
- Direct Parent PLUS Loans
- Iraq & Afghanistan Service Grant

Go to www.trcc.edu/forms/policiesregs/SR2750.pdf for more information.

Student Disclosure Information

You are responsible for obtaining, completing, and filing the proper financial aid application (i.e., FAFSA) each year, by the deadline. You have the right to seek and receive full information and counsel from the Director of Financial Aid in regard to any financial aid matter. You must report any of the following changes to the Registrar's Office:

- Withdrawal from college.
- Transfer to another college.
- Name change.
- Address change or parent's address change.

If student loans have been received, Exit Counseling must be arranged with the Office of Financial Aid when you graduate, withdraw, or drop to half-time status. Failure to complete Exit Counseling will result in a hold placed on your record.

Returning Students

If you have graduated with a certificate or degree and plan on returning to pursue an additional degree, you must notify the Office of Financial Aid prior to enrolling to receive financial aid benefits.

Financial Aid Code of Conduct

Any Three Rivers College officer, employee, or agent who has responsibilities with respect to student educational loans must comply with the Code of Conduct as outlined at www.trcc.edu/forms/financialaid/codeofconduct.pdf

Consumer Information

Important information regarding (but not limited to) general statistics about the institution, financial assistance (including loans), athletic participation, annual security and fire safety report, student rights and responsibilities, gainful employment, financial aid code of conduct, and the Family Educational Rights and Privacy Act at Three Rivers College can be found at www.trcc.edu/forms/consumerdisclosures.pdf. Paper copies are available upon request.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Residency of Students

Three Rivers College uses your residence to determine the appropriate tuition rate.

Persons residing within the public school districts of Clearwater R-1, Doniphan R-1, East Carter R-II, Greenville R-II, Naylor R-II, Neelyville R-IV, Poplar Bluff R-I, Ripley County R-III, Ripley County R-IV, Twin Rivers R-X, and Van Buren R-I pay local property taxes and are charged in-district tuition.

Persons residing elsewhere in Missouri are charged out-of-district tuition.

Persons residing in the counties of Fulton, Sharp, Randolph, Clay, Greene, Craighead, and Mississippi in the state of Arkansas; persons residing in the counties of Lake and Dyer in the state of Tennessee; persons residing in the counties of Ballard, Carlisle, Hickman, and Fulton in the state of Kentucky, and persons residing in the counties of Union and Alexander in the state of Illinois are charged out-of-district tuition.

All others are charged out-of-state tuition.

In determining the residence of an individual, there should be sufficient proof of domicile within the College district for a period of 12 months. There must be sufficient proof of intent

to make the College district a permanent home for an indefinite period with continuous residence in the College district during periods not enrolled as a student.

If a question arises concerning the residency status of the student, it shall be the responsibility of the student to prove residency within the College district. The student can petition the Registrar's office for a change of residency. The student needs to submit a completed "Residency Evaluation" form with the supporting evidence to the Registrar's office. Any change in the student's residency status will not be retroactive.

The following documents can be used as supporting evidence:

- Ownership of home within the College district.
- Payment of personal/property taxes within the College district.
- Reside within the College district upon marriage to a resident and maintenance of common domicile within the college district.
- Proof of address within the College district for 12 months:
 - Driver's license showing current address within the College district.
 - Voter Registration within the College district.
 - Lease/Rental agreement.
 - Utility bills.

The Residency Evaluation form along with all supporting documentation must be submitted to the Registrar's office no later than the following deadlines:

- Fall semester – September 1
- Spring semester – February 1
- Summer semester – June 1

Go to www.trcc.edu/about/collegepolicy.php for more information.

TUITION & FEES PER SEMESTER

Tuition and Fees

Three Rivers College District Residents:
Tuition, **\$92** per credit hour

Missouri Students, Not Residents of the District:
Tuition, **\$140** per credit hour

Out-of-State Students:
Tuition, **\$178** per credit hour

Common Fees:
\$35 per credit hour

Institutional Fees:
Calculator Rental Fee: \$30
Distance Learning Fee: \$20 per credit hour
Textbook Rental Fee: \$45 per book
Transcript Fee: \$6

Institutional Fees are those fees necessary to cover the operational cost of providing specific services.

Distance Learning Fees are charged for every section taught on the web or over ITV.

Course Fees
Applied Music Fee: \$115 per credit hour

Other fees may apply. Credit hour fees are multiplied by the number of credit hours per course and fixed fees are flat fees assigned to the respective courses. For a complete list of fees, go to www.trcc.edu/forms/financialaid/courseFees1718.pdf

Program-specific fees for Emergency Medical Services (EMT), Nursing, Medical Laboratory Technology, and Fire Science are charged only to students enrolled in those programs.

Information about these additional fees is available from: the Department of Nursing and Allied Health, 573-840-9672; the Admissions Office, 573-840-9605; and the Financial Aid Office, 573-840-9606.

Senior citizens (age 60 and older) may enroll in credit courses on a space-available basis with a tuition waiver.

Tuition and fees subject to change.

Rivers Ridge Apartments

Pricing for residency in the on-campus Rivers Ridge apartments:

- Fall semester—\$1,720
- Spring semester—\$1,720
- Summer term—\$948

Payment Information

You will receive a copy of your charges when registering. Charges can be retrieved at any time on your myTRCC account. Be sure to check myTRCC each time your schedule changes. In order to remain enrolled, you must pay in full or enroll in e-Cashier by the payment deadline found in the Important Dates section and at www.trcc.edu/studentaccounts/tuitionfees.php.

Payment Options

The following are options for paying tuition:

1. Approved financial aid.
2. Full payment can be made with a credit/debit card through myTRCC under the Financial Information menu, at the Office of Student Accounts, at any College location, or via mail. When making payment by mail, please use a check or money order made payable to Three Rivers College. Be sure to include your full name and Three Rivers ID number on all checks and money orders. If you do not know your Three Rivers ID number, please call the Office of Student Accounts 573-840-9662. Checks returned by the bank are charged a returned check fee. Both the check and the fee must be paid within 10 days or your registration may be canceled. Cash should NOT be sent by mail.
3. Contact Student Accounts to set up a payment plan for your balance, 573-840-9662.

Who Needs to Enroll in a Payment Plan?

If you are not paying in full or do not have enough financial aid to cover your entire bill, you must contact Student Accounts to set up a payment plan each semester.

If you have questions, please contact the Office of Student Accounts at 573-840-9662 or by email at cashier@trcc.edu.

Failure to Pay

Failure to pay will result in the withholding of college services, submission to debt collection, and submission to the Missouri Debt Offset Program.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Refunds

For refunds of financial aid and overpayments, Three Rivers College has partnered with Bank Mobile, to offer faster

delivery of refunds. Bank Mobile is the issuer of the Raider OneCard, which functions as your school identification, as well as a method to receive refunds. You may select your refund method by registering your Raider OneCard at www.raideronecard.com and selecting a preference.

Options for refunds are:

1. ACH deposit to a personal bank account
2. Use of Raider OneCard as a pre-paid debit card
3. Paper check mailed to the address on file

If the balance was paid by a debit/credit card, the credit will be refunded to that card. If a you do not have a Raider OneCard a paper check will be mailed to the address on file.

Go to www.trcc.edu/studentaccounts/raideronecard.php for more information about the Raider OneCard program.

Course Materials

You should check with your instructor or The College Store website to determine your required course materials. To reduce the costs of attendance, the college has instituted a rental book program. When you enroll in a course that uses a rental book or uses a rental calculator the fees are charged when you register for a course that has rental materials. You are responsible for picking up the required course materials from The College Store. You will need your printed class schedule and a picture ID to get materials from The College Store.

Rental books must be returned the last day of finals for the semester it was rented. Failure to return a rental item will result in being charged for the book and a \$25 fine per book. Go to <http://bookstore.trcc.edu/home.aspx> for more information.

RECORDS

Right to Privacy and Review of Records

The Family Educational Rights and Privacy Act (FERPA) gives you the right to review your official college records, to request amendment to your records, to restrict your name from certain reports, to file appropriate FERPA complaints with the U.S. Department of Education, and to obtain TRC's FERPA policy statement. FERPA questions should be directed to the Office of the Dean of Student Services.

Directory information about you is available to the public. This information includes: name, address, telephone number, date of birth, photo, major or field of study, dates of attendance, full-time or part-time enrollment status, participation in officially recognized activities and sports, weight and height of members of athletic teams, degree(s) or certificates awarded (including dates), awards received, and most previous educational institution attended. When health and safety concerns can be documented, campus community and law enforcement personnel may also view a student photo.

The college releases lists of students on the dean's list and names of graduates to newspapers. Names and addresses of TRC graduates or candidates for graduation will be released to four-year institutions and military recruiters upon request.

If you object to the release of directory information, simply complete a Request to Restrict Directory Information form, available on the website or in the Registrar's Office. The request will remain in place until revoked in writing.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Transcripts

The college transcript is your official record. The Office of the Registrar is charged with the responsibility of posting, storing, and sending copies of transcripts to other institutions and agencies when authorized. You may order copies of transcripts through www.getmytranscript.com or an active *myTRCC* account.

Only you or someone you have authorized can request your academic and other educational records. If you have an active *myTRCC* account, you may request a transcript through *myTRCC*. If you do not have an active *myTRCC* account, you can order a transcript online via the National Student Clearinghouse at www.getmytranscript.com

The fee for each transcript is \$6. Fees are due at the time of the request via credit or debit card.

Transferring to Other Colleges

Admission requirements vary among receiving colleges and universities. Courses taken for credit at Three Rivers will be accepted in transfer by other colleges, provided grades are satisfactory and courses taken are appropriate to the degree sought. To assure smooth transfer to a four-year institution, you should consult an academic advisor early regarding transferability of credit earned at Three Rivers. The Associate of Arts degree is designed as the statewide general studies transfer degree.

Although acceptance of credit is at the discretion of the transfer school, Three Rivers has articulation agreements facilitating transfer. Generally, college transfer program courses will satisfy various department, general education, elective, and degree requirements at receiving schools. Career and technical program courses may not transfer because they are designed for employment preparation rather than transfer.

It is your responsibility to follow the recommendations of the institution to which you intend to transfer upon completing work at Three Rivers.

Name and Address Changes

All name and address changes should be reported as soon as possible through *myTRCC* or with the Office of the Registrar.

Verification of Enrollment

You may request enrollment verification from the Registrar's Office. Please allow two or three days for processing.

SUPPORT SERVICES

Academic Resource Commons (ARC)

Library Services

The Rutland Library is the information hub at Three Rivers College. The library provides access to a physical collection of more than 9,600 books, journals, graphic novels, and DVDs, computer stations for individual or group work, and a range of electronic devices including e-book readers, video cameras, digital voice recorders, and laptops. Millions of other items can be borrowed through the library's MOBIUS membership or interlibrary loan. Additionally, the library provides access to millions of journal articles 24/7 through online databases that can be accessed at www.trcc.edu/arc.

Tours of the library and individual assistance with research are provided to students and faculty upon request. There are online tutorials available as well at www.trcc.edu/arc.

Myrtle Rutland Library allows Three Rivers College students, faculty, staff, and community members to borrow material. All borrowers must present a valid Three Rivers College or Missouri state-issued picture ID card in order to check out materials.

It is the policy of Three Rivers to adhere to the provisions of the United States Copyright Law (Title 17, United States Code, Sect. 101, et seq.). The College does not approve of any use or duplication of copyrighted materials not provided for by the copyright law, fair use guidelines, license agreement, or permission of copyright holder.

For more information contact the Rutland Library at 573-840-9654, text 573-298-6105, or visit www.trcc.edu/arc.

Computer Resource Center

You have access to computers, software, and the Internet to assist in your studies at the College. You are also provided a College email account and personal online student account when you first enroll. The use of College computers, network, and email systems are subject to acceptable use as defined in ITP and ITR 8100 Acceptable Use, which can be found at www.trcc.edu/about/collegepolicy.php.

Computers for your use are available in the Academic Resource Commons, and the Tutoring & Learning Center on the Poplar Bluff campus, and at external locations. Staff members are on duty to provide assistance at all times. Printers are available at a cost of 10 cents per page.

Tutoring and Learning Center

Professional tutors offer assistance in a variety of subject areas including math, English, accounting, sciences, computer applications, and ACAD.

The Tutoring and Learning Center is located on the second floor of the Academic Resource Commons (ARC). For more information, call 573-840-9638 or email tlc@trcc.edu.

Tutoring is also offered at our Dexter, Kennett, Malden, and Sikeston locations. Distance Tutoring is available through Blackboard or by calling 573-840-9638 during regular office hours.

Advising

You will be assigned a member of the faculty as an advisor who will assist you in planning your educational programs and in selecting specific courses each semester. If you change programs or need to change advisors, request the appointment of another advisor from the Welcome Center. Advisors also assist you in exploring educational and occupational opportunities, establishing objectives, identifying strengths and interests, and resolving concerns and difficulties. Advisors' offices locations can be found in the faculty/staff directory at www.trcc.edu.

To help you in planning your studies, an online planning system has been adopted and is available through myTRCC. The Student Planning system will be used by you and your advisor to map out your program plan and keep you on track. You can view your student plan any time on myTRCC. You must confer with your faculty advisor for registration in courses that complete your degree.

Career Services

Career Services offers a wide variety of free services to help you with the career decision-making process. The staff advises and provides resources and the tools needed to research career paths and college majors that match your interests, abilities, and workplace values.

Career exploration courses, assessments, up-to-date job information via online occupational resources, successful interviewing techniques, resume and cover letter development, and college transfer information are all available. Several software programs are available that help you with many career exploration and employment services.

An online job board that includes career advice documents and a resume builder is available. To take the first step toward employment, please visit the Employment

Opportunities page of the college website and make an appointment with a career advisor.

Disability Services

Disability Services provides and coordinates accommodations if you are eligible and have a documented disability. To receive services, you must be willing to self-disclose and provide documentation of your disability from a qualified professional.

Disability support services can include help with registration, personal advising, classroom adaptations, alternative testing methods, books in alternative formats, volunteer note-takers, accessible parking, readers, and scribes. You are encouraged to help determine the most reasonable and appropriate accommodations needed to obtain your educational goals.

If you have a disability, contact the Coordinator of Disability Services before registering at 573-840-9608. Early contact will allow the office to determine eligibility for accommodations, review appropriate disability documentation, and arrange for accommodations. Some accommodations may require more time to arrange for particular courses.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Parking

Free parking is provided to you as a student of the College. A current decal must be obtained from the Office of Student Accounts and visible on the windshield of your car.

Instructions on the use of automobiles are provided when you receive your decal or at www.trcc.edu/campusafety/parking.php.

River Court Café

The River Court Café, located in the Bess Student Center, is open Monday through Friday for breakfast and lunch during the Fall and Spring semesters. The lunch menu includes daily specials, salads, and sandwiches. The Café accepts cash, Visa/MasterCard, and Meal Plan and Reward Cards. You can get meals to go or eat in the seating area, which includes booths, tables, couches, and a big screen TV. Call ahead for to-go orders at 573-840-9549 or extension 3655 on campus.

Campus Safety and Security

In cooperation with the Poplar Bluff Police Department, the campus is patrolled by a school resource officer. For all locations, dial 9-1-1 in case of an emergency.

Testing Services

The Testing Services Department is located on the 1st floor of the Westover Administration Building, and may be reached at

573-840-9667 and www.trcc.edu/testing. The services provided include the following:

Placement Tests

Placement testing is provided to assist students in enrolling in appropriate coursework that will offer the greatest chance of success.

HiSET (High School Equivalency Test)

A computer-based test administered at certified test centers across the state. Subject areas include English with an essay (typed), math, science, social studies and reading. The entire exam must be completed within a 12-month period. There is no waiting period between dates. Test time is between 5-7 hours for the entire test (5 subtests). A valid Missouri photo ID is required to take the test and a 24-hour deadline prior to test date to register. For more information, practice tests, and to register, schedule, and pay for the exams, go to www.hiset.ets.org.

Health Sciences Entrance Exams

NLN (RN), TEAS for AH (Medical Technology and Paramedic) and HESI (LPN) entrance exams are offered throughout the year on specific dates. A minimum score is required to be eligible for a program in the health fields. Application deadlines vary for each program. A test fee and Three Rivers proctoring fee are required to complete the registration for these exams.

MoGEA

The MoGEA test was adopted by the State Board of Education for all candidates pursuing the Associate of Arts in Teaching (ATT) degree and requires students to demonstrate basic general education competencies before they are admitted to an educator preparation program. The student must register at www.mo.nesinc.com, pay the test fee, and schedule the exam at the above website before scheduling the test at Three Rivers and paying the proctoring fee, which is required before 4 p.m. the Wednesday before testing. Due to limited seating, early registration is strongly encouraged.

Technical Skills Assessment

The Technical Skills Assessment (TSA) exam is a program-specific assessment for Associate of Applied Science (AAS) degrees. This is a 3½-hour online exam that assesses knowledge gained from your degree program. It must be taken in the last semester before graduation. High scores receive a certificate usable to assist with employment in your field of study. You must apply for graduation before registering for this exam.

Certification Testing

Three Rivers is now an authorized testing center for professional and technology certification tests through Pearson Vue, Castle Worldwide, and NOCTI. Fees and testing times are dependent on the type of certification test.

Proctoring Services

By arrangement, Three Rivers provides proctoring for course exams through distance education courses for various universities and remote ACCUPLACER test for a fee of \$20 per hour.

The College Store

The College Store is located in the Bess Student Center on the campus of Three Rivers College in Poplar Bluff.

Website: www.bookstore.trcc.edu
 Email: collegestore@trcc.edu
 Phone: 573-840-9610
 Hours: 8:00 a.m. to 5:00 p.m. Monday-Friday
 Text: Text the word **book** to **313131** to receive important information available only for our texting customers.

You will need your printed class schedule and your Raider OneCard or a picture ID to pick up your textbooks. Poplar Bluff, Sikeston, Dexter, Kennett, and Malden stock textbooks for courses taught at those locations. If you are taking a class online, visit The College Store website for possible pick up locations. You can order textbooks online at the College Store website above.

Meal Plan Card

You can purchase a Meal Plan Card at The College Store with your financial aid, cash, credit card, or check. The card can be used to purchase groceries, gas, and meals at numerous merchants in Poplar Bluff, Sikeston, Dexter, Kennett, and Malden. At the end of the semester, we can refund any balance still remaining on your Meal Plan Card to your Three Rivers College account. For more information go to <http://bookstore.trcc.edu/home.aspx>

Fitness Center

The Ben and Martha Bidewell Fitness Center, located in the Bess Student Center, offers 2,250 square feet of exercise space and more than 40 exercise machines. You must be enrolled in an appropriate physical education class or sign a waiver to use the facility if you are not seeking credit.

University Center

The University Center is a partnership between Three Rivers College and the universities that provide bachelor's degree completion programs at the College. The completion programs offered by Central Methodist University, Hannibal-

LaGrange University, and Southeast Missouri State University allow you to complete a bachelor's degree close to home.

You can take freshman and sophomore level courses at Three Rivers, complete an associate degree, and then complete a bachelor's degree in one of several degree programs through the university partners. For a complete list of Bachelor Completion programs visit www.trcc.edu/academics/bachelors.php

The University Center is located in suite 204 of the Westover Administrative/Classroom Building.

The following programs are offered through the University Center

Central Methodist University	Hannibal-LaGrange University	Southeast Missouri State University
<i>Classroom</i>	<i>Classroom</i>	<i>Classroom (ITV)</i>
Accountancy	Business Management	Early Childhood Ed.
Biology	Criminal Justice	Elementary Ed.
Biology Ed.	Early Childhood Ed.	Elementary Ed. (with add on certification in Middle School Language Arts)
Math Ed.	Elementary Ed.	General Studies
Music Ed.	Organizational Leadership	Interdisciplinary Studies
Psychology	Social Services	Middle School Ed. – Language
Special Ed. K-12	<i>Online</i>	Middle School Ed. – Math
<i>Online</i>	Nursing RN to BSN	Middle School Ed. – Science
Applied Behavior Analysis		Middle School Ed. – Social Studies
Business		Special Ed. (Exceptional Child) with Elementary Ed. add on certification
Business Ed.		<i>Online</i>
Child Development		Business Administration
Computer Science		Technology Management
Criminal Justice		Nursing RN to BSN
Early Childhood		Healthcare Management
Elementary Ed.		General Studies
General Studies		Interdisciplinary Studies
Health Sciences		Criminal Justice
Management		Computer Information Systems
Middle School Ed.		Social Science
Nursing – RN to BSN		Psychology
Public Administration		Emergency Preparedness
Sociology		
Sports Management		

TRiO Programs

TRiO Programs are funded under Title IV of the federal Higher Education Act of 1965 and are designed to help students overcome class, social and cultural barriers to higher education by providing information, advising, academic instruction, tutoring, assistance applying for financial aid, encouragement, and support.

Two TRiO programs are at Three Rivers: Education Talent Search (ETS) and Student Support Services (ACHIEVE).

Educational Talent Search (ETS)

Three Rivers College's Educational Talent Search (ETS) is a TRiO program that provides education outreach and is funded through the U.S. Department of Education. Educational Talent Search is designed to motivate and support students in grades 6-12 who have the potential to succeed in college.

The Educational Talent Search program:

- Provides academic, career, and financial aid counseling to its participants.
- Encourages them to graduate from high school.
- Encourages them to continue on to the postsecondary school of their choice.

Three Rivers' ETS has many activities for participants throughout the school year, including monthly in-school workshops, college campus tours, and cultural enrichment trips. As students advance toward high school graduation, the focus is centered on preparing them to apply, enroll, and become successful in their postsecondary careers. Services provided by the program include goal setting, character building activities, and many more.

The Three Rivers College ETS Program works with the following districts: Campbell, Dexter R-XI, Doniphan R-1, East Carter County R-II, Greenville R-II, Naylor R-2, Neelyville R-4, Poplar Bluff R-1, Southern Reynolds County R-II, and Twin Rivers.

Educational Talent Search can be reached at 573-840-9532.

ACHIEVE

ACHIEVE is committed to helping eligible students to be successful in college, to graduate, and to complete a college degree. This is accomplished by providing direct, individualized support services to enhance each participant's college success.

Who Can Participate?

ACHIEVE is funded through the U.S. Department of Education and provides free services to eligible students. Eligibility is based on one or more of the following factors:

- **Low Income:** Taxable income that does not exceed levels set by the federal government regulation and/or
- **First Generation Student:** Neither parent graduated from a four-year college or university; or
- **Disabled:** Learning disability or physical disabilities (All disabilities must be documented.)

The ACHIEVE Office can be reached at 573-840-9650 and is located on the second floor of the Academic Resource Commons.

Complaint Resolution

We are dedicated to providing fair and impartial resolution of your complaints as a student. It is our practice to resolve complaints at the lowest possible level through informal action. When complaints rise to the level that the resolution will require formal action, you will be given the opportunity to file an appeal.

In rare cases when all other forms of resolution have failed and you believe your status at the College has been adversely affected by an incorrect or inappropriate decision or behavior, you have the ability to file a grievance.

For further information on complaint resolution, please see SP and SR 2140 Student Appeals and SP and SR 2130 Student Grievance at www.trcc.edu/about/collegepolicy.php.

Lost and Found

Items found should be taken to the Welcome Center to await owner identification.

STUDENT LIFE

Activities

College activities are designed to assist you in developing culturally, socially, and educationally. The College schedules a variety of events throughout the year. Bowling, skating, films, concerts, exhibits, plays, and intercollegiate athletics may be included on the calendar of events. Students will be admitted to many college events and all home varsity games upon presentation of student ID cards.

Housing

Rivers Ridge Apartments, Three Rivers' student housing complex, is comprised of 46 four-bedroom apartments. All of the apartment units have private bedrooms, two full bathrooms, a living room area, and a full-service kitchen with stove, refrigerator, and dishwasher. Rivers Ridge has upgraded the housing package to include water, gas, trash and sewer service, high-speed Internet, electric, and basic cable television.

Rivers Ridge has many amenities that include an outdoor swimming pool, sand volleyball court, pavilion with picnic tables and BBQ grills, clubhouse with a big screen TV, study room with computers, laundry room, and snack machines. The housing staff plans many exciting activities throughout the year to provide students with opportunities to live in a community environment conducive to meeting student resident's education and personal goals. For more information, call 573-840-9106 or go to www.trcc.edu/campuslife/housing.php.

Athletics

Three Rivers is the "Home of the Raiders." Intercollegiate sports for men include basketball, baseball, cheer, and rodeo. Women's varsity sports include basketball, softball, cheer, and rodeo. The College has achieved national and statewide recognition for each sport and many student athletes continue their athletic careers at four-year colleges and universities. There have been over 65 Academic All-Americans.

Raider athletics have a triple focus of academic success, character development, and athletic success.

Rocky Raider (Mascot)

Three Rivers is proud of its mascot, Rocky Raider. Rocky is an integral part of our athletic and College culture and can frequently be seen participating College activities on and off campus. Be sure to look for Rocky at athletic events, fund raisers, summer camps, and parades.

Cheerleaders

Men and women are recruited during spring to cheer for all men's and women's home basketball games. Cheerleaders practice during the summer and attend collegiate cheer camp. They participate in cheer clinics, local parades, pep rallies, raffles, and various fund-raisers.

Men's Baseball

The Raider baseball team has won multiple Region 16 titles with their best finish of 3rd place in the 1973 National Tournament. The baseball team has sent 90% of their eligible student athletes on to four-year institutions. There have been 60 Raiders alumni play professional baseball with 4 of those players reaching the Major League Level. The Raiders have had 5 NJCAA All Americans, 15 NJCAA Academic All Americans and have been consistent in having success in the Region 16 tournament. Head Coach Stacey Burkey has over 600 victories.

Men's Basketball

The men's basketball team has brought special honor and recognition to the College. The Raiders have competed in the NJCAA tournament 17 times since 1971. The Raiders were National Champions in 1979 & 1992 and finished second in 1994 and 2010. Head Coach Gene Bess is the all-time "winningest" collegiate basketball coach, has been the Raiders Head Coach for 47 years, and has an overall record of (1256-368). Coach Bess was recently inducted into the Missouri Hall of Fame with the honor of "Legendary" Status.

Women's Basketball

The women's basketball team has been to the NJCAA National Basketball Tournament twice and finished 5th in the nation during 2004. Local athletes have been a major part of the structure of the team since its inception. The academic standards and graduation rate are very high, and there have been 14 Academic All-Americans. Scholarships are awarded on a merit basis.

Women's Softball

The softball team participates in the NJCAA Region 16. Our softball program has enjoyed great success on the field and in the classroom. There have been 37 Student Athletes named All American since the inaugural 1988-1989 season. Scholarships are awarded on a merit basis.

Raider Rodeo

The Three Rivers College Rodeo team was established in 2011 and is a member of National Intercollegiate Rodeo

Association. Three Rivers has sent several rodeo team members to the College National Finals in Casper, WY. In 2016 the College purchased a 108-acre farm for the home of the rodeo team and a live experiment station for the Agriculture department. To be eligible to rodeo, a student must be a full-time student enrolled in 12 or more hours of classes and maintain a 2.0 GPA.

Campus Organizations

A variety of student organizations are available at Three Rivers. Activities are designed to assist you in developing culturally, socially, and educationally. Visit www.trcc.edu/campuslife/organizations.php for a list of and more information on campus organizations.

HEALTH AND SAFETY

Children on Campus

In order to maintain a safe and effective learning environment, unattended children are not allowed on campus, including in a campus building, on campus grounds, or in a vehicle. Children must be under the direct supervision of a parent, legal guardian, or responsible adult at all times while on campus.

Drug Abuse/Prevention

The unlawful possession, use, or distribution of drugs and alcohol on college property is not allowed. Health risks associated with the use of illicit drugs and the abuse of alcohol range from temporary disorientation to permanent organ damage or death. Information concerning treatment programs is available at the Student Services Office.

The college will impose sanctions on students and employees, up to and including expulsion from college or termination of employment, and referral for prosecution for violations of the College standards of conduct. Legal sanctions under local, state, and federal law for unlawful possession, use, or distribution of illicit drugs and the abuse of alcohol extend up to seven years in prison and/or a \$10,000 fine for a Class A Felony.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Emergency Health Services

The Dean of Student Services should be notified if you need emergency health care. If you are seriously injured or become ill on campus, call 9-1-1 immediately. Whether or not it is an emergency, an incident report should be filed in all cases of injury and emergency with the School Resource Officer, 573-718-0108.

Emergency Phone Messages

In the event of an emergency, you will be contacted in class if at all possible. The caller will be asked the nature of the emergency in order for the College to determine if the call warrants a student being removed from class.

Emergency Plan

The college has posted emergency plans throughout its facilities and also on the Three Rivers website at www.trcc.edu/forms/police/emergencyactionplan.pdf. Further information concerning emergency plans and procedures is included in the Student Services section of this publication.

Emergency Procedures

In case of fire, or upon the sounding of the audible evacuation warning, students and faculty should evacuate the buildings by way of the nearest exit or as instructed on the posted evacuation routes on each floor/room and immediately proceed to the designated assembly area.

In the event of severe weather or the sounding of the audible tornado warning, students and faculty should move to the most inner portion of the building on the lowest level away from windows. If time allows, the FEMA Safe Room is located within the Robert W. Plaster Free Enterprise Center.

In the event of violence occurring on campus, or upon the sounding of the "lockdown" alarm, students and faculty should secure and shelter in place until notified by police or the sounding of an all clear notice.

For complete listing of emergency procedures, please visit www.trcc.edu/forms/police/emergencyactionplan.pdf.

Food and Drink

Students are asked to observe the signs that indicate where food and drinks are allowed on campus.

Immunizations

The Missouri Department of Health has recommended that all incoming freshmen receive measles vaccine. If you are planning to live in the Rivers Ridge Student Housing Complex, you are to have the meningococcal vaccine. Please contact the Department of Health in your county for more information.

Infectious and Contagious Diseases

If you become infected with any type of contagious disease, such as AIDS, H1N1, SARS, hepatitis, among others, you will not be excluded from enrollment or employment or restricted in your access to college services or facilities unless otherwise medically indicated or required by law.

The College complies with Section 504 of the Rehabilitation Act of 1973 and with the Americans with Disabilities Act, making every effort to ensure that persons with disabilities admitted to the college as students are afforded all of the rights and privileges provided to them by this act. Persons who know or suspect that they are infected are expected to seek expert advice about their health circumstances and are obligated ethically and legally to conduct themselves responsibly in accordance with such knowledge for the protection of others.

Additionally, those who know they are infected are urged to share that information with the appropriate administrator so the College can respond appropriately to their needs. Such information will be disclosed to responsible College officials only on a strictly limited need-to-know basis unless the individual consents in writing to other releases of the information. The College will respond on an individual, case-by-case basis to shared information. The College's response will take into consideration the expressed desires and opinions of the person who is infected, the recommendations of the individual's physician, and the College's commitment to the protection, to the extent possible, of both the public health and the individual's rights. The response will include recommendations for reasonable accommodations and/or restrictions.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Title IX

Three Rivers College considers Title IX complaints egregious. Therefore, the College has established prompt and effective steps to immediately end the sexual misconduct in an effort to eliminate the hostile environment and shall make every effort to prevent its recurrence as appropriate. It is the intention of Three Rivers College to seek an immediate resolution through this Title IX process. All reports will be investigated thoroughly, and there will be a resolution that may result in disciplinary action, as well as possible

suspension or expulsion of student(s) as deemed appropriate. For further information, see SR 2120 Title IX for Students at www.trcc.edu/about/collegepolicy.php.

Inclement Weather Procedure

In the event the College must close or classes be cancelled due to inclement weather, a notice will be placed on the College website and local radio and TV stations will be notified. Additionally, the College offers a service that delivers notification via text message. To receive text alerts, **TEXT "Y" to 675-87**. Always use your own best judgment, as adults, concerning the safety of traveling to classes.

Posting/Distributing Materials on Campus

Students and organizations may post/distribute materials on campus after obtaining content and design approval from the Communications Department. External postings must get approval of content and design through the Dean of Student Services.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Smoking

Smoking is only allowed in designated/marked areas which are listed on the campus map.

ACADEMIC INFORMATION AND RULES

The College offers a number of programs that lead to transfer or potential employment. The information in this section will inform you about how the curriculum is structured, grades, and academic rules.

Semester Length

Each Fall and Spring semester is approximately 16 weeks in length. The Summer session consists of three separate and distinct sessions, two of which are four weeks in length and one of which is eight weeks in length. Winter session is a four-week online term.

Course Types

Traditional/Web-Enhanced

Course with no or minimal online technology used and content is delivered in a traditional setting. The traditional course can have a web component for accessing syllabi, notes, PowerPoints, videos, etc. No replacement for face-to-face course time occurs.

Hybrid

A hybrid course is a model of course design that combines traditional, face-to-face class time with online components for accessing or uploading coursework. A course with 1%-79% of the face-to-face component replaced with an online component is considered a “blended” course.

Online

An online course is a model of course design that may have limited face-to-face meetings; however, testing and other required face-to-face meetings can be provided in a traditional setting. A course with 80% or more of the content delivered online is considered to be an online course.

Prerequisites and Corequisites

A prerequisite is a course you must successfully complete before enrolling in another course. A corequisite is a course you must enroll in at the same time as another course unless you have already completed the corequisite. Prerequisites and corequisites are listed in the course descriptions section.

Credit Hour

A credit hour is the unit of measure for college coursework. One credit hour is earned by attending a non-laboratory class for 50 minutes a week per semester. For laboratory, clinical, and internship courses, one credit hour/semester hour is granted for two or three hours of coursework per week.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Academic Load

The normal academic load in a Fall or Spring semester is 15 to 16 semester credit hours, exclusive of physical education and musical groups. If you have considerable responsibilities in addition to your college work, a reduced course load might be best. If you wish to take more than 21 credit hours during a Fall or Spring semester, permission must be granted by the Dean of Instruction.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Grading System

The grades A, B, C, D, F, and CR are used to evaluate the quality of your work and are defined as follows:

Grade	Quality of Work	Points per Credit
A	Excellent	4
B	Above Average	3
C	Average	2
D	Below Average	1
F	Failing	0
CR	Credit, No Grade	

There are certain noncredit marks issued by instructors as follows:

Noncredit Grade	Explanation
W	Withdrawn
AUD	Audit
I	Incomplete
NP	No Pass

Grade Point Average

Your grade point average (GPA) is determined by multiplying the number of grade points for each grade received by the number of semester hours for that course. This total is divided by the total number of semester hours attempted excluding courses with W, CR, NP, or I grades.

The courses accepted by Three Rivers from other institutions for a transfer student are included in the cumulative grade point average.

Change of Grade

A grade that has been transcribed can be changed only if there has been an error on the part of the instructor, a clerical error, or after a successful student appeal.

Repeating Courses

You may retake a course in which you earned a “C” or lower and replace the original course grade in your GPA. After the first retake, all but the first attempt will count toward your GPA. Financial aid limits payments for repeated courses.

Reporting Grades

At the close of the semester, the complete grade reports will be available on *myTRCC* online student system, provided that all financial obligations to the college have been met and all admission requirements are on file in the student’s record.

Incomplete Grades

If you are unable to complete the work of a course because of extenuating circumstances, you should speak to your instructor about an incomplete grade. Seventy-five percent (75%) of the coursework with a passing grade must be completed and the instructor must give permission for an incomplete grade to be issued. You have one regular semester (Fall or Spring) to complete the necessary work to the satisfaction of the instructor or the incomplete grade will be changed to an “F” grade.

Academic Honors

Dean’s List

If you were enrolled for 12 or more graded credit hours and earned a GPA of 3.5 or better, you will be listed on the Dean’s List.

Graduation Honors

If you complete your program with the following overall grade point averages, you will graduate with the following distinction:

- 3.5 – 3.69 will graduate with Cum Laude
- 3.7 – 3.89 will graduate with Magna Cum Laude
- 3.9 – 4.0 will graduate Summa Cum Laude

For purposes of the commencement ceremony and graduation program, the cumulative grade point average from the preceding semester will be used to identify honor students. However, the final cumulative grade point average will be used to determine final honors status and will be noted on the official college transcript and diploma.

Academic Fresh Start

A student who has not attended an institution of higher learning for at least three (3) years, shall be enrolled in the Academic Fresh Start program upon re-enrollment. Academic Fresh Start shall be granted when the following conditions are met:

- Complete a minimum of twelve (12) hours of coursework for which a letter grade is earned over two (2) consecutive semesters.
- Achieve satisfactory academic progress standards as measured by the GPA of the twelve (12) credit hours of coursework enrolled in after entering the Academic Fresh Start Program.

Upon the granting of Academic Fresh Start, the student’s permanent record will note the date a Fresh Start was made, and the student’s grade point average and credit totals will be based only on work beginning with that date and work successfully completed previously. Academic Fresh Start will be granted only once. Students who do not successfully complete the process as described above shall not be deemed to have been granted an academic fresh start.

Academic Fresh Start is a Three Rivers procedure and may not be recognized by another college upon transfer.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Program Selection

You can choose from many programs to either prepare to transfer to a four-year college or to seek employment. To select a program, simply mark your choice on the application or speak to your advisor.

Change of Program

To change programs, complete a Change of Program of Study form. The change of program form can be obtained from your faculty advisor, online, at the Welcome Center, or at any off campus location.

General Conduct

As a member of the learning community at Three Rivers, you are expected to conduct yourself with integrity, honesty, and observe the rules and regulations of the college. The college code of conduct and associated disciplinary procedures are

available in the library, the Office of the Dean of Student Services, and at www.trcc.edu/forms/policiesregs/SR2610.pdf .

Late for Class

If the instructor does not appear within 10 minutes after the time scheduled for the beginning of class, please contact the Dean of Instruction at 573-840-9621, who will notify you if the class is to be dismissed.

Military Active Duty

If you are called to active duty status during a semester, present a copy of the active duty orders to the Dean of Student Services office on the first floor of the Westover Administration Building. If you have not completed 75% of the coursework, you will be withdrawn with 100% tuition and fee credited. If you have completed 75% or more of the coursework, a grade will be issued based on the work completed, or you will be given an incomplete grade and allowed to finish the coursework.

If you are called to duty for a period of two-weeks or less, you should notify both your instructor and the Dean of Student Services. Your absence will be considered excused, and you will be allowed to make up any missed work.

Go to www.trcc.edu/about/collegepolicy.php for more information.

Electronic Devices

Electronic devices, including, but not limited to, laptop/netbook computers, cellular devices, e-readers, and MP3 players will be turned off within the learning environment. Exceptions include the use of such devices for medical emergencies or contacts that must be maintained due to work requirements. In such cases the student must advise the instructor, and the device must be in “silent mode.” The instructor may make adjustments to this regulation for specific usage in their unique learning environments. The usage of such electronic devices in relation to approved ADA accommodations is exempt from this regulation.

Photo and Videotape

The college takes photos and video throughout the year that often include students in classrooms, study areas, residence halls, athletic events, and so forth. By enrolling, you consent to the use of these photographs and videos publications, both printed and electronic, for publicity.

DEGREES, CERTIFICATES, AND GRADUATION REQUIREMENTS

Degrees and Certificates

Three Rivers College offers programs that lead to transfer and potential employment. The Associate of Arts (AA), the Associate of Science (AS), the Associate of Arts in Teaching (AAT) and their related certificates are designed to prepare you for transfer to a four-year institution. The Associate of Applied Science (AAS) and related certificates are designed to prepare you for employment.

The requirements for each degree as shown in this catalog are in effect from the first semester of enrollment and for five years after. To graduate, you may use any catalog in effect during a year in which you were enrolled that is no older than five years.

If you have already earned a degree, you can qualify for a second degree by taking a minimum of 15 hours at Three Rivers beyond the first degree and meeting all of the degree requirements of the second degree. You may only be awarded one AA degree, but you can be awarded an AAT or multiple AS and AAS degrees.

Outcomes Assessment

Three Rivers is committed to maintaining the quality of its educational programs. Three Rivers regularly assesses student achievement, both in general academic skills and abilities and within selected majors. Anyone completing certificates, AA, AS, AAT and/or AAS degree requirements participate in outcomes assessment.

Graduation Upon Program Completion

Once you have completed the requirements for a program, the credential will automatically be awarded. You are encouraged to complete the application for graduation at www.trcc.edu/academics/graduation.php.

Diplomas/Certificates will be issued following the Fall and Spring semester in which you complete the graduation requirements.

Graduation Ceremony

The graduation ceremony is held at the end of the Spring semester. The ceremony is designed as a celebration of your success, and you are highly encouraged to attend commencement and celebrate with your fellow learners.

Graduation Requirements

Associate of Arts Degree

The Associate of Arts (AA) is for transfer to a four-year institution. You will select a program of study with the help of faculty and professional staff advisors. The graduation requirements for the Associate of Arts degree are as follows:

- Have a cumulative grade point average of 2.0 or higher.
- Complete at least 15 credit hours of the degree at Three Rivers College.
- Complete a program of study as outlined, which includes:
 - 64 credit hours total minimum
 - 42 credit hours of the state mandated general education program
 - 18-20 credit hours of program courses
 - 2 hours of lifetime wellness or physical education activity courses
 - 1 credit hour capstone course
- 9 credit hours of career courses (non-transfer) may be used as electives.
- Meet all financial obligations to the college.

Associate of Arts in Teaching Degree

The Associate of Arts in Teaching degree (AAT) is a statewide, specialized degree intended for transfer to approved teacher education programs at Missouri four-year colleges. The graduation requirements for the Associate of Arts in Teaching degree are as follows:

- Have a cumulative grade point average of 2.75 or higher.
- Complete at least 15 credit hours of the degree at Three Rivers College.
- Complete all the courses that appear in the selected program of study. Three Rivers College offers an Associate of Arts in Teaching in elementary education, middle school education, secondary education, and music education.
- Pass the MoGEA.
- Meet all financial obligations to the college.

Associate of Science Degree

The Associate of Science (AS) is a specialized degree intended for transfer into a four-year occupational program. The

graduation requirements for the Associate of Science degree are as follows:

- Have a cumulative grade point average of 2.0 or higher.
- Complete at least 15 credit hours of the degree at Three Rivers College.
- Complete all the courses in the selected program of study.
- Meet all financial obligations to the college.

Associate of Applied Science Degree

The Associate of Applied Science degree is designed to prepare you for potential employment after graduation. The requirements for the degree are as follows:

- Have a cumulative grade point average of 2.0 or higher.
- Complete at least 15 credit hours at Three Rivers College.
- Completed all courses in curriculum.
- Meet all financial obligations to the college.

Certificate in General Academic Studies

The Certificate in General Academic Studies is a highly individualized curriculum that will allow you to broaden your education in an area of your choosing. The requirements for this certificate are as follows:

- Have a cumulative grade point average of 2.0 or higher.
- Complete at least 15 semester hours of credit at Three Rivers College.
- Acquire 62 credit hours or more.
- Complete the following:
 - 6 hours of College Writing
 - 3 hours of American History (HIST 111 or 112 required)
 - 6 hours of art, music or literature (credit for music groups will not meet this requirement)

- 3 hours of social science (PSYC 111 or SOCI 111)
- Meet all financial obligations to the college.

One-Year Certificate

Three Rivers offers curricula leading to one-year certificates upon completion of required courses. The requirements for the certificate are as follows:

- Have a cumulative grade point average of 2.0 or higher.
- Complete all courses in the prescribed certificate.
- Meet all financial obligations to the college.

+The Department of Education requires colleges to disclose information for financial aid eligible programs of study that prepare students for gainful employment in a recognized occupation. Gainful Employment program eligibility is subject to change. For additional information, please visit www.trcc.edu/financialaid/ge.php or contact the Office of Financial Aid.

Short-Term Certificate

Three Rivers offers short-term certificates upon completion of required courses. The requirements for the short-term certificates are as follows:

- Have cumulative grade point average of 2.0 or higher.
- Complete all courses in the prescribed certificate.
- Meet all financial obligations to the college.

Certificate of Academic Distinction

The Certificate of Academic Distinction allows you to receive recognition for coursework completed at the honors level, including HNRS courses and courses completed with an honors contract, if you are not in an AA program of study.

42-Hour State Mandated General Education (Gen Ed) Program

Forty-two general education (Gen Ed) hours must be selected according to the following guidelines. The Three Rivers College 42-hour block of general education (Gen Ed) credit is consistent with the statewide general education policy and is part of the Associate of Arts and Associate of Arts in Teaching degrees. Students must select course offerings from each general education component indicated below and meet the minimum hours required in each component.

I. Communication (total hours: 9)

A. Required:

1. ENGL 111 College Writing
2. ENGL 112 Advanced College Writing (*ENGL 111 prerequisite with C or better*)

B. One course:

1. SCOM 110 Public Speaking

II. Valuing (total hours: 3)

One course from the following list:

1. AGRI 190 World Foods & Society
2. BIOL 102 Environmental Science
3. BIOL 190 Biology for Majors
4. EDUC 230 Foundations of Education in a Diverse Society (*for education majors only*)
5. HIST 121 World Civilization to the Renaissance
6. HIST 122 World Civilization since the Renaissance
7. PHIL 200 Introduction to Philosophy
8. PHIL 233 Ethics
9. PHIL 243 Religions of the World
10. SOCI 221 Race and Ethnicity (*for Social Work majors for Southeast Missouri State University only*)

III. Humanities (total hours: 9)

A. One course from the following list (3 hours):

FINE ARTS

1. ARTS 123 History and Appreciation of Art
2. MUSC 123 History and Appreciation of Music
3. THEA 120 History and Appreciation of Theatre
4. THEA 122 History and Appreciation of Film

B. One course from the following list (3 hours): (*ENGL 111 prerequisite to each course*)

LITERATURE

1. ENGL 210 Introduction to Literature
2. ENGL 221 World Literature to 1600
3. ENGL 222 World Literature since 1600
4. ENGL 231 English Literature to 1798
5. ENGL 232 English Literature since 1798
6. ENGL 241 American Literature to 1870
7. ENGL 242 American Literature since 1870

C. One course from one of the following disciplines (3 hours)

LITERATURE (ENGL 111 prerequisite)

1. ENGL 210 Introduction to Literature
2. ENGL 221 World Literature to 1600
3. ENGL 222 World Literature since 1600
4. ENGL 231 English Literature to 1798
5. ENGL 232 English Literature since 1798
6. ENGL 241 American Literature to 1870
7. ENGL 242 American Literature since 1870

HUMANITIES (ENGL 111 prerequisite)

8. ENGL 223 Classical Mythology
9. ENGL 233 Shakespeare
10. ENGL 281 Old Testament Literature
11. ENGL 282 New Testament Literature
12. PHIL 200 Introduction to Philosophy
13. PHIL 223 Introduction to Biblical Studies
14. PHIL 233 Ethics
15. PHIL 243 Religions of the World

FOREIGN LANGUAGE

16. SPAN 101 Elementary Spanish I
17. SPAN 102 Elementary Spanish II
18. SPAN 201 Intermediate Spanish I
19. SPAN 202 Intermediate Spanish II

IV. Life and Physical Sciences (total hours: 8-10)

Two courses required, one from life sciences and one from physical science; one of the two courses must have a laboratory component.

Life

1. BIOL 100 Survey of Biology (3 hours)
2. BIOL 101 General Biology (5 hours)
3. BIOL 102 Environmental Science (5 hours)
4. BIOL 110 Human Biology (3 hours)
5. BIOL 190 Biology for Majors (5 hours)

Physical

1. CHEM 111 Introductory Chemistry (5 hours)
2. CHEM 121 General Chemistry I (5 hours)
3. PHYS 100 Survey of Physics (3 hours)
4. PHYS 101 Physical Science (5 hours)
5. PHYS 150 Environmental Geology (4 hours)
6. PHYS 211 General Physics I (5 hours)

V. Mathematics (total hours: 3)

A. One course:

1. MATH 163 College Algebra

B. MATH 162 Math for Elementary Teachers (for Elementary Education majors only)

VI. Social and Behavioral Sciences (total hours: 9)

A. Required

1. GOVT 121 National and State Government (3 hours)
2. HIST 111 American History to 1877 OR HIST 112 American History since 1877 (3 hours)

B. One course from the following list (3 hours):

1. ECON 211 Principles of Macroeconomics
2. ECON 212 Principles of Microeconomics
3. GOVT 233 International Relations
4. HIST 111 American History to 1877
5. HIST 112 American History since 1877
6. HIST 121 World Civilization to the Renaissance
7. HIST 122 World Civilization since the Renaissance
8. PSYC 111 General Psychology
9. SOCI 111 General Sociology

VII. CPST 290 General Education Capstone (total hours: 1)

Associate of Applied Science Degree General Education Program

The AAS Degree programs are designed to prepare a student for immediate entry into the job market upon completion of their selected programs. It is not intended as a transfer degree into a four-year program and contains courses that are not primarily designed for transfer.

Students must complete at least 15 credit hours of the degree at Three Rivers College.

Specific general education courses may be listed along with core requirements in the Programs of Study. The college perceives education not only as preparation to earn a living, but as a way of life, responsible to both the individual and the college community. For this reason, approximately 25% of each program leading to an Associate of Applied Science degree is comprised of general education courses.

Students must select course offerings from each general education component indicated below and meet the minimum hours required in each component.

I. Communications (total hours : 3)

1. ENGL 111 College Writing (3)

II. Social Science (total hours: 3)

1. GOVT 121 National and State Government (3)

III. Mathematics (total hours: 3-4)

A. Mathematics

1. ENGR 106 Technical Math I (3)
2. MATH 103/153 Intermediate Algebra (4)
3. MATH 163 College Algebra (3)

IV. Critical Thinking Ability (total hours: 6)

A. AAS Program Specific Courses

1. ACCT 212 Principles of Accounting (3) (*Business Management and Accounting Technology Programs*)
2. ACCT 227 Financial Analysis and Budgeting (3) (*Business Management and Accounting Technology Programs*)
3. ADJU 113 Criminal Law (3) (*Criminal Justice Program*)
4. ADJU 114 Constitutional Law (3) (*Criminal Justice Programs*)
5. AGRI 297 Agriculture Internship (6) (*Agriculture and Forestry Programs*)
6. BMGT 235 Customer Service Management (3) (*Information Systems Technology Medical Billing and Coding Option*)
7. CIVL 225 Construction Management (3) (*Engineering Technology – Construction Management and Civil Applications Option*)

8. ECD 245 Early Childhood Administration (3) (*Early Childhood Development Program*)
9. ECD 295/296 Early Childhood Practicum I/II (5) (*Early Childhood Development Program*)
10. ECON 211 Principles of Macroeconomics or ECON 212 Principles of Microeconomics (3) (*Information Systems Technology Medical Billing and Coding Option*)
11. EDUC 210 Education Psychology (3) (*Paraprofessional Educator Program*)
12. EDUC 270 Educational Technology (3) (*Paraprofessional Educator Program*)
13. ELEC 216 Programmable Controller Systems (3) (*Engineering Technology – Process and Controls Option*)
14. EMDS 204 EMS III (14) (*EMS Program*)
15. EOSH 116 Introduction to Industrial Hygiene (3) (*EOSH Program*)
16. EOSH 225 Accident Investigations (3) (*EOSH Program*)
17. FIRE 215 Tactics and Strategies (3) (*Fire Science Program*)
18. FIRE 235 Fire Protection Systems (3) (*Fire Science Program*)
19. MDLB 128 Clinical Microbiology (4.5) (*Medical Laboratory Technology Program*)
20. MDLB 245 Laboratory Sciences Seminar (1.5) (*Medical Laboratory Technology Program*)
21. MST 115 IT Essentials (3) (*IT Specialist*)
22. MST 219 Advanced Server Administration (3) (*IT Specialist*)
23. NURS 219 Medical Surgical Procedures (8) (*Nursing Program*)
24. PHYS 100 Survey of Physics (3) (*Engineering Technology – Construction Management and Civil Applications Option; Welding Option*)
25. WELD 265 Welding Fabrication (3) (*Engineering Technology – Welding Option*)

Degrees and Certificates Listing

Accounting	Short-Term Certificate	52
Accounting Technology	AAS	52
Administration of Justice	AS	86
Agriculture	AA	62
Agriculture Systems		
Agriculture Science Option	AAS	63
Agribusiness Option.....	AAS	64
Agritechnology Option	AAS	65
Art	AA	114
Biological Sciences	AA	144
Business Administration	AA	53
Business Management.....	AAS	54
Career and Technical Studies.....	AAS	96
Chemistry.....	AA	145
Civil Engineering Technician	One-Year Certificate	99
Communication.....	AA	138
Construction Management Specialist.....	One-Year Certificate	99
Criminal Justice		
Corrections Option	AAS	87
Law Enforcement Option.....	AAS	88
P.O.S.T. Academy Option.....	AAS	89
Criminal Justice Technology Specialist.....	One-Year Certificate	90
Criminal Justice – P.O.S.T. Academy	One-Year Certificate	90
Criminal Justice	Short-Term Certificate.....	90
Early Childhood Development	AAS	72
Early Childhood Development	Short-Term Certificate.....	73
Electrical Process Technician	One-Year Certificate	102
Electrical Technology	One-Year Certificate	110
Elementary Education.....	AA	74
Elementary Education.....	AAT	75
Emergency Medical Services.....	Short-Term Certificate.....	94
Engineering Technology		
Construction Management and Civil Applications Option ..	AAS	98
Process and Controls Option	AAS	101
Welding Option.....	AAS	104
English.....	AA	139
Environmental Health	AS.....	118
Environmental Horticulture	AA	67
Environmental/Occupational Safety and Health Technology	AAS	106
Environmental/Occupational Safety and Health Technology	One-Year Certificate	107
Environmental/Occupational Safety and Health Technology	Short-Term Certificate.....	107
Fire Science	AAS.....	91
Fire Science	One-Year Certificate	92
Forestry.....	AS	68
Forestry Technology		
Geographical Information Systems Option	AAS	69
Surveying Option	AAS	70
Forensic Science.....	AA.....	146
General Education.....	AA.....	49
Global Studies	Short-Term Certificate	159
Green Diesel.....	One-Year Certificate.....	110
Green Diesel Technology	Short-Term Certificate.....	110

Health Sciences	AS.....	119
Heating, Ventilation, Air Conditioning/Refrigeration	One-Year Certificate	111
History.....	AA	150
Hospitality and Tourism	One-Year Certificate	55
Industrial Technology		
Electrical Technician	Short-Term Certificate.....	103
Industrial Technician.....	Short-Term Certificate.....	103
Quality Control Technician	Short-Term Certificate.....	103
Information Technology Specialist.....	AAS	56
Information Technology Specialist.....	One-Year Certificate	56
Maintenance Welding	One-Year Certificate	105
Manufacturing Welding	One-Year Certificate	105
Management and Supervision	One-Year Certificate	55
Marketing and Merchandising	One-Year Certificate	55
Mathematics	AA	147
Medical Billing and Coding – Office Administration	AAS	57
Medical Billing and Coding.....	Short-Term Certificate.....	57
Medical Laboratory Technology	AAS	120
Mid-Level Education	AA	76
Middle School Education	AAT	77
Music.....	AA	115
Music Education-Instrumental.....	AAT	78
Music Education-Vocal.....	AAT	79
Nursing.....	AAS	122
Occupational Therapy Assistant	AAS	126
Office Administration.....	AAS	58
Office Assistant	One-Year Certificate	59
Paramedic	AAS.....	93
Paramedic	One-Year Certificate	94
Paraprofessional Educator.....	AAS	82
Physical Education	AA	83
Physical Sciences.....	AA	148
Plumbing Technology.....	One-Year Certificate	111
Political Science.....	AA	151
Power Plant Technician.....	One-Year Certificate	102
Practical Nurse	One-Year Certificate	127
Precision Agriculture.....	One-Year Certificate	66
Pre-Dental Hygiene	One-Year Certificate	133
Pre-Engineering	AA	108
Pre-Engineering	AS.....	109
Pre-Health Medicine	AS.....	129
Pre-Journalism	AA	140
Pre-Law	AA	152
Pre-Medical Laboratory Technology.....	One-Year Certificate	133
Pre-Medicine.....	One-Year Certificate	134
Pre-Nursing	One-Year Certificate	134
Pre-Occupational Therapy Assistant.....	One-Year Certificate	135
Pre-Optometry.....	AS.....	130
Pre-Pharmacy.....	AS.....	131
Pre-Sports Medicine	AA	132
Psychology	AA	153
Religious Studies	AA	154
Sales	One-Year Certificate.....	55
Secondary Education	AA	80
Secondary Education	AAT	81
Social Work	AA	155

Sociology	AA	158
Spanish	AA	141
Surveying.....	Short-Term Certificate	100
Technical Graphics Specialist	One-Year Certificate	100
Theatre.....	AA.....	116



GENERAL EDUCATION





General Education (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Judy Davis jdavis@trcc.edu

Purpose: Transfer. The Associate of Arts degree in General Education is designed to provide a well-rounded introduction to the Liberal Arts for students who plan to transfer to a four-year college or university.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
SCOM	110	Public Speaking	3	
GOVT	121	National and State Government	3	
MATH	163	College Algebra	3	
		General Elective ⁽¹⁾	3	
TOTAL HOURS			15	

Spring Semester			Hours	
HIST	111	American History to 1877 – or –	3	
HIST	112	American History since 1877		
		Life Sciences Gen Ed Course ⁽²⁾	3-5	
		Humanities Gen Ed Course	3	
		Valuing Gen Ed Course	3	
		General Elective ⁽²⁾	3	
TOTAL HOURS			15 -17	

SECOND YEAR

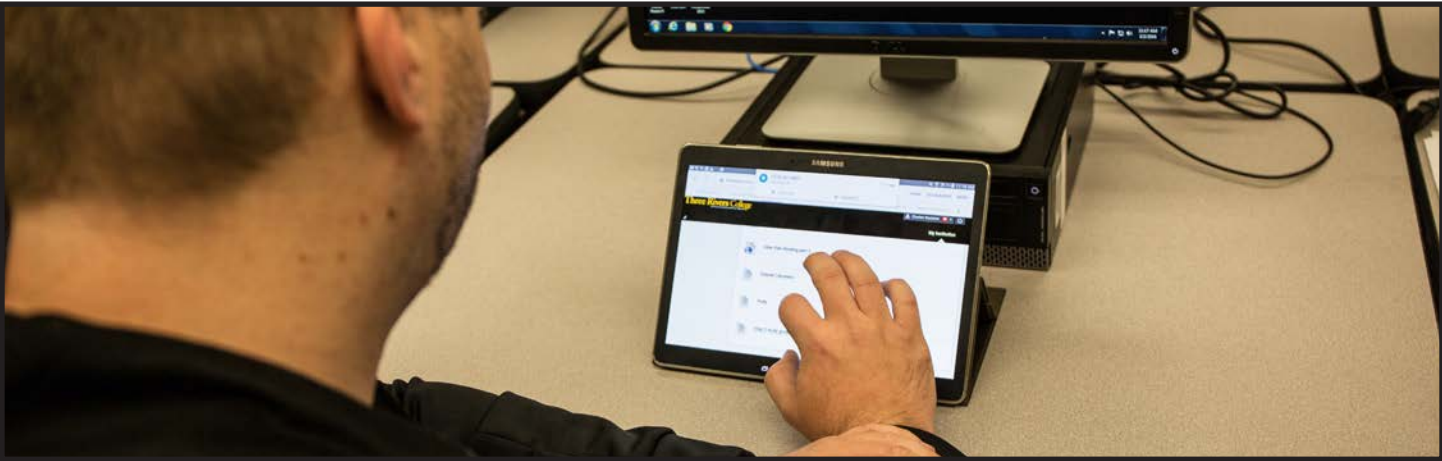
Fall Semester			Hours	
ENGL	112	Advanced College Writing	3	
		Physical Sciences Gen Ed Course ⁽²⁾	3 - 5	
		Humanities Gen Ed Course	3	
HPER		P.E. Activity	1	
		General Elective ⁽¹⁾	3	
		General Elective ⁽¹⁾	3	
TOTAL HOURS			16-18	

Spring Semester			Hours	
CPST	290	General Education Capstone	1	
		Humanities Gen Ed Course	3	
		Social & Behavior Sciences Gen Ed Course	3	
HPER		P.E. Activity	1	
		General Elective ⁽¹⁾	3	
		General Elective ⁽¹⁾	3	
		General Elective ^{(1) (2)}	3	
TOTAL HOURS			14-17	

⁽¹⁾General Education electives should be selected from courses that are transfer eligible. Students are urged to consult the course requirements of the college or university to which transfer is contemplated.

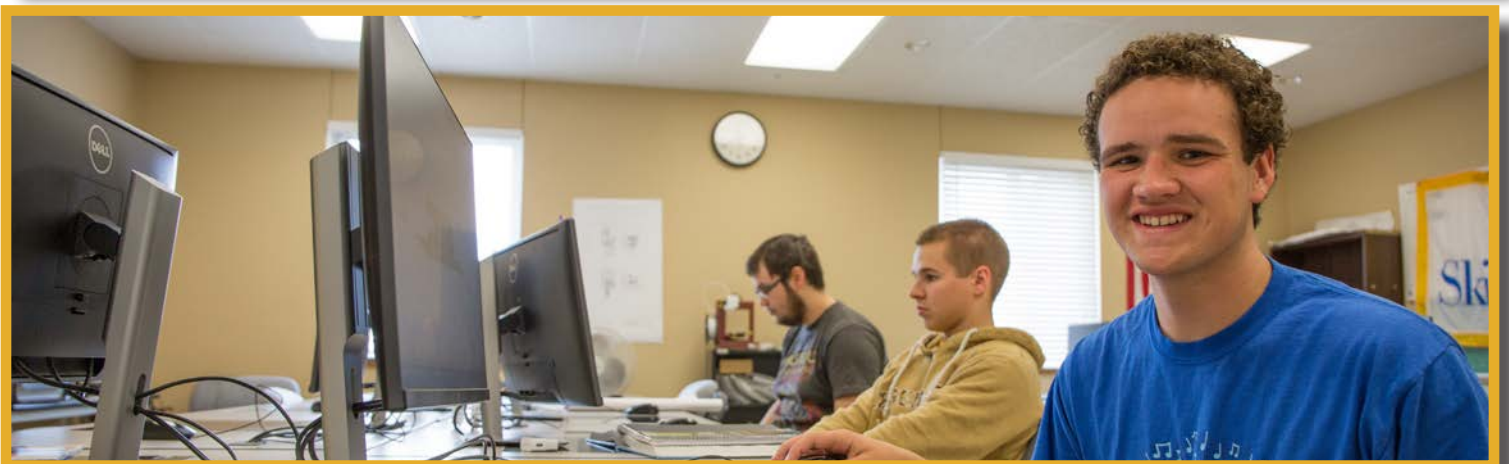
⁽²⁾Students who use a 3 credit Life or Physical Science Gen Ed Course will need one additional General Education Elective in order to complete the required credit hours for degree achievement.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.



ACCOUNTING, BUSINESS AND COMPUTER STUDIES





Accounting, Business and Computer Studies

Page

52	Accounting Technology	AAS
52	Accounting	Short-Term Certificate
53	Business Administration	AA
54	Business Management	AAS
55	Hospitality and Tourism	One-Year Certificate
55	Management and Supervision	One-Year Certificate
55	Marketing and Merchandising	One-Year Certificate
55	Sales	One-Year Certificate
56	Information Technology Specialist	AAS
56	Information Technology Specialist	One-Year Certificate
57	Medical Billing and Coding – Office Administration	AAS
57	Medical Billing and Coding	Short-Term Certificate
58	Office Administration	AAS
58	Office Assistant	One-Year Certificate



Accounting Technology (AAS)

Degree Type: Associate of Applied Science Degree

Contact: Terri Smith tsmith@trcc.edu

Purpose: Career and Technical Education. The Accounting Technology program is designed for students planning a career that requires expertise in accounting, information systems, and/or communication. Possible areas of employment include health care, banking, manufacturing, merchandising, and public accounting.

FIRST YEAR

Fall Semester			Hours	
ACCT	211	Principles of Accounting I	3	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
IST	100	Computer Applications	3	
MATH	103/153	Intermediate Algebra	4	
TOTAL HOURS			16	

Spring Semester			Hours	
ACCT	212	Principles of Accounting II	3	
BLAW	221	Legal and Ethical Environment of Business	3	
ENGL	112	Advanced College Writing	3	
IST	268	Spreadsheet Applications	3	
BIOL PHYS	101 101	General Biology - or - Physical Science	5	
TOTAL HOURS			17	

SECOND YEAR

Fall Semester			Hours	
ACCT	218	Payroll Accounting	3	
ACCT	225	Intermediate Accounting I	3	
ACCT	237	Income Tax Accounting	3	
BUED	203	Business Communication	3	
ECON ECON	211 212	Principles of Macroeconomics -or- Principles of Microeconomics	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			18	

Spring Semester			Hours	
ACCT	219	Accounting Management Software	3	
ACCT	227	Financial Analysis and Budgeting	3	
ACCT	258	Cost Accounting	3	
ACCT	296	Certified Bookkeeper Review	3	
ACCT	297	Internship	3	
TOTAL HOURS			15	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Accounting (Short-Term Certificate)

Certificate Type: Short-Term

Contact: Terri Smith tsmith@trcc.edu

Purpose: The Certificate of Accounting provides a basic knowledge of accounting principles combined with computer skills necessary for advancement in the field of accounting. The Certificate of Accounting will apply toward the Associate of Applied Science Degree in Accounting Technology. It could also be beneficial for persons with an Associate of Applied Science Degree in Information Systems.

Core Courses			Hours	
ACCT	211	Principles of Accounting I	3	
ACCT	212	Principles of Accounting II	3	
IST	100	Computer Applications	3	
TOTAL HOURS			9	

Electives (select 9 credit hours from the following list)			Hours	
ACCT	219	Accounting Management Software	3	
ACCT	217	Accounting Information Systems	3	
ACCT	225	Intermediate Accounting I	3	
ACCT	226	Intermediate Accounting II	3	
ACCT	237	Income Tax Accounting	3	
ACCT	258	Cost Accounting	3	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Business Administration (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Terri Smith tsmith@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Business Administration concentration, is designed for students who plan to transfer to a four-year college or university to major in Business Administration.

FIRST YEAR

Fall Semester			Hours
ENGL	111	College Writing	3
HIST	111	American History to 1877	3
HIST	112	American History since 1877	
MATH	163	College Algebra	3
IST	100	Computer Applications	3
ACCT	211	Principles of Accounting I	3
TOTAL HOURS			15

Spring Semester			Hours
ENGL	112	Advanced College Writing	3
BIOL	101	General Biology	5
BIOL	102	Environmental Science	
SCOM	110	Public Speaking	3
ACCT	212	Principles of Accounting II	3
PHIL	200	Introduction to Philosophy	3
PHIL	243	Religions of the World	
TOTAL HOURS			17

*Select one of the following Humanities Gen Ed Electives

ARTS	123	History and Appreciation of Art	3
MUSC	123	History and Appreciation of Music	3
THEA	120	History and Appreciation of Theater	3

SECOND YEAR

Fall Semester			Hours
ECON	211	Principles of Macroeconomics	3
ENGL	210	Introduction to Literature ⁽¹⁾	3
		Humanities Gen Ed Elective*	3
CHEM	111	Introductory Chemistry	5
PHYS	101	Physical Science	
HPER	110	Lifetime Wellness ⁽²⁾	1-2
HPER		P. E. Activity ⁽²⁾	
TOTAL HOURS			15-16

Spring Semester			Hours
CPST	290	General Education Capstone	1
GOVT	121	National and State Government	3
ECON	212	Principles of Microeconomics	3
BLAW	221	Legal and Ethical Environment of Business	3
HPER		P. E. Activity ⁽²⁾	1
		Literature/Philosophy/Foreign Language Elective ⁽¹⁾	3
		Business Elective ⁽³⁾	3
TOTAL HOURS			17

⁽³⁾Recommended Business Elective(s)

BUAD	230	Business Statistics	3
BUED	203	Business Communications	3
IST	268	Spreadsheet Applications	3
BUAD	120	Introduction to Business	3
BUAD	221	Fundamentals of Management	3
MATH	223	Probability and Statistics	3
PSYC	111	General Psychology	3

⁽¹⁾Students planning to transfer to Arkansas State University should take ENGL 221-World Literature to 1600 or ENGL 222-World Literature since 1600 as one of their literature courses. Students planning to transfer to Missouri State University should use SPAN 101-Elementary Spanish I to satisfy their Literature/Philosophy/Foreign Language requirement.

⁽²⁾Students should take two P.E. Activity courses or HPER 110-Lifetime Wellness.

Students are urged to acquaint themselves with the requirements of the major department in the college or university to which transfer is contemplated and also to consult with advisors at TRC in planning programs and selecting activities.

Additional university parallel courses acquired through Three Rivers College may be applied toward baccalaureate degrees.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Business Management (AAS)

Degree Type: Associate of Applied Science Degree

Contact: Dr. Martha Kirkman mkirkman@trcc.edu

Purpose: Career and Technical Education. The Business Management courses are designed to provide a two-year intensified business program. This program focuses on developing managerial skills needed for positions in the fields of marketing and management. Included in the Business Management program is an internship to provide specialized on-the-job work experience in the career for which the student is training. Students enrolled in the Business Management program will have the opportunity to join Collegiate DECA.

FIRST YEAR

Fall Semester			Hours	
BMGT	105	Career Management	3	
BUAD	120	Introduction to Business	3	
ENGL	111	College Writing	3	
IST	100	Computer Applications	3	
MATH	103/153	Intermediate Algebra	4	
TOTAL HOURS			16	

Spring Semester			Hours	
ECON	211	Principles of Macroeconomics - or -	3	
ECON	212	Principles of Microeconomics		
MKTG	115	Principles of Marketing	3	
MKTG	119	Advertising	3	
MKTG	128	Professional Selling	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			15	

SECOND YEAR

Fall Semester			Hours	
ACCT	216	Business Accounting	3	
BMGT	108	Human Resource Management	3	
BMGT	235	Customer Service Management	3	
GOVT	121	National and State Government	3	
MKTG	118	Retail Merchandising	3	
SCOM	125	Communication in the Workplace	3	
TOTAL HOURS			18	

Spring Semester			Hours	
ACCT	227	Financial Analysis Budgeting - or -	3	
ACCT	219	Accounting Management Software		
BLAW	221	Legal and Ethical Environment of Business	3	
BMGT	215	Supervisory Development	3	
BMGT	239	Entrepreneurship	3	
MKTG	297 ⁽¹⁾	Internship	3	
TOTAL HOURS			15	

⁽¹⁾Students currently working in approved management positions may substitute one business electives for the internship upon instructor approval.

Students needing additional information are advised to contact the Business Management Department directly. Faculty advisors will provide program information and enrollment assistance.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Hospitality & Tourism (One-Year Certificate)

Certificate Type: One-Year

Contact: Dr. Martha Kirkman mkirkman@trcc.edu

Purpose: Career and Technical Education. The Hospitality and Tourism certificate program prepares students for employment in the travel and hospitality industry. The courses include instruction in the different aspects of travel and theories and principles concerning the operation of hotels and resorts.

Courses			Hours
ACCT	211	Principles of Accounting I - or -	3
ACCT	216	Business Accounting	
BLAW	221	Legal and Ethical Environment of Business	3
BMGT	107	Hospitality and Tourism	3
BMGT	108	Human Resource Management	3
BMGT	235	Customer Service Management	3
MKTG	115	Principles of Marketing	3
MKTG	118	Retail Merchandising	3
IST	100	Computer Applications	3
TOTAL HOURS			24

[Gainful Employment Disclosure](#)

Management & Supervision (One-Year Certificate)

Certificate Type: One-Year

Contact: Dr. Martha Kirkman mkirkman@trcc.edu

Purpose: Career and Technical Education. The Management and Supervision Certificate program provides the knowledge and skills necessary for effective supervisory performance. It is designed so currently employed persons can further their education and development of leadership qualities. Persons seeking the certificate to obtain entry-level position will have a functional academic background that will fit many areas of business. Persons interested in this program should enjoy working with people and accomplishing organizational objectives.

Courses			Hours
ACCT	211	Principles of Accounting I - or -	3
ACCT	216	Business Accounting	
BLAW	221	Legal and Ethical Environment of Business	3
BMGT	108	Human Resource Management	3
BMGT	215	Supervisory Development	3
BMGT	235	Customer Service Management	3
BMGT	239	Entrepreneurship	3
IST	100	Computer Applications	3
MKTG	115	Principles of Marketing	3
TOTAL HOURS			24

[Gainful Employment Disclosure](#)

Marketing & Merchandising (One-Year Certificate)

Certificate Type: One-Year

Contact: Dr. Martha Kirkman mkirkman@trcc.edu

Purpose: Career and Technical Education. The Marketing & Merchandising Certificate program provides the knowledge and skills necessary to prepare individuals to plan and satisfy long-term organizational objectives, such as profitability. This will be accomplished by coordinating and focusing all activities on identifying and satisfying customer needs and wants.

Courses			Hours
ACCT	211	Principles of Accounting I - or -	3
ACCT	216	Business Accounting	
BLAW	221	Legal and Ethical Environment of Business	3
BMGT	108	Human Resource Management	3
BMGT	235	Customer Service Management	3
MKTG	115	Principles of Marketing	3
MKTG	118	Retail Merchandising	3
MKTG	119	Advertising	3
IST	100	Computer Applications	3
TOTAL HOURS			24

[Gainful Employment Disclosure](#)

Sales (One-Year Certificate)

Certificate Type: One-Year

Contact: Martha Kirkman mkirkman@trcc.edu

Purpose: Career and Technical Education. The Sales Certificate program prepares students for sales positions in organizations that market industrial, technical, and consumer goods and services. Students learn to apply practical techniques of selling in a range of situations, act as intermediaries between the customers and suppliers, and comprehend the complex interrelationship between the salesperson and the other components of a business. Persons interested in entering the sales field and those currently employed in sales will benefit from the knowledge and skills received in the coursework provided in this certificate program.

Courses			Hours
ACCT	211	Principles of Accounting I - or -	3
ACCT	216	Business Accounting	
BLAW	221	Legal and Ethical Environment of Business	3
BMGT	108	Human Resource Management	3
BMGT	235	Customer Service Management	3
IST	100	Computer Applications	3
MKTG	115	Principles of Marketing	3
MKTG	119	Advertising	3
MKTG	128	Professional Selling	3
TOTAL HOURS			24

[Gainful Employment Disclosure](#)

Information Technology Specialist (AAS)

Degree Type: Associate of Applied Science Degree

Contact: Heather Carlton hcartlton@trcc.edu

Purpose: Career and Technical Education. The IT Specialist program prepares students for entry-level positions in the information technology field. IT Specialists work with the software and hardware of computer systems and networks, maintain and troubleshoot computer systems and networks, help install software and hardware, and provide customer service to end users within a network.

FIRST YEAR

Fall Semester				Hours	
ENGR MATH	106 103/153	Technical Math I ⁽¹⁾ - or - Intermediate Algebra or higher	3-4		
ENGL	111	College Writing	3		
IST	100	Computer Applications	3		
MST	115	IT Essentials	3		
MST	118	Networking	3		
TOTAL HOURS			15-16		

Spring Semester				Hours	
ENGR	107	Technical Math II ⁽¹⁾	3		
MST	128	Networking: Routing and Switching	3		
MST	135	IT Customer Service and Support	3		
MST	217	Network Security	3		
PHYS PHYS	100 101	Survey of Physics - or - Physical Science or higher	3-5		
TOTAL HOURS			15-17		

Summer Semester				Hours	
MST	197	Coordinated Internship Project I	3		
SCOM	110	Public Speaking	3		
TOTAL HOURS			6		

SECOND YEAR

Fall Semester				Hours	
GOVT	121	National and State Government	3		
MST	117	Linux Essentials	3		
MST	218	Server Administration	3		
MST	225	Scaling Networks	3		
MST	227	IT Programming	3		
TOTAL HOURS			15		

Spring Semester				Hours	
MST	219	Advanced Server Administration	3		
MST	226	Connecting Networks	3		
MST	235	IT Practicum and Survey	3		
MST	297	Coordinated Internship Project II	3		
TOTAL HOURS			12		

⁽¹⁾Students must take both ENGR 106 and ENGR 107 to fulfill Math requirement.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Information Technology Specialist (One-Year Certificate)

Certificate Type: One-Year

Contact: Heather Carlton hcartlton@trcc.edu

Purpose: Career and Technical Education. The IT Specialist certificate program prepares students for entry-level positions in the information technology field. IT Specialists work with the software and hardware of computer systems, maintain and troubleshoot computer systems, help install software and hardware, and provide customer service to end users within a network.

Fall Semester				Hours	
MST	115	IT Essentials	3		
MST	117	Linux Essentials	3		
MST	118	Networking	3		
MST	227	IT Programming	3		
TOTAL HOURS			12		

Spring Semester				Hours	
MST	128	Networking: Routing and Switching	3		
MST	135	IT Customer Service and Support	3		
MST	197	Coordinated Internship Project I	3		
MST	217	Network Security	3		
TOTAL HOURS			12		

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

[Gainful Employment Disclosure](#)

Medical Billing and Coding – Office Administration (AAS)

Degree Type: Associate of Applied Science Degree

Contact: Julie Becker jbecker@trcc.edu

Purpose: Career and Technical Education. The Medical Billing and Coding program prepares students with the knowledge of ICD and CPT coding to assign accurate codes for diagnosis, procedures, and other services. Students will also learn various clerical and administrative functions that relate to medical facilities. This program prepares the graduate to meet the challenges in today's health care billing and coding systems through the application of practical and theoretical general education, hands-on skill development, and a coordinated internship project.

FIRST YEAR

Fall Semester			Hours	
BIOL	110	Human Biology	3	
BUED	103	Business English	3	
IST	100	Computer Applications	3	
IST	148	Office Procedures	3	
IST	149	Medical Terminology & Coding Procedures	3	
SCOM	110	Public Speaking - or -	3	
SCOM	101	Human Communication - or -		
SCOM	125	Communication in the Workplace		
TOTAL HOURS			18	

Spring Semester			Hours	
ENGL	111	College Writing	3	
IST	126	Word Processing Applications	3	
IST	225	Medical Billing and Coding I	5	
MATH	103/153	Intermediate Algebra	4	
		General Education Elective	3	
TOTAL HOURS			18	

SECOND YEAR

Fall Semester			Hours	
BUED	203	Business Communications	3	
GOVT	121	National and State Government	3	
BMGT	235	Customer Service Management	3	
IST	275	Advanced Medical Billing and Coding	7	
TOTAL HOURS			16	

Spring Semester			Hours	
ECON	211	Principles of Macroeconomics -or-	3	
ECON	212	Principles of Microeconomics		
IST	268	Spreadsheet Applications	3	
IST	269	Database Applications	3	
IST	297	IST Coordinated Internship Project	3	
TOTAL HOURS			12	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Medical Billing and Coding (Short-Term Certificate)

Certificate Type: Short-Term

Contact: Julie Becker jbecker@trcc.edu

Purpose: Career and Technical Education. The Medical Billing and Coding Certificate program prepares students for entry-level positions in the medical claims billing field.

Courses			Hours	
IST	126	Word Processing Applications -or-	3	
IST	119	PC Operating Systems		
IST	149	Medical Terminology and Coding Procedures	3	
IST	225	Medical Billing and Coding I	5	
IST	275	Advanced Medical Billing and Coding	7	
TOTAL HOURS			18	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Office Administration (AAS)

Degree Type: Associate of Applied Science Degree

Contact: Julie Becker jbecker@trcc.edu

Purpose: Career and Technical Education. The Office Administration program is designed for individuals who are currently employed in an office environment and for high school graduates planning a career as an office administrative assistant. This program prepares students to meet the challenges of the modern office through the application of practical and theoretical general education, hands-on skill development, and a coordinated internship project.

FIRST YEAR

Fall Semester			Hours	
BUED	103	Business English	3	
ENGL	111	College Writing	3	
IST	100	Computer Applications	3	
IST BLAW	149 221	Medical Terminology & Coding Procedures - <i>or</i> - Legal and Ethical Environment of Business	3	
IST	148	Office Procedures	3	
TOTAL HOURS			15	

Spring Semester			Hours	
ACCT ACCT	211 216	Principles of Accounting I - <i>or</i> - Business Accounting	3	
ECON ECON	211 212	Principles of Macroeconomics - <i>or</i> - Principles of Microeconomics	3	
IST	126	Word Processing Applications	3	
IST	269	Database Applications	3	
MATH	103/153	Intermediate Algebra or higher	3- 4	
TOTAL HOURS			15 - 16	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

SECOND YEAR

Fall Semester			Hours	
BMGT	108	Human Resources Management	3	
BMGT	235	Customer Service Management	3	
BUAD	120	Introduction to Business	3	
BUED	203	Business Communications	3	
IST	268	Spreadsheet Applications	3	
SCOM SCOM SCOM	110 101 125	Public Speaking - <i>or</i> - Human Communication - <i>or</i> - Communication in the Workplace	3	
TOTAL HOURS			18	

Spring Semester			Hours	
		General Education Elective	3	
GOVT	121	National and State Government	3	
IST	256	Administrative Transcription	3	
IST	296	Office Administrative Applications	3	
IST	297	IST Coordinated Internship Project	3	
TOTAL HOURS			15	

Office Assistant (One-Year Certificate)

Certificate Type: One-Year

Contact: Julie Becker jbecker@trcc.edu

Purpose: Career and Technical Education. The Office Assistant certificate focuses on marketable skills in the area of office assistant. The certificate program is a one-year certificate program consisting of core courses and one elective. Courses will be offered over a period of semesters. The certificate will be awarded upon satisfactory completion of the prescribed curriculum.

Fall Semester			Hours	
BMGT	108	Human Resource Management	3	
BUED	103	Business English	3	
ENGL	111	College Writing	3	
IST	100	Computer Applications	3	
IST	148	Office Procedures	3	
TOTAL HOURS			15	

Spring Semester			Hours	
BMGT	235	Customer Service Management	3	
IST	126	Word Processing Applications	3	
IST	268	Spreadsheet Applications	3	
SCOM	110	Public Speaking - <i>or</i> -	3	
SCOM	101	Human Communication - <i>or</i> -		
SCOM	125	Communication in the Workplace		
		Elective*	3	
TOTAL HOURS			15	

*Recommended Electives

BLAW	221	Legal and Ethical Environment of Business	3	
IST	149	Medical Terminology & Coding Procedures	3	
IST	256	Administrative Transcription	3	
IST	269	Database Applications	3	
IST	296	Office Administrative Applications	3	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

[Gainful Employment Disclosure](#)



AGRICULTURE & FORESTRY





Agriculture and Forestry

Page

62	Agriculture	AA
	Agriculture Systems	
63	Agriculture Science Option	AAS
64	Agribusiness Option	AAS
65	Agritechnology Option	AAS
66	Precision Agriculture	One-Year Certificate
67	Environmental Horticulture	AA
68	Forestry	AS
	Forestry Technology	
69	Geographical Information Systems Option	AAS
70	Surveying Option	AAS



Agriculture (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Samantha Gerecke sgerecke@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Agriculture concentration, is designed for students who plan to transfer to a four-year college or university to major in Agribusiness, Agriculture Education, Agronomy, Animal Science, and Horticulture.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
MATH	163	College Algebra	3	
SCOM	110	Public Speaking	3	
AGRI	120	Plant Science	4	
AGRI	130	Animal Science	3	
AGRI	194	Career Portfolio Development	1	
TOTAL HOURS			17	

Spring Semester			Hours	
GOVT	121	National & State Government	3	
ENGL	112	Advanced College Writing	3	
BIOL	100	Survey of Biology - or -	3	
BIOL	101	General Biology	5	
AGRI	110	Soils & Soil Fertility	3	
AGRI	232	Advanced Animal Science	3	
TOTAL HOURS			15-17	

SECOND YEAR

Fall Semester			Hours	
CHEM	111	Introductory Chemistry – or - General Chemistry I	5	
CHEM	121			
HIST	111	American History to 1877 - or - American History since 1877	3	
HIST	112			
AGRI	240	Agriculture Economics & Marketing	3	
AGRI		Agriculture Elective	3	
		Humanities & Fine Arts Elective ⁽³⁾	3	
TOTAL HOURS			17	

Spring Semester			Hours	
AGRI	190	World Foods & Society	3	
CPST	290	General Education Capstone	1	
AGRI		Agriculture Elective ⁽¹⁾	3	
		Humanities & Fine Arts Elective ⁽³⁾	3	
		Humanities & Fine Arts Elective ⁽³⁾	3	
		Social & Behavioral Science Elective ⁽³⁾	3	
HPER	110	Lifetime Wellness	2	
TOTAL HOURS			18	

Recommended Electives

AGRI	122	Natural Resources Management	3	
AGRI	172	Integrated Pest Management	3	
AGRI	234	Equine Science	3	
AGRI	260	General Horticulture	3	

⁽¹⁾Students receiving an AA degree **may** transfer more than the number of hours required. However, students should confirm with receiving institution the transferability of additional hours.

⁽²⁾Students should consult with an advisor for the appropriate biology and chemistry classes.

⁽³⁾Refer to the college catalog for the list of Humanities and Fine Arts electives and Social & Behavior Science electives.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Agriculture Systems (AAS)

Agriculture Science Option

Degree Type: Associate of Applied Science Degree

Contact: Samantha Gerecke sgerecke@trcc.edu

Purpose: Career & Technical Education. This program is for students who want to develop management and technical skills to enter agricultural related industry or production. The curriculum is constructed so that students may concentrate in one of three areas: Agribusiness, Agritechnology or Agriculture Science.

FIRST YEAR

Fall Semester				Hours
ENGL	111	College Writing	3	
AGRI	120	Plant Science	4	
AGRI	130	Animal Science	3	
MATH	163	College Algebra	3	
AGRI	194	Career Portfolio Development	1	
SCOM	110	Public Speaking	3	
TOTAL HOURS			17	

Spring Semester				Hours
AGRI	110	Soils & Soil Fertility	3	
AGRI	232	Advanced Animal Science	3	
GOVT	121	National & State Government	3	
ENGL	112	Advanced College Writing	3	
BIOL	100	Survey of Biology - or -	3	
BIOL	101	General Biology	5	
TOTAL HOURS			15-17	

SECOND YEAR

Fall Semester				Hours
AGRI	240	Agriculture Economics & Marketing	3	
AGRI		Agriculture Elective ⁽³⁾	3	
CHEM	111	Introductory Chemistry ⁽¹⁾ - or - General Chemistry I ⁽¹⁾	5	
CHEM	121			
HIST	111	American History to 1877 – or - American History since 1877	3	
HIST	112			
			Humanities & Fine Arts Elective ⁽²⁾	3
TOTAL HOURS			17	

Spring Semester				Hours
AGRI		Agriculture Elective ⁽³⁾	3	
			Humanities & Fine Arts Elective ⁽²⁾	3
			Humanities & Fine Arts Elective ⁽²⁾	3
AGRI	190	World Food & Society	3	
HPER	110	Lifetime Wellness	2	
CPST	290	General Education Capstone	1	
			Social & Behavioral Science Elective ⁽²⁾	3
TOTAL HOURS			18	

Recommended Electives

AGRI	122	Natural Resources Management	3	
AGRI	172	Integrated Pest Management	3	
AGRI	234	Equine Science	3	
AGRI	260	General Horticulture	3	

⁽¹⁾Students should consult with an advisor for the appropriate biology and chemistry classes.

⁽²⁾Refer to the college catalog for the list of humanities and fine arts electives and social & behavior science electives.

⁽³⁾Students receiving an AAS degree may take more than the number of hours required.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Agriculture Systems (AAS)

Agribusiness Option

Degree Type: Associate of Applied Science Degree

Contact: Samantha Gerecke sgerecke@trcc.edu

Purpose: Career & Technical Education. This program is for students who want to develop management and technical skills to enter agricultural related industry or production. The curriculum is constructed so that students may concentrate in one of three areas: Agribusiness, Agritechnology or Agriculture Science.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
AGRI	120	Plant Science	4	
AGRI	130	Animal Science	3	
ENGR MATH	106 103/153	Technical Math I ⁽¹⁾ - or - Intermediate Algebra or higher ⁽¹⁾	3-5	
AGRI	194	Career Development Portfolio	1	
		Business Elective ⁽³⁾	3	
TOTAL HOURS			17-19	

Spring Semester			Hours	
AGRI	110	Soils & Soil Fertility	3	
AGRI	232	Advanced Animal Science	3	
GOVT	121	National & State Government	3	
		Business Elective ⁽²⁾⁽³⁾	3	
		Business Elective ⁽²⁾⁽³⁾	3	
TOTAL HOURS			15	

SECOND YEAR

Fall Semester			Hours	
AGRI	122	Natural Resources Management	3	
AGRI	240	Agriculture Economics & Marketing	3	
AGRI	260	General Horticulture	3	
		Business Elective ⁽²⁾⁽³⁾	3	
		Business Elective ⁽²⁾⁽³⁾	3	
TOTAL HOURS			15	

Spring Semester			Hours	
AGRI	172	Integrated Pest Management	3	
AGRI	234	Equine Science	3	
AGRI	297	Agriculture-Forestry Internship	6	
SCOM AGRI	110 100	Public Speaking - or - Introduction to Agribusiness Systems	3	
TOTAL HOURS			15	

⁽¹⁾Students planning to transfer to a four-year institution should substitute MATH 163.

⁽²⁾Choose courses with the following prefixes: ACCT, BUAD, BLAW, BMGT, ECON or MKTG or AGRI 100.

⁽³⁾Students receiving an AAS degree may take more than the number of hours required.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Agriculture Systems (AAS)

Agritechnology Option

Degree Type: Associate of Applied Science Degree

Contact: Samantha Gerecke sgerecke@trcc.edu

Purpose: Career & Technical Education. This program is for students who want to develop management and technical skills to enter agricultural related industry or production. The curriculum is constructed so that students may concentrate in one of three areas: Agribusiness, Agritechnology or Agriculture Science.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
AGRI	120	Plant Science	4	
AGRI	130	Animal Science	3	
ENGR MATH	106 103/153	Technical Math I ⁽¹⁾ Intermediate Algebra or higher ⁽¹⁾	3-4	
AGRI	194	Career Portfolio Development	1	
		Technology Elective ⁽²⁾⁽³⁾	3	
TOTAL HOURS			17-18	

Spring Semester			Hours	
AGRI	110	Soils & Soil Fertility	3	
AGRI	232	Advanced Animal Science	3	
GOVT	121	National & State Government	3	
		Technology Elective ⁽²⁾⁽³⁾	3	
		Technology Elective ⁽²⁾⁽³⁾	3	
TOTAL HOURS			15	

SECOND YEAR

Fall Semester			Hours	
AGRI	122	Natural Resources Management	3	
AGRI	240	Agriculture Economics & Marketing	3	
AGRI	260	General Horticulture	3	
		Technology Elective ⁽²⁾⁽³⁾	3	
		Technology Elective ⁽²⁾⁽³⁾	3	
TOTAL HOURS			15	

Spring Semester			Hours	
AGRI	172	Integrated Pest Management	3	
AGRI	234	Equine Science	3	
AGRI	297	Agriculture-Forestry Internship	6	
SCOM AGRI	110 100	Public Speaking - or - Introduction to Agribusiness Systems	3	
TOTAL HOURS			15	

⁽¹⁾Students planning to transfer to a four-year institution should substitute MATH 163.

⁽²⁾Choose courses with the following prefixes: ENGR, ELEC, EOSH, GIS or MAFT or AGRI 100.

⁽³⁾Students receiving an AAS degree may take more than the number of hours required.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Precision Agriculture (One-Year Certificate)

Certificate Type: One-Year

Contact: Samantha Gerecke sgerecke@trcc.edu

Purpose: Career and Technical Education. This certificate prepares students to work with global positioning satellite (GPS) systems, geographic information system (GIS) software, automatic tractor guidance systems, variable rate chemical input applicators, surveying equipment, and related computer software. Students will learn through hands-on, real world applications.

Fall Semester			Hours	
AGPR	115	Introduction to Precision Agriculture	3	
AGPR	116	Computer Application to Agriculture	3	
AGRI	120	Plant Science	4	
ENGR MATH	106 103/153	Technical Math I ⁽¹⁾ - or – Intermediate Algebra or higher ⁽¹⁾	3-5	
GIS	120	Introduction to Geographic Information Systems	3	
TOTAL HOURS			16-18	

Spring Semester			Hours	
AGPR	215	Advanced Precision Agriculture	3	
AGPR	225	Agriculture Chemical Application	3	
AGRI	110	Soils and Fertility	3	
AGRI	172	Integrated Pest Management	3	
AGRI	270	Agricultural Systems Management	3	
GIS	140	Geographic Information Systems	3	
TOTAL HOURS			18	

⁽¹⁾Students planning to transfer to a four year institution should take MATH 103/153 or higher.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

[Gainful Employment Disclosure](#)

Environmental Horticulture (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Samantha Gerecke sgerecke@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Environmental Horticulture concentration, is designed for students who plan to transfer to a four-year college or university to major in Agriculture, Plant Sciences, and Environmental Horticulture.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
SCOM	110	Public Speaking	3	
BIOL	101	General Biology ⁽¹⁾	5	
GOVT	121	National and State Government	3	
MATH	163	College Algebra	3	
TOTAL HOURS			17	

Spring Semester			Hours	
ENGL	112	Advanced College Writing	3	
AGRI	190	World Foods & Society	3	
CHEM	121	General Chemistry I ⁽¹⁾	5	
AGRI	120	Plant Science	4	
AGRI	260	General Horticulture	3	
TOTAL HOURS			18	

⁽¹⁾ Ten hours of science are required.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

SECOND YEAR

Fall Semester			Hours	
HIST	111	American History to 1877 –or– American History since 1877	3	
HIST	112			
ENGL	221	World Literature to 1600 –or– World Literature since 1600	3	
ENGL	222			
BIOL	211	General Botany	5	
AGRI	110	Soils and Soil Fertility	3	
CHEM	240	Basic Organic Chemistry	5	
TOTAL HOURS			19	

Spring Semester			Hours	
CPST	290	General Education Capstone	1	
HIST	121	World Civilization to the Renaissance –or– World Civilization since the Renaissance	3	
HIST	122			
Humanities Gen Ed courses			6	
HPER	110	Lifetime Wellness	2	
ECON	211	Principles of Macroeconomics	3	
TOTAL HOURS			15	

Forestry (AS)

Degree Type: Associate of Science Degree

Contact: Samantha Gerecke sgerecke@trcc.edu

Purpose: Transfer. The Associate of Science degree is designed for students who plan to transfer to the University of Missouri-Columbia and major in Forestry. The curriculum may be completed in two years by the full-time student.

FIRST YEAR

Fall Semester			Hours	
AGRI	120	Plant Science	4	
ENGL	111	College Writing	3	
FRST	117	Introduction to Dendrology	3	
GIS	120	Introduction to Geographic Information Systems	3	
MATH	163	College Algebra	3	
TOTAL HOURS			16	

Spring Semester			Hours	
AGRI	110	Soils and Soil Fertility	3	
FRST	115	Forest Utilization	3	
FRST	119	Forest Measurements	3	
FRST	225	Wildland Fire Management	3	
MATH	223	Probability and Statistics	3	
PHYS	150	Environmental Geology	4	
TOTAL HOURS			19	

SECOND YEAR

Fall Semester			Hours	
AGRI	122	Natural Resources Management	3	
AGRI	240	Agriculture Economics and Marketing	3	
FRST	215	Forest Management Practices	3	
GIS	240	Applications in GIS	3	
PHYS	100	Survey of Physics	3	
		Applied Calculus (or higher) – <i>or</i> - higher Humanities Elective ⁽¹⁾ – <i>or</i> – Fine Arts Elective	3	
TOTAL HOURS			18	

Spring Semester			Hours	
AGRI	172	Integrated Pest Management	3	
CHEM	121	General Chemistry I	5	
FRST	217	Silviculture and Ecology	3	
GOVT	121	National and State Government	3	
		Humanities Elective ⁽¹⁾ – <i>or</i> – Fine Arts Elective	3	
TOTAL HOURS			17	

⁽¹⁾ Students planning to transfer to Missouri State University-Columbia must have a total of 9 credit hours of Humanities taken at Three Rivers College or MU.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Forestry Technology (AAS)

Geographical Information Systems Option

Degree Type: Associate of Applied Science Degree

Contact: Samantha Gerecke sgerecke@trcc.edu

Purpose: Career and Technical Education. This program is for students who want to develop management and technical skills to enter agricultural-related industry or production. The curriculum is constructed so that students may concentrate in one of two areas: **Forestry Technology – Surveying** or **Forestry Technology – Geographical Information Systems**.

FIRST YEAR

Fall Semester			Hours
ENGL	111	College Writing	3
GIS	120	Introduction to GIS	3
AGRI	120	Plant Science	4
ENGR MATH	106 103/153	Technical Math I ⁽¹⁾ Intermediate Algebra ⁽¹⁾ (or higher level MATH course)	3-4
AGRI	194	Career Portfolio Development	1
FRST	117	Introduction to Dendrology	3
TOTAL HOURS			17-18

Spring Semester			Hours
AGRI	110	Soils & Soil Fertility	3
GIS	110	Introduction to Mapping Principles	3
GIS		Elective	3
FRST	115	Forest Utilization	3
FRST	119	Forest Measurements	3
FRST	225	Wildland Fire Management	3
TOTAL HOURS			18

SECOND YEAR

Fall Semester			Hours
AGRI	122	Natural Resources Management	3
AGRI	260	General Horticulture	3
GOVT	121	National and State Government	3
GIS		Elective	3
FRST	215	Forest Management Practices	3
TOTAL HOURS			15

Spring Semester			Hours
AGRI	172	Integrated Pest Management –or– Agriculture Systems Management	3
AGRI	270		
AGRI	297	Internship	6
SCOM	110	Public Speaking	3
FRST	217	Silviculture and Ecology	3
TOTAL HOURS			15

⁽¹⁾Students planning to transfer to a four-year institution should substitute MATH 163, MATH 164 or MATH 170.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Forestry Technology (AAS)

Surveying Option

Degree Type: Associate of Applied Science Degree

Contact: Samantha Gerecke sgerecke@trcc.edu

Purpose: Career and Technical Education. This program is for students who want to develop management and technical skills to enter agricultural related industry or production. The curriculum is constructed so that students may concentrate in one of two areas: **Forestry Technology – Surveying** or **Forestry Technology – Geographical Information Systems**.

FIRST YEAR

Fall Semester			Hours
ENGL	111	College Writing	3
GIS	110 120	Introduction to Mapping Principles -or- Introduction to GIS	3
AGRI	120	Plant Science	4
ENGR MATH	106 103/153	Technical Math I ⁽¹⁾ - or - Intermediate Algebra ⁽¹⁾ (or higher level MATH course)	3-4
AGRI	194	Career Portfolio Development	1
FRST	117	Introduction to Dendrology	3
TOTAL HOURS			17-18

Spring Semester			Hours
ENGR	107	Technical Math II ⁽¹⁾	3
CIVL	116	Surveying I	3
AGRI	110	Soils and Soil Fertility	3
FRST	115	Forest Utilization	3
FRST	119	Forest Measurements	3
FRST	225	Wildland Fire Management	3
TOTAL HOURS			18

SECOND YEAR

Fall Semester			Hours
AGRI	122	Natural Resources Management	3
AGRI	260	General Horticulture	3
GOVT	121	National and State Government	3
CIVL	216	Surveying II	3
FRST	215	Forest Management Practices	3
TOTAL HOURS			15

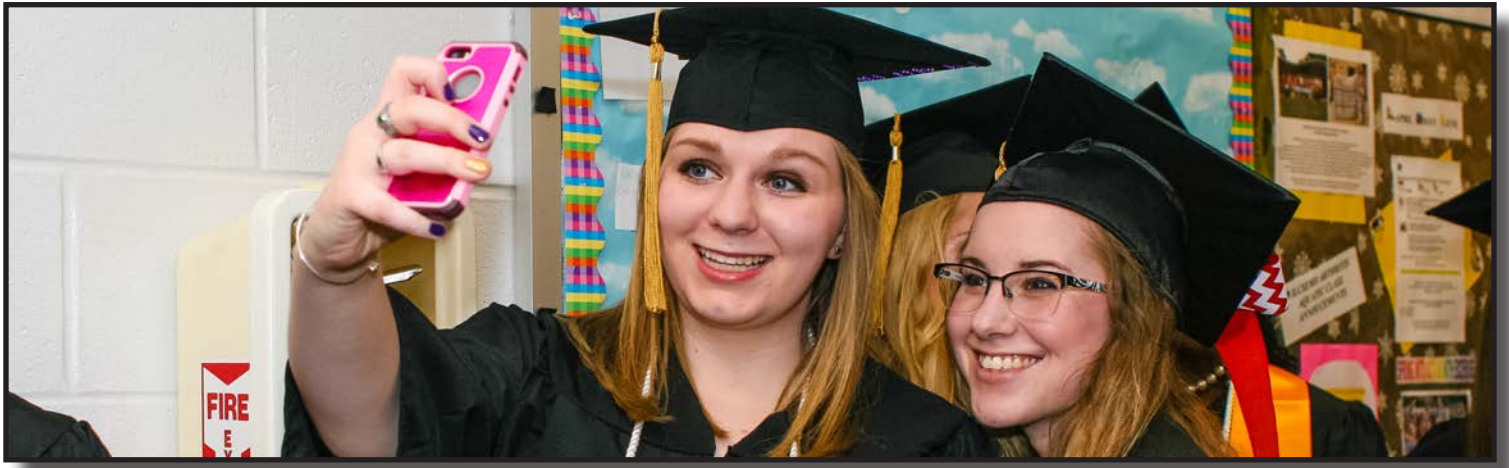
Spring Semester			Hours
AGRI	172	Integrated Pest Management –or–	3
AGRI	270	Agriculture Systems Management	
AGRI	297	Internship	6
SCOM	110	Public Speaking	3
FRST	217	Silviculture and Ecology	3
TOTAL HOURS			15

⁽¹⁾Students planning to transfer to a four-year institution should substitute MATH 163, MATH 164 or MATH 170.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

EDUCATION





Education

Page

72	Early Childhood Development	AAS
73	Early Childhood Development	Short-Term Certificate
74	Elementary Education	AA
75	Elementary Education	AAT
76	Mid-Level Education	AA
77	Middle School Education	AAT
78	Music Education-Instrumental	AAT
79	Music Education-Vocal	AAT
80	Secondary Education	AA
81	Secondary Education	AAT
82	Paraprofessional Educator	AAS
83	Physical Education	AA

Early Childhood Development (AAS)

Degree Type: Associate of Applied Science Degree

Contact: Heather Cornman hcornman@trcc.edu

Purpose: Career and Technical Education. The Early Childhood Development curriculum is designed to both prepare students for employment and for leadership roles in licensed child centers, private preschools, and Head Start. Although offered as a terminal degree, many courses also transfer into four-year Early Childhood Development programs. *NOTE: All students enrolling in ECD 205, ECD 208, ECD 237, ECD 295 and ECD 296 are required to submit proof of current First Aid or CPR certification and a clear criminal background check prior to doing any observations at centers.*

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
MATH	103/153	Intermediate Algebra	4	
IST	100	Computer Applications	3	
ECD	126	Child Health, Safety, and Nutrition	3	
ECD	202	Survey of Early Childhood Development and Education	3	
TOTAL HOURS			16	

Spring Semester			Hours	
GOVT	121	National and State Government	3	
PSYC	223	Child Psychology	3	
ECD	235	Special Children	3	
ECD		Early Childhood Development Elective	3-5	
ECD		Early Childhood Development Elective	3-5	
TOTAL HOURS			15-19	

SECOND YEAR

Fall Semester			Hours	
SCOM	110	Public Speaking	3	
BIOL	101	General Biology	5	
ECD	237	Early Childhood Development*	5	
ECD	247	Early Childhood Curriculum	3	
EDUC	250	Children's Literature	3	
TOTAL HOURS			19	

Spring Semester			Hours	
PHYS	101	Physical Science	5	
ECD	245	Early Childhood Administration	3	
ECD	295	Early Childhood Practicum I: Infants and Toddlers*	5	
ECD	296	Early Childhood Practicum II: Preschool*	5	
TOTAL HOURS			18	

*Courses require a clear Missouri Highway Patrol criminal background screening and a current First Aid/CPR certification.

Early Childhood Development Electives

ECD	205	Preschool CDA*	5	
ECD	208	Infant Toddler CDA*	5	
ECD	298	Special Topics in Early Childhood Development	3	
EDUC	240	Integration of Art, Music, Physical Education in the Elementary Classroom	3	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Early Childhood Development (Short-Term Certificate)

Certificate Type: Short-Term

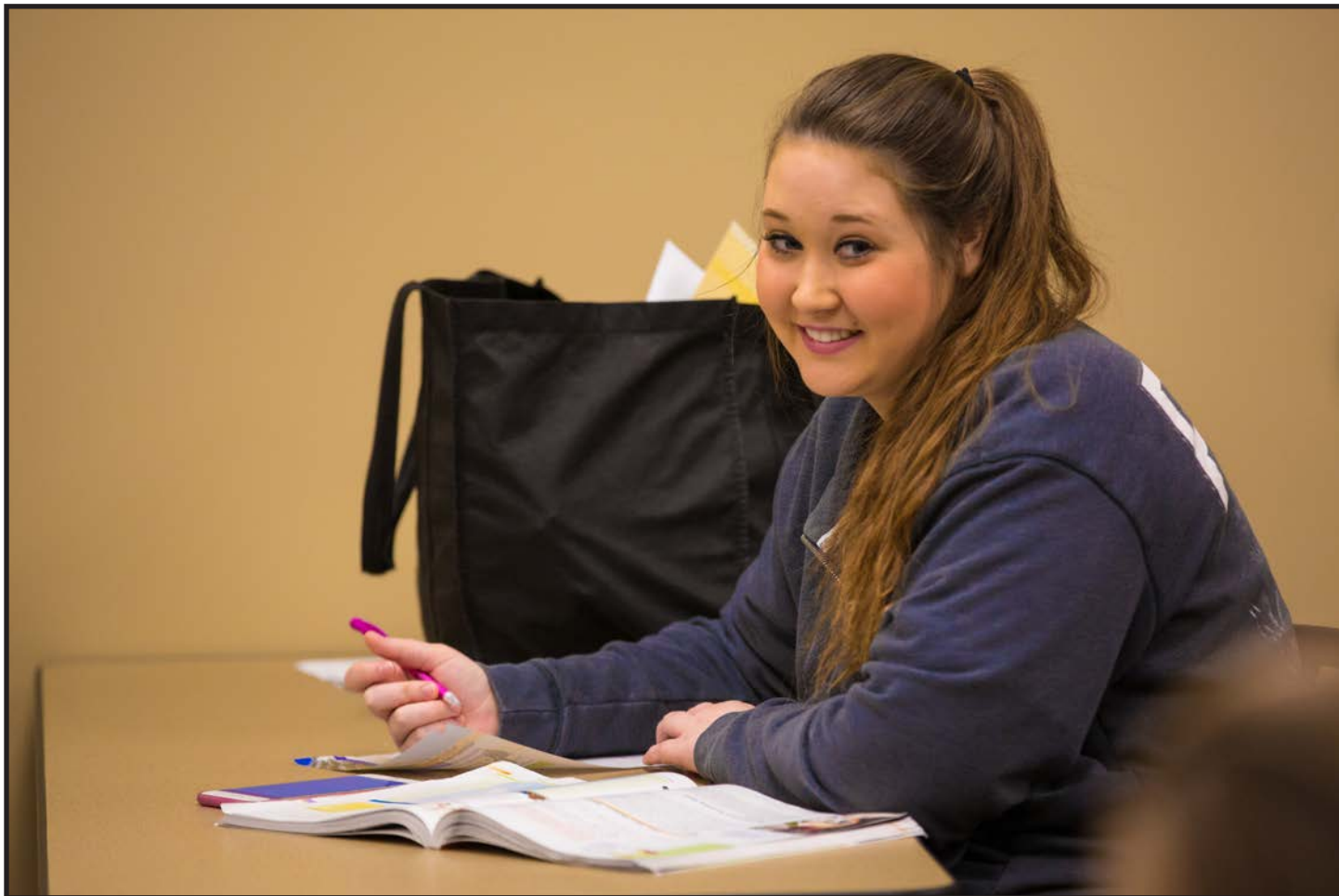
Contact: Heather Cornman hcornman@trcc.edu

Purpose: Career and Technical Education. The Early Childhood Development short-term certificate is designed to prepare the student to apply for the national CDA Credential obtained from the Council for Professional Recognition. The CDA certificate prepares the student for immediate work in the field. The Council for Professional Recognition requires 120 hours of professional classroom instruction and 48 hours of work experience in a licensed child care setting. Completion of the Short-Term Certificate will meet the 120 hours of education requirement and 60 hours of the work experience requirement. The CDA Credential is awarded by the Council of Profession Recognition after all requirements have been met, not by Three Rivers College. All CDA requirements can be found at www.cdacouncil.org.

Courses			Hours	
ECD	126	Child, Health, Safety, and Nutrition	3	
ECD	202	Survey of Early Childhood Development and Education	3	
ECD	205	Preschool CDA ⁽¹⁾ –or–	5	
ECD	208	Infant/Toddler CDA ⁽¹⁾		
TOTAL HOURS			11	

⁽¹⁾Course requires a clear Missouri Highway Patrol criminal background screening and a current First Aid/CPR certification.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.



Elementary Education (AA) – Arkansas State University

Degree Type: Associate of Arts Degree – Arkansas State University-Grades K-6

Contact: Faye Sanders asanders@trcc.edu

Purpose: For transfer to Arkansas State University. The Associate of Arts degree in Elementary Education is designed for students who wish to transfer to Arkansas State University. This two-plus-two program is designed for students to enter Arkansas State University in their Junior Year.

FIRST YEAR

Fall Semester			Hours	
BIOL	101	General Biology	5	
ENGL	111	College Writing	3	
HIST	111	American History to 1877 - <i>or</i> –	3	
HIST	112	American History since 1877		
SCOM	110	Public Speaking	3	
		Fine Arts General Education Elective ⁽¹⁾	3	
TOTAL HOURS			17	

Spring Semester			Hours	
EDUC	201	Teaching Profession with Field Experience	3	
ENGL	112	Advanced College Writing	3	
MATH	162	Math for the Elementary Teachers	4	
PHYS	101	Physical Science	5	
TOTAL HOURS			15	

⁽¹⁾Fine Arts General Education Electives
 ARTS 123-History and Appreciation of Art
 MUSC 123-History and Appreciation of Music
 THEA 120-History and Appreciation of Theatre
 THEA 122-History and Appreciation of Film

ASU Transfer Requirements:

The following courses must be completed with a “C” or higher:

ENGL 111-College Writing
 ENGL 112-Advanced College Writing
 EDUC 201-Teaching Profession with Field Experience
 MATH 163-College Algebra
 SCOM 110-Public Speaking

MEP Missouri Educator Profile Assessment (EDUC 201-Teaching Profession with Field Experience) accepted as Career Awareness Inventory (ASU).

Teacher Education students should be aware that forty-five (45) hours of classroom observation/engagement is required in the following courses: EDUC 201-Teaching Profession with Field Experience (30 hours) and EDUC 260-Education of the Exceptional Learner (15 hours).

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

SECOND YEAR

Fall Semester			Hours	
BIOL	113	Introduction to Process Science for Elementary and Middle School Teachers	1	
EDUC	210	Educational Psychology	3	
ENGL	221	World Literature to 1600	3	
GOVT	121	National and State Government	3	
HIST	121	World Civilization to the Renaissance - <i>or</i> –	3	
HIST	122	World Civilization since the Renaissance		
MATH	163	College Algebra	3	
TOTAL HOURS			16	

Spring Semester			Hours	
CPST	290	General Education Capstone	1	
EDUC	270	Educational Technology	3	
EDUC	230	Foundations of Education in a Diverse Society	3	
EDUC	260	Education of the Exceptional Learner	3	
ENGL	222	World Literature since 1600	3	
HPER	110	Lifetime Wellness	2	
TOTAL HOURS			15	

Graduation Requirement: Cumulative 2.70 GPA

Background Check
 Criminal Record Background Check required for EDUC 201 & EDUC 260

Recommended University Parallel Courses
 GEOG 112 Regional Geography: Western World 3 cr/hr

Students should complete the following ASU courses prior to admission to AUS:

MATH 2123-Math for Elementary Teachers II at ASU Newport (online)
 HIST 3083-History of Arkansas online – Summer option

Elementary Education (AAT)

Degree Type: Associate of Arts in Teaching Degree—University Parallel Major

Contact: Faye Sanders asanders@trcc.edu

Purpose: The Associate of Arts in Teaching degree (AAT) provides opportunity to complete a Bachelor of Arts or Bachelor of Science in Education concentration at a participating four-year transfer institution in the state of Missouri. Any Missouri community college student who has earned an AAT degree from any Missouri community college is guaranteed consistent treatment by the four-year transfer institution in accordance with the Missouri Coordinating Board for Higher Education (CBHE) Credit Transfer Policy, Principles of Best Practice and related addenda and clarifying comments.

FIRST YEAR

Fall Semester			Hours
ENGL	111	College Writing	3
BIOL	101	General Biology	5
HIST	111	American History to 1877	3
HIST	112	American History since 1877	
SCOM	110	Public Speaking	3
		Fine Arts General Education Elective ⁽¹⁾	3
TOTAL HOURS			17

Spring Semester			Hours
ENGL	112	Advanced College Writing	3
GOVT	121	National and State Government	3
PHYS	101	Physical Science	5
ECON	211	Principles of Macroeconomics	3
ECON	212	Principles of Microeconomics	
EDUC	201	Teaching Profession with Field Experience	3
TOTAL HOURS			17

⁽¹⁾Fine Arts General Education Electives

ARTS 123-History and Appreciation of Art
 MUSC 123-History and Appreciation of Music
 THEA 120-History and Appreciation of Theatre
 THEA 122-History and Appreciation of Film

⁽²⁾BIOL 113-Introduction to Process Science (SEMO req. only)

⁽³⁾Suggested Literature Electives

ENGL 210-Introduction to Literature (SEMO req.)
 ENGL 221-World Literature to 1600
 ENGL 222-World Literature since 1600
 ENGL 231-English Literature to 1798
 ENGL 232-English Literature since 1798
 ENGL 241-American Literature to 1870 (SEMO req.)
 ENGL 242-American Literature since 1870
 ENGL 281-Old Testament Literature (HLGU req. only) - or -
 ENGL 282-New Testament Literature

Recommended University Parallel Courses

EDUC 240-Integration of Art, Music, and Physical Education in the Elementary Education Classroom (SEMO req., CMU and HLGU University parallel)
 MATH 163-College Algebra (CMU and HLGU only)
 GEOG 111-Regional Geography: Eastern World - or -
 GEOG 112-Regional Geography: Western World (HLGU only)

Completion of the MEP Missouri Education Profile (assessed in EDUC 201-Teaching Profession with Field Experience)

Teacher Education students should be aware that forty-five (45) hours of classroom observation/engagement is required in the following courses:

EDUC 201-Teaching Profession with Field Experience (30 hours) and EDUC 260-Education of the Exceptional Learner (15 hours). In addition, submission of a Criminal Record Background Check must be completed for both EDUC 201 and EDUC 260.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

SECOND YEAR

Fall Semester			Hours
EDUC	210	Educational Psychology ⁽⁴⁾ - or -	3
EDUC	240	Integration of Art, Music & PE in Elem. Class. ⁽⁴⁾	
EDUC	270	Educational Technology	3
ENGL		Literature Elective ⁽³⁾	3
HPER	110	Lifetime Wellness	2
MATH	162	Math for the Elementary Teachers	4
PSYC	223	Child Psychology	3
TOTAL HOURS			18

Spring Semester			Hours
BIOL	113	Introduction to Process Science for Elementary and Middle School Teachers ⁽²⁾	1
CPST	290	General Education Capstone	1
EDUC	230	Foundations of Education in a Diverse Society	3
EDUC	250	Children's Literature	3
EDUC	260	Education of the Exceptional Learner	3
ENGL		Literature Elective ⁽³⁾	3
TOTAL HOURS			14

⁽⁴⁾EDUC Elective

EDUC 210-Educational Psychology with a "B" or higher (CMU, HLGU)
 EDUC 240-Integration of Art, Music & PE in Elementary Classroom (SEMO)

Graduation Requirements

Cumulative 2.75 GPA
 MoGEA score of 220 in English Language Arts
 MoGEA score of 220 in Mathematics
 MoGEA score of 220 in Social Studies/Science
 MoGEA score of 220 in Writing
 Cumulative GPA of 2.75 in EDUC 201-Teaching Profession with Field Experience, EDUC 230-Foundations of Education in a Diverse Society, and EDUC 270-Educational Technology

"B" or higher in EDUC 210-Educational Psychology

Mid-Level Education (AA) – Arkansas State University

Degree Type: Associate of Arts Degree – Arkansas State University–Grades 4-8

Contact: Faye Sanders asanders@trcc.edu

Purpose: For transfer to Arkansas State University. The Associate of Arts degree in Mid-Level Education is designed for students who plan to transfer to the teacher education program at Arkansas State University.

FIRST YEAR

Fall Semester			Hours
BIOL	101	General Biology	5
ENGL	111	College Writing	3
HIST	111	American History to 1877 – <i>or–</i>	3
HIST	112	American History since 1877	
SCOM	110	Public Speaking	3
		Fine Arts General Education Elective ⁽¹⁾	3
TOTAL HOURS			17

Spring Semester			Hours
EDUC	201	Teaching Profession with Field Experience	3
ENGL	112	Advanced College Writing	3
GOVT	121	National and State Government	3
MATH	162	Math for the Elementary Teachers	4
PHYS	101	Physical Science	5
TOTAL HOURS			18

⁽¹⁾Fine Arts General Education Electives
 ARTS 123-History and Appreciation of Art
 MUSC 123-History and Appreciation of Music
 THEA 120-History and Appreciation of Theatre
 THEA 122-History and Appreciation of Film

⁽²⁾Recommended University Parallel Courses

Math Majors:

MATH 171-Analytic Geometry & Calculus I 3 cr/hr

English Majors:

ENGL 241-American Literature to 1870 3 cr/hr

ENGL 242-American Literature since 1870 3 cr/hr

Science Majors:

CHEM 111-Introductory Chemistry 5 cr/hr

History Majors:

HIST 111-American History to 1877 3 cr/hr

HIST 112-American History since 1877 3 cr/hr

HIST 121-World Civilization to the Renaissance 3 cr/hr

HIST 122-World Civilization since the Renaissance 3 cr/hr

GEOG 111-Regional Geography: Eastern World 3 cr/hr

GEOG 112-Regional Geography: Western World 3 cr/hr

ECON 211-Principles of Macroeconomics 3 cr/hr

ECON 212-Principles of Microeconomics 3 cr/hr

SECOND YEAR

Fall Semester			Hours
BIOL	113	Introduction to Process Science for Elementary and Middle School Teachers	1
ENGL	221	World Literature to 1600	3
HIST	121	World Civilization to the Renaissance – <i>or –</i>	3
HIST	122	World Civilization since the Renaissance	
MATH	163	College Algebra	3
PSYC	111	General Psychology	3
		Discipline Elective ⁽²⁾ (University Parallel Courses)	3-5
TOTAL HOURS			16-18

Spring Semester			Hours
CPST	290	General Education Capstone	1
EDUC	270	Educational Technology	3
EDUC	230	Foundations of Education in a Diverse Society	3
EDUC	260	Education of the Exceptional Learner	3
ENGL	222	World Literature since 1600	3
HPER	110	Lifetime Wellness	2
TOTAL HOURS			15

Graduation Requirement: Cumulative 2.70 GPA

Background Check

Criminal Record Background Check required for EDUC 201 & EDUC 260

ASU Transfer Requirements:

The following courses must be completed with a “C” or higher:

ENGL 111-College Writing

ENGL 112-Advanced College Writing

EDUC 201-Teaching Profession with Field Experience

MATH 163-College Algebra

SCOM 110-Public Speaking

Students should complete the following ASU courses prior to admission to ASU:

MATH 2123-Math for Elementary Teachers II at ASU Newport (online)

HIST 3083-History of Arkansas online – Summer option

Students are encouraged to meet with an ASU advisor on the campus of ASU early in their coursework.

MEP Missouri Educator Profile Assessment (EDUC 201-Teaching Profession with Field Experience) accepted as Career Awareness Inventory (ASU).

Teacher Education students should be aware that forty-five (45) hours of classroom observation/engagement is required in the following courses: EDUC 201-Teaching Profession with Field Experience (30 hours) and EDUC 260-Education of the Exceptional Learner (15 hours).

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements

Middle School Education (AAT)

Degree Type: Associate of Arts in Teaching Degree

Contact: Faye Sanders asanders@trcc.edu

Purpose: The Associate of Arts in Teaching Degree (AAT) provides the opportunity to complete a Bachelor of Arts or Bachelor of Science in Education at a participating four-year transfer institution in the state of Missouri. Any Missouri community college student who has earned an ATT degree from any Missouri community college is guaranteed consistent treatment by the four-year transfer institution in accordance with the Missouri Coordinating Board for Higher Education's (CBHE) Credit Transfer Policy, Principles of Best Practice and related addenda and clarifying comments.

FIRST YEAR

Fall Semester				Hours
ENGL	111	College Writing	3	
HPER	110	Lifetime Wellness	2	
MATH	162	Math for the Elementary Teachers	4	
SCOM	110	Public Speaking	3	
		Fine Arts General Education Elective ⁽¹⁾	3	
TOTAL HOURS			15	

Spring Semester				Hours
BIOL	101	General Biology	5	
ECON	211	Principles of Macroeconomics –or–	3	
ECON	212	Principles of Microeconomics		
EDUC	270	Educational Technology	3	
EDUC	201	Teaching Profession with Field Experience	3	
ENGL	112	Advanced College Writing	3	
TOTAL HOURS			17	

⁽¹⁾Fine Arts General Education Electives

ARTS 123-History and Appreciation of Art
MUSC 123-History and Appreciation of Music
THEA 120-History and Appreciation of Theatre
THEA 122-History and Appreciation of Film

⁽²⁾Recommended University Parallel Courses

MATH 223-Probability and Statistics 3 cr/hr
MATH 162-Math for the Elementary Teachers 4 cr/hr
MATH 163-College Algebra 3 cr/hr
MATH 171-Analytic Geometry and Calculus 5 cr/hr
EDUC 250-Children's Literature (English Only) 3 cr/hr
ENGL 210-Introduction to Literature 3 cr/hr
ENGL 241-American Literature to 1870 3 cr/hr
ENGL 242-American Literature since 1870 3 cr/hr
BIOL 113-Introduction to Process Science for Elementary and Middle School Teachers 1 cr/hr
BIOL 102-Environmental Science 3 cr/hr
CHEM 111-Introductory Chemistry 5 cr/hr
HIST 111-American History to 1877 3 cr/hr
HIST 112-American History since 1877 3 cr/hr
HIST 121-World Civilization to the Ren. 3 cr/hr
HIST 122-World Civilization since the Ren. 3 cr/hr

Students should meet with their intended transfer institution to determine the appropriate discipline from the above list.

Completion of the MEP Missouri Education Profile (assessed in EDUC 201-Teaching Profession with Field Experience)

Teacher Education students should be aware that forty-five (45) hours of classroom observation/engagement is required in the following courses:

EDUC 201-Teaching Profession with Field Experience (30 hours) and EDUC 260-Education of the Exceptional Learner (15 hours). In addition, submission of a Criminal Record Background Check must be completed for both EDUC 201 and EDUC 260.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

SECOND YEAR

Fall Semester				Hours
EDUC	260	Education of the Exceptional Learner	3	
ENGL		Literature Elective ⁽³⁾	3	
HIST	111	American History to 1877 - or -	3	
HIST	112	American History since 1877		
PHYS	101	Physical Science	5	
PSYC		Psychology Elective ⁽⁴⁾	3	
TOTAL HOURS			17	

Spring Semester				Hours
CPST	290	General Education Capstone	1	
EDUC	230	Foundations of Education in a Diverse Society	3	
EDUC	210	Educational Psychology (CMU, HLGU req.) – or - Discipline Elective (University Parallel Courses) ⁽²⁾	3	
ENGL		Literature Elective ⁽³⁾	3	
GOVT	121	National and State Government	3	
		Discipline Elective (University Parallel Courses) ⁽²⁾	3	
TOTAL HOURS			16	

⁽³⁾Literature Electives

ENGL 221-World Literature to 1600
ENGL 222-World Literature since 1600
ENGL 231-English Literature to 1798
ENGL 232-English Literature since 1798
ENGL 241-American Literature to 1870
ENGL 242-American Literature since 1870

⁽⁴⁾Psychology Electives

PSYC 233-Adolescent Psychology (HLGU, SEMO req.)
PSYC 243-Human Development across the Lifespan (CMU req.)

Graduation Requirements

Cumulative 2.75 GPA
MoGEA score of 220 in English Language Arts
MoGEA score of 220 in Mathematics
MoGEA score of 220 in Social Studies/Science
MoGEA score of 220 in Writing
Cumulative 2.75 GPA in EDUC 201-Teaching Profession with Field Experience, EDUC 230-Foundation of Education in a Diverse Society, and EDUC 270-Educational Technology

"B" or higher in EDUC 210-Educational Psychology

Music Education – Instrumental (AAT)

Degree Type: Associate of Arts in Teaching Degree—University Parallel Major

Contact: William White wwhite@trcc.edu

Purpose: Transfer to Central Methodist University to major in Music Education.

FIRST YEAR

Summer Term				Hours
ENGL	111	College Writing	3	
HIST	111	American History to 1877 -or-	3	
HIST	112	American History since 1877		
SCOM	110	Public Speaking	3	
MUSC	123	History and Appreciation of Music	3	
HPER	110	Lifetime Wellness	2	
TOTAL HOURS			14	

Fall Semester				Hours
ENGL	112	Advanced College Writing	3	
MATH	163	College Algebra	3	
BIOL	100	Survey of Biology	3	
MUSC	131	<i>Aural Skills I</i>	1	
MUSC	141	<i>Theory I, Harmony</i>	3	
MUSC	150	<i>Functional Piano I</i>	1	
MUSC	170	<i>Guitar Techniques</i>	1	
MUSC	180	<i>Trumpet Techniques</i>	1	
MUSC		<i>Music Ensemble*</i>	1	
MUSP		<i>Private Instruction**</i>	2	
MUSC	01	<i>Recitals and Concerts***</i>	0	
TOTAL HOURS			19	

Spring Semester				Hours
EDUC	201	Teaching Profession with Field Experience	3	
PSYC	243	Human Development Across the Life Span	3	
ENGL		Elective (221, 222, 231, 232, 241, 242)	3	
MUSC	132	<i>Aural Skills II</i>	1	
MUSC	142	<i>Theory II, Harmony</i>	3	
MUSC	153	<i>Functional Piano II</i>	1	
MUSC	110	<i>Brass Techniques</i>	1	
MUSC		<i>Music Ensemble*</i>	1	
MUSP		<i>Private Instruction**</i>	2	
MUSC	01	<i>Recitals and Concerts***</i>	0	
TOTAL HOURS			18	

*All music majors are required to enroll in at least one ensemble (in their major area-vocal/instrumental) each semester of enrollment.

** Private instruction lessons should be taken in one major area of concentration.

***All music majors are required to enroll in Recitals and Concerts each semester of enrollment (minimum of 4 semesters).

SECOND YEAR

Summer Term				Hours
GOVT	121	National and State Government	3	
ENGL		Elective: (221, 222, 231, 232, 241, 242)	3	
PHYS		Physical Sciences Gen Ed course	5	
CHEM				
EDUC	270	Educational Technology	3	
TOTAL HOURS			14	

Fall Semester				Hours
EDUC	210	Educational Psychology	3	
MUSC	221	<i>Music Literature I</i>	3	
MUSC	231	<i>Aural Skills III</i>	1	
MUSC	241	<i>Theory III, Harmony</i>	3	
MUSC	250	<i>Functional Piano III</i>	1	
MUSC	220	<i>Basic Conducting</i>	2	
MUSC	120	<i>Percussion Techniques</i>	1	
MUSC	190	<i>Clarinet Techniques</i>	1	
MUSC		<i>Music Ensemble*</i>	1	
MUSP		<i>Private Instruction**</i>	2	
MUSC	01	<i>Recitals and Concerts***</i>	0	
TOTAL HOURS			18	

Spring Semester				Hours
EDUC	230	Foundations of Education in a Diverse Society	3	
EDUC	260	Education of the Exceptional Learner	3	
CPST	290	General Education Capstone	1	
MUSC	222	<i>Music Literature II</i>	3	
MUSC	232	<i>Aural Skills IV</i>	1	
MUSC	242	<i>Theory IV, Harmony</i>	3	
MUSC	253	<i>Functional Piano IV</i>	1	
MUSC	130	<i>String Techniques</i>	1	
MUSC	140	<i>Woodwind Techniques</i>	1	
MUSC		<i>Music Ensemble*</i>	1	
MUSP		<i>Private Instruction**</i>	2	
MUSC	01	<i>Recitals and Concerts***</i>	0	
TOTAL HOURS			20	

The italicized courses are required for transfer to Central Methodist University in addition to the requirements for the Associate of Arts in Teaching degree at Three Rivers College. Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Additional Courses for Vocal Endorsement

MUSC	210	<i>Diction for Singers</i>	2	
MUSP	1111	<i>Private Voice</i>	2	
MUSC	1031/1041	<i>Chorus and/or Swingsations</i>	1	

Music Education – Vocal (AAT)

Degree Type: Associate of Arts in Teaching Degree—University Parallel Major

Contact: Cindy White cwhite@trcc.edu

Purpose: Transfer to Central Methodist University to major in Music Education.

FIRST YEAR

Summer Term				Hours
ENGL	111	College Writing	3	
HIST	111	American History to 1877 - or -	3	
HIST	112	American History since 1877	3	
SCOM	110	Public Speaking	3	
MUSC	123	History and Appreciation of Music	3	
TOTAL HOURS			12	

Fall Semester				Hours
ENGL	112	Advanced College Writing	3	
MATH	163	College Algebra	3	
BIOL	100	Survey of Biology	3	
MUSC	131	Aural Skills I	1	
MUSC	141	Theory I, Harmony	3	
MUSC	150	Functional Piano I	1	
MUSC	170	Guitar Techniques	1	
MUSC		Music Ensemble*	1	
MUSP		Private Instruction**	2	
MUSC	01	Recitals and Concerts***	0	
TOTAL HOURS			18	

Spring Semester				Hours
EDUC	201	Teaching Profession with Field Experience	3	
PSYC	243	Human Development Across the Life Span	3	
ENGL		Elective (221, 222, 231, 232, 241, 242)	3	
MUSC	132	Aural Skills II	1	
MUSC	142	Theory II, Harmony	3	
MUSC	153	Functional Piano II	1	
MUSC	210	Diction for Singers	1	
MUSC		Music Ensemble*	1	
MUSP		Private Instruction**	2	
MUSC	01	Recitals and Concerts***	0	
TOTAL HOURS			18	

SECOND YEAR

Summer Term				Hours
GOVT	121	National and State Government	3	
PHYS		Physical Sciences Gen Ed course	5	
CHEM				
EDUC	270	Educational Technology	3	
HPER	110	Lifetime Wellness	2	
TOTAL HOURS			13	

Fall Semester				Hours
EDUC	210	Educational Psychology	3	
ENGL		Elective: (221, 222, 231, 232, 241, 242)	3	
MUSC	221	Music Literature I	3	
MUSC	231	Aural Skills III	1	
MUSC	241	Theory III, Harmony	3	
MUSC	250	Functional Piano III	1	
MUSC	220	Basic Conducting	2	
MUSC		Music Ensemble*	1	
MUSP		Private Instruction**	2	
MUSC	01	Recitals and Concerts***	0	
TOTAL HOURS			19	

Spring Semester				Hours
EDUC	230	Foundations of Education	3	
EDUC	260	Education of the Exceptional Learner	3	
MUSC	222	Music Literature II	3	
MUSC	232	Aural Skills IV	1	
MUSC	242	Theory IV, Harmony	3	
MUSC	253	Functional Piano IV	1	
MUSC		Music Ensemble*	1	
MUSP		Private Instruction**	2	
MUSC	01	Recitals and Concerts***	0	
CPST	290	General Education Capstone	1	
TOTAL HOURS			18	

Additional Courses for Instrumental Endorsement

MUSC	110	Brass Techniques	1	
MUSC	120	Percussion Techniques	1	
MUSC	130	String Techniques	1	
MUSC	140	Woodwind Techniques	1	
MUSC	180	Trumpet Techniques	1	
MUSC	190	Clarinet Techniques	1	
MUSC	1011	Symphonic Band and/or	1-2	
MUSC	1021	Jazz Band		

The italicized courses are required for transfer to Central Methodist University in addition to the requirements for the Associate of Arts in Teaching degree at Three Rivers College.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

*All music majors are required to enroll in at least one ensemble (in their major area-vocal/instrumental) each semester of enrollment.

** Private instruction lessons should be taken in one major area of concentration.

***All music majors are required to enroll in Recitals and Concerts each semester of enrollment (minimum of 4 semesters).

Secondary Education (AA) – Arkansas State University

Degree Type: Associate of Arts Degree—Arkansas State University – Grades 9-12

Contact: Faye Sanders asanders@trcc.edu

Purpose: For transfer to Arkansas State University. The Associate of Arts degree in Secondary Education is designed for students who plan to transfer to the teacher education program at Arkansas State University.

FIRST YEAR

Fall Semester			Hours
BIOL	101	General Biology	5
ENGL	111	College Writing	3
HIST	111	American History to 1877 –or–	3
HIST	112	American History since 1877	
SCOM	110	Public Speaking	3
		Fine Arts General Education Elective ⁽¹⁾	3
TOTAL HOURS			17

Spring Semester			Hours
EDUC	201	Teaching Profession with Field Experience	3
ENGL	112	Advanced College Writing	3
GOVT	121	National and State Government	3
MATH	162	Math for the Elementary Teachers	4
PHYS	101	Physical Science	5
TOTAL HOURS			18

⁽¹⁾Fine Arts General Education Electives
 ARTS 123-History and Appreciation of Art
 MUSC 123-History and Appreciation of Music
 THEA 120-History and Appreciation of Theatre
 THEA 122-History and Appreciation of Film

⁽²⁾Recommended University Parallel Courses

Math Majors:	
MATH 171-Analytic Geometry & Calculus I	5 cr/hr
English Majors:	
ENGL 241-American Literature to 1870	3 cr/hr
ENGL 242-American Literature since 1870	3 cr/hr
Science Majors:	
CHEM 111-Introductory Chemistry	5 cr/hr
History Majors:	
HIST 111-American History to 1877	3 cr/hr
HIST 112-American History since 1877	3 cr/hr
HIST 121-World Civilization to the Renaissance	3 cr/hr
HIST 122-World Civilization since the Renaissance	3 cr/hr
GEOG 111-Regional Geography: Eastern World	3 cr/hr
GEOG 112-Regional Geography: Western World	3 cr/hr
ECON 211-Principles of Macroeconomics	3 cr/hr
ECON 212-Principles of Microeconomics	3 cr/hr

Secondary Education majors should meet with the Department Chair of their intended discipline on the ASU campus during their first semester of coursework at TRC.

MEP Missouri Educator Profile Assessment (EDUC 201-Teaching Profession with Field Experience) accepted as Career Awareness Inventory (ASU).
 Teacher Education students should be aware that forty-five (45) hours of classroom observation/engagement is required in the following courses: EDUC 201-Teaching Profession with Field Experience (30 hours) and EDUC 260-Education of the Exceptional Learner (15 hours).

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

SECOND YEAR

Fall Semester			Hours
BIOL	113	Introduction to Process Science for Elementary and Middle School Teachers	1
ENGL	221	World Literature to 1600	3
HIST	121	World Civilization to the Renaissance – or –	3
HIST	122	World Civilization since the Renaissance	
MATH	163	College Algebra	3
PSYC	111	General Psychology	3
		Discipline Elective ⁽²⁾ (University Parallel Courses	3-5
TOTAL HOURS			16-18

Spring Semester			Hours
CPST	290	General Education Capstone	1
EDUC	270	Educational Technology	3
EDUC	210	Educational Psychology	3
EDUC	260	Education of the Exceptional Learner	3
ENGL	222	World Literature since 1600	3
HPER	110	Lifetime Wellness	2
TOTAL HOURS			15

Graduation Requirement: Cumulative 2.70 GPA

Background Check
 Criminal Record Background Check required for EDUC 201 & EDUC 260

ASU Transfer Requirements:
The following courses must be completed with a “C” or higher:
 ENGL 111-College Writing
 ENGL 112-Advanced College Writing
 EDUC 201-Teaching Profession with Field Experience
 MATH 163-College Algebra
 SCOM 110-Public Speaking

Students should complete the following ASU courses prior to admission to ASU:
 MATH 2123-Math for Elementary Teachers II at ASU Newport (online)
 HIST 3083-History of Arkansas online – Summer option

Secondary Education (AAT)

Degree Type: Associate of Arts in Teaching Degree

Contact: Faye Sanders asanders@trcc.edu

Purpose: The Associate of Arts in Teaching Degree (AAT) provides the opportunity to complete a Bachelor of Arts or Bachelor of Science in Education at a participating four-year transfer institution in the state of Missouri. Any Missouri community college student who has earned an ATT degree from any Missouri community college is guaranteed consistent treatment by the four-year transfer institution in accordance with the Missouri Coordinating Board for Higher Education's (CBHE) Credit Transfer, Policy Principles of Best Practice and related addenda and clarifying comments.

FIRST YEAR

Fall Semester			Hours
ENGL	111	College Writing	3
HPER	110	Lifetime Wellness	2
MATH	163	College Algebra	3
SCOM	110	Public Speaking	3
		Fine Arts General Education Elective ⁽¹⁾	3
TOTAL HOURS			14

Spring Semester			Hours
BIOL	101	General Biology	5
ECON	211	Principles of Macroeconomics –or–	3
ECON	212	Principles of Microeconomics	
EDUC	270	Educational Technology	3
EDUC	201	Teaching Profession with Field Experience	3
ENGL	112	Advanced College Writing	3
TOTAL HOURS			17

⁽¹⁾Fine Arts General Education Electives
 ARTS 123-History and Appreciation of Art
 MUSC 123-History and Appreciation of Music
 THEA 120-History and Appreciation of Theatre
 THEA 122-History and Appreciation of Film

⁽²⁾Recommended University Parallel Courses
 MATH 223-Probability and Statistics 3 cr/hr
 MATH 162-Math for theElementary Teachers 4 cr/hr
 MATH 163-College Algebra 3 cr/hr
 MATH 171-Analytic Geometry and Calculus 5 cr/hr
 EDUC 250-Children's Literature (English Only) 3 cr/hr
 ENGL 210-Introduction to Literature 3 cr/hr
 ENGL 241-American Literature to 1870 3 cr/hr
 ENGL 242-American Literature since 1870 3 cr/hr
 BIOL 113-Introduction to Process Science for Elementary and Middle School Teachers 1 cr/hr
 BIOL 102-Environmental Science 3 cr/hr
 CHEM 111-Introductory Chemistry 5 cr/hr
 HIST 111-American History to 1877 3 cr/hr
 HIST 112-American History since 1877 3 cr/hr
 HIST 121-World Civilization to the Ren. 3 cr/hr
 HIST 122-World Civilization since the Ren. 3 cr/hr

Students should meet with their intended transfer institution to determine the appropriate discipline from the above list.

Completion of the MEP Missouri Education Profile (assessed in EDUC 201-Teaching Profession with Field Experience)

Teacher Education students should be aware that forty-five (45) hours of classroom observation/engagement is required in the following courses: EDUC 201-Teaching Profession with Field Experience (30 hours) and EDUC 260-Education of the Exceptional Learner (15 hours). In addition, submission of a Criminal Record Background Check must be completed for both EDUC 201 and EDUC 260.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

SECOND YEAR

Fall Semester			Hours
EDUC	260	Education of the Exceptional Learner	3
ENGL		Literature Elective ⁽³⁾	3
HIST	111	American History to 1877 - or - American History since 1877	3
HIST	112		
PHYS	101	Physical Science	5
PSYC		Psychology Elective ⁽⁴⁾	3
TOTAL HOURS			17

Spring Semester			Hours
CPST	290	General Education Capstone	1
EDUC	230	Foundations of Education in a Diverse Society	3
EDUC	210	Educational Psychology (CMU, HLGU req.) – or – Discipline Elective (University Parallel Courses) ⁽²⁾	3
ENGL		Literature Elective ⁽³⁾	3
GOVT	121	National and State Government	3
		Discipline Elective (University Parallel Courses) ⁽²⁾	3
TOTAL HOURS			16

⁽³⁾Literature Electives
 ENGL 221-World Literature to 1600
 ENGL 222-World Literature since 1600
 ENGL 231-English Literature to 1798
 ENGL 232-English Literature since 1798
 ENGL 241-American Literature to 1870
 ENGL 242-American Literature since 1870

⁽⁴⁾Psychology Electives
 PSYC 233-Adolescent Psychology (HLGU, SEMO req.)
 PSYC 243-Human Development across the Lifespan (CMU req.)

Graduation Requirements
 Cumulative 2.75 GPA
 MoGEA score of 220 in English Language Arts
 MoGEA score of 220 in Mathematics
 MoGEA score of 220 in Social Studies/Science
 MOGEA score of 220 in Writing
 Cumulative 2.75 GPA in EDUC 201-Teaching Profession with Field Experience, EDUC 230-Foundations of Education in a Diverse Society, and EDUC 270-Educational Technology

"B" or higher in EDUC 210-Educational Psychology

Paraprofessional Educator (AAS)

Degree Type: Associate of Applied Science Degree

Contact: Faye Sanders asanders@trcc.edu

Purpose: Career and Technical Education. The Paraprofessional Educator program prepares students for paraprofessional positions in public elementary, middle, and high schools; preschools, and private schools. Paraprofessional educators work alongside the regular classroom teacher helping students with their needs. They often work extensively with special needs children.

FIRST YEAR

Fall Semester				Hours
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
HPER	110	Lifetime Wellness	2	
PSYC	111	General Psychology	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			14	

Spring Semester				Hours
BIOL PHYS		Biological Science <i>–or–</i> Physical Science	5	
EDUC	201	Teaching Profession with Field Experience	3	
EDUC	270	Educational Technology	3	
ENGL	112	Advanced College Writing	3	
PSYC	223	Child Psychology	3	
TOTAL HOURS			17	

SECOND YEAR

Fall Semester				Hours
ECD	126	Child Health, Safety, and Nutrition	3	
EDUC	240	Integration of Art, Music, & P.E. in the Elementary Education Classroom	3	
EDUC	230	Foundations of Education in a Diverse Society	3	
EDUC	210	Educational Psychology	3	
HIST HIST	111 112	American History to 1877 - <i>or</i> - American History since 1877	3	
TOTAL HOURS			15	

Spring Semester				Hours
EDC	202	Survey of Early Childhood Development and Education	3	
EDUC	297	Paraprofessional Educator Practicum ⁽¹⁾	3	
EDUC	250	Children's Literature	3	
EDUC	260	Education of the Exceptional Learner	3	
MATH		Any 100 level Mathematics course	3-4	
TOTAL HOURS			15-16	

⁽¹⁾Practicum experience requires 100 hours under the supervision of a certified teacher in a K-12 setting. Instructor consent only.

Completion of the MEP Missouri Educator Profile (assessed in EDUC 201-Teaching Profession with Field Experience)

Paraprofessional students should be aware that forty-five (45) hours of classroom observation/engagement is required in EDUC 201-Teaching Profession with Field Experience (30 hours) and EDUC 260-Education of the Exceptional Learner (15 hours). In addition, submission of a Criminal Record Background Check must be completed for both EDUC 201 and EDUC 260.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Physical Education (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Brian Bess bbess@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Physical Education concentration, is designed for students who plan to transfer to a four-year college or university to major in Physical Education.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
MATH	163	College Algebra	3	
HIST	111	American History to 1877 -OR-	3	
HIST	112	American History since 1877		
		Humanities Gen Ed Elective	3	
HPER	113	History and Principles of P. E.	2	
HPER	123	First Aid	2	
HPER		P. E. Activity	1	
TOTAL HOURS			17	

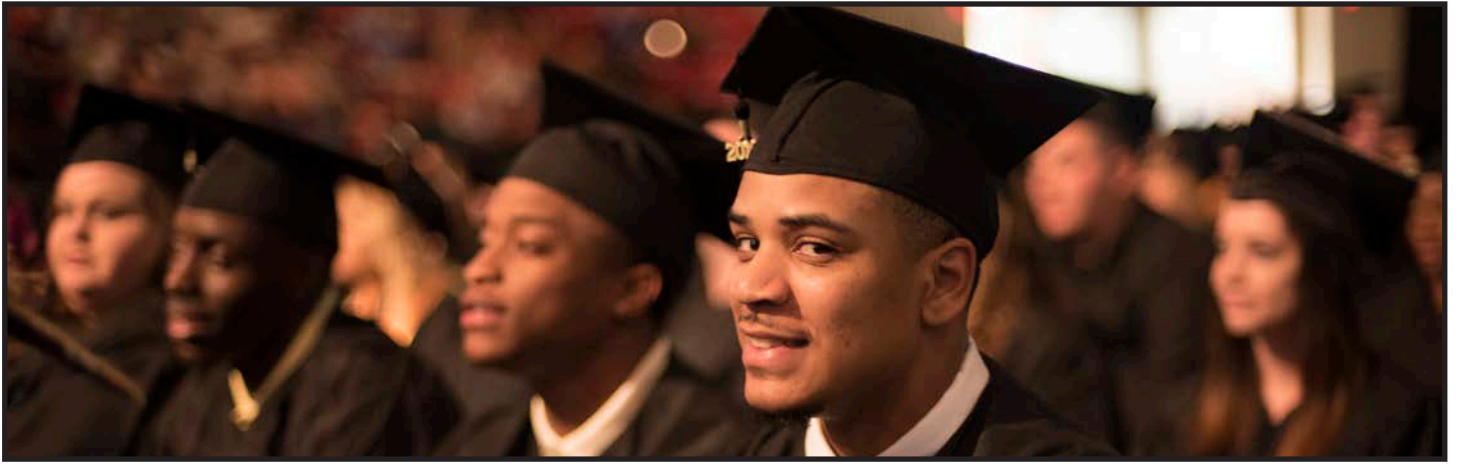
Spring Semester			Hours	
ENGL	112	Advanced College Writing	3	
BIOL	101	General Biology	5	
		Valuing Elective	3	
HPER	110	Lifetime Wellness	2	
HPER		P. E. Activity	1	
		General Elective	3	
TOTAL HOURS			17	

SECOND YEAR

Fall Semester			Hours	
ENGL		Literature Elective	3	
PHYS	101	Physical Science	5	
SOCI	111	General Sociology	3	
HPER	243	Sports Officiating	2	
HPER		P. E. Activity	1	
		General Elective	3	
TOTAL HOURS			17	

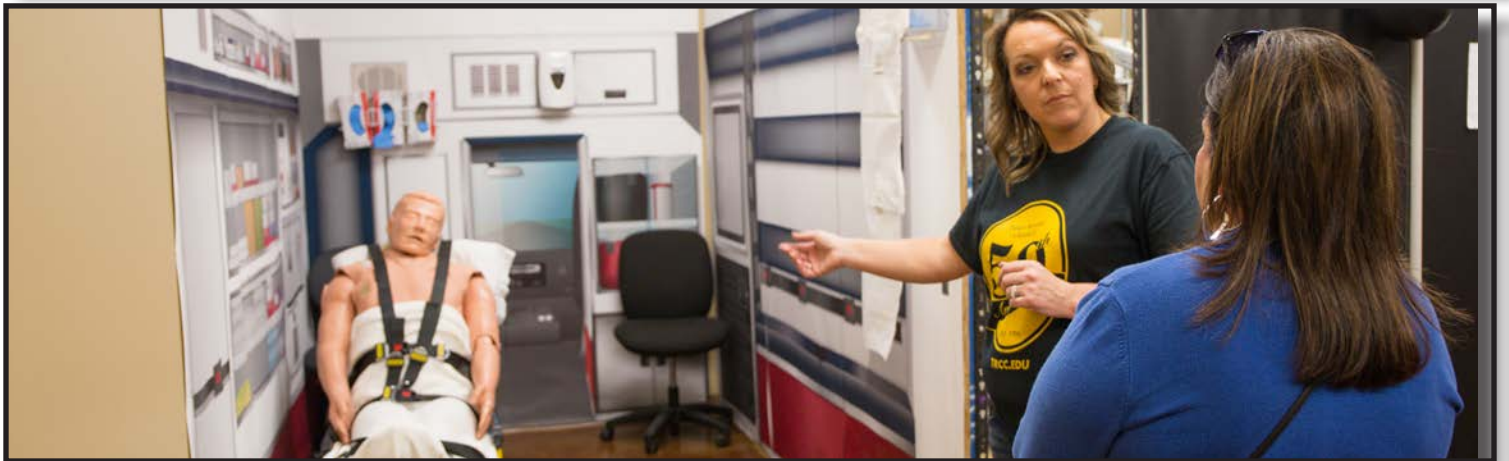
Spring Semester			Hours	
CPST	290	General Education Capstone	1	
GOVT	121	National and State Government	3	
SCOM	110	Public Speaking	3	
ENGL		Literature Elective	3	
HPER	213	Basketball Coaching Techniques	2	
HPER		P. E. Activity	1	
TOTAL HOURS			13	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.



EMERGENCY SERVICES





Emergency Services

Page

86	Administration of Justice	AS
	Criminal Justice	
87	Corrections Option	AAS
88	Law Enforcement Option	AAS
89	P.O.S.T. Academy Option	AAS
90	Criminal Justice Technology Specialist	One-Year Certificate
90	Criminal Justice – P.O.S.T. Academy	One-Year Certificate
90	Criminal Justice	Short-Term Certificate
91	Fire Science	AAS
92	Fire Science	One-Year Certificate
93	Paramedic	AAS
94	Paramedic	One-Year Certificate
94	Emergency Medical Services	Short-Term Certificate



Administration of Justice (AS)

Degree Type: Associate of Science Degree—University Parallel Major

Contact: Shawn Westbrooks swestbrooks@trcc.edu

Purpose: Transfer. The Associate of Science degree is designed for students who plan to transfer to a four-year college or university to major in Law Enforcement or Criminal Justice.

FIRST YEAR

Fall Semester			Hours	
ADJU	100	Introduction to Law Enforcement	3	
ENGL	111	College Writing	3	
HIST	111	American History to 1877 <i>–or–</i>	3	
HIST	112	American History since 1877		
MATH	163	College Algebra	3	
SOCI	111	General Sociology	3	
TOTAL HOURS			15	

Spring Semester			Hours	
ADJU	113	Criminal Law	3	
ENGL	112	Advanced College Writing	3	
GOVT	121	National and State Government	3	
HPER	110	Lifetime Wellness <i>–or–</i>	2	
HPER	123	First Aid		
PHYS		Physical Science Elective	3-5	
		Valuing Elective	3	
TOTAL HOURS			17-19	

SECOND YEAR

Fall Semester			Hours	
ADJU	114	Constitutional Law	3	
ADJU	213	Court Procedures	3	
ADJU		Administration of Justice Elective ⁽¹⁾	3	
ENGL		Literature Elective	3	
PSYC	111	General Psychology	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			18	

Fall Semester			Hours	
ADJU		Administration of Justice Elective ⁽¹⁾	3	
CPST	290	General Education Capstone	1	
ENGL		Literature Elective	3	
		Fine Art Elective	3	
SOCI	230	Criminology <i>–or–</i>	3	
SOCI	234	Social Problems		
		Life Science Elective	3-5	
TOTAL HOURS			16-18	

⁽¹⁾Recommended Administration of Justice Electives

ADJU	147	Juvenile Procedures	3	
ADJU	223	Community Policing and Homeland Security	3	
ADJU	233	Criminal Investigation	3	
ADJU	243	Police Administration	3	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.



Criminal Justice (AAS)

Corrections Option

Degree Type: Associate of Applied Science Degree

Contact: Shawn Westbrook swestbrooks@trcc.edu

Purpose: Career and Technical Education. The Criminal Justice Correction option program prepares individuals for a career in corrections, treatment and juvenile justice. In addition to courses concerned primarily with the activities of the criminal justice system, the curriculum includes the legal, social, and philosophical basis for community and residential treatment of offenders. This program is applicable to both the pre-service student and the in-service officer or treatment specialist. Students enrolling in CRJU 297 Criminal Justice Internship must submit to a criminal background check as part of the course requirement.

FIRST YEAR

Fall Semester				Hours	
ENGL	111	College Writing	3		
ADJU	100	Introduction to Law Enforcement	3		
CRJU		Criminal Justice Elective ⁽²⁾	3		
SOCI	111	General Sociology	3		
MATH ENGR	103/153 106	Intermediate Algebra -or- Technical Math I	3-4		
TOTAL HOURS			15-16		

SECOND YEAR

Fall Semester				Hours	
ADJU	113	Criminal Law	3		
CRJC	105	Corrections Systems and Practices	3		
CRJU	148	Vice and Narcotics ¹	3		
CRJU		Criminal Justice Elective ⁽²⁾	3		
SCOM	110	Public Speaking	3		
		Recommended Elective ⁽¹⁾	3		
TOTAL HOURS			18		

Spring Semester				Hours	
GOVT	121	National and State Government	3		
CRJC	129	Probation and Parole	3		
ADJU	114	Constitutional Law	3		
ADJU	147	Juvenile Procedures	3		
		Recommended Elective ⁽¹⁾	3		
TOTAL HOURS			15		

Spring Semester				Hours	
ADJU	213	Court Procedures	3		
CRJU	297	Criminal Justice Internship	6		
ADJU	243	Police Administration	3		
SOCI SOCI	234 230	Social Problems -or- Criminology	3		
TOTAL HOURS			15		

⁽¹⁾Recommended Electives:

HIST 111- American History to 1877

HIST 112- American History Since 1877

PSYC 111- General Psychology

PHIL 233- Ethics

MATH 163- College Algebra

IST 100- Computer Applications

EOSH 225 Accident Investigation

EOSH 226 Emergency Preparedness and Planning

SPAN 101- Elementary Spanish I

SPAN 102- Elementary Spanish II

SOCI 230- Criminology

SOCI 234- Social Problems

⁽²⁾Criminal Justice Electives:

CRJU 115- Ethics in Criminal Justice

CRJU 185 Basic Handgun Shooting I

CRJU 205- Officer Safety

ADJU 233- Criminal Investigation

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Criminal Justice (AAS)

Law Enforcement Option

Degree Type: Associate of Applied Science Degree

Contact: Shawn Westbrooks swestbrooks@trcc.edu

Purpose: Career and Technical Education. The Criminal Justice Law Enforcement option prepares individuals for a career in law enforcement and police work. In addition to courses concerned primarily with the activities of police on the operational level, the curriculum includes the legal, social, and philosophical basis for law enforcement. This program is applicable to both the pre-service student and the in-service officer. Students enrolling in CRJU 297 Criminal Justice Internship must submit to a criminal background check as part of the course requirements.

FIRST YEAR

Fall Semester				Hours
ENGL	111	College Writing	3	
ADJU	100	Introduction to Law Enforcement	3	
CRJU		Criminal Justice Elective ⁽²⁾	3	
SOCI	111	General Sociology	3	
MATH ENGR	103/153 106	Intermediate Algebra -or- Technical Math I	3-4	
TOTAL HOURS			15-16	

Spring Semester				Hours
GOVT	121	National and State Government	3	
CRJU		Criminal Justice Elective ⁽²⁾	3	
ADJU		Administration of Justice Elective ⁽³⁾	3	
ADJU	114	Constitutional Law	3	
		Recommended Elective ⁽¹⁾	3	
TOTAL HOURS			15	

⁽¹⁾Recommended Electives:

HIST 111–American History to 1877
 HIST 112–American History since 1877
 PSYC 111–General Psychology
 PHIL 233–Ethics
 MATH 163–College Algebra
 BLAW 221–Legal and Ethical Environment of Business
 ACCT 211–Principles of Accounting I
 ACCT 212–Principles of Accounting II
 IST 100–Computer Applications
 EOSH 215–Transportation, Storage, and Handling of Hazardous Material
 EOSH 225–Accident Investigation
 EOSH 226–Emergency Preparedness and Planning
 SPAN 101–Elementary Spanish I
 SPAN 102–Elementary Spanish II
 SOCI 230–Criminology
 SOCI 234–Social Problems

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

SECOND YEAR

Fall Semester				Hours
ADJU	113	Criminal Law	3	
ADJU		Administration of Justice Elective ⁽³⁾	3	
CRJU		Criminal Justice Elective ⁽²⁾	3	
CRJU		Criminal Justice Elective ⁽²⁾	3	
SCOM	110	Public Speaking	3	
		Recommended Elective ⁽¹⁾	3	
TOTAL HOURS			18	

Spring Semester				Hours
ADJU	213	Court Procedures	3	
CRJU		Criminal Justice Elective ⁽²⁾	3	
CRJU	297	Criminal Justice Internship	6	
SOCI SOCI	234 230	Social Problems –or– Criminology	3	
TOTAL HOURS			15	

⁽²⁾Criminal Justice Electives:

CRJC 105–Correction Systems and Practices
 CRJC 129–Probation and Parole
 CRJU 115–Ethics in Criminal Justice
 CRJU 128–Forensic Science and Criminalistics
 CRJU 138–Patrol Procedures
 CRJU 148–Vice and Narcotics
 CRJU 158–Traffic Laws & Accident Investigation
 CRJU 185–Basic Handgun Shooting I
 CRJU 205–Officer Safety

⁽³⁾Administration of Justice Electives:

ADJU 147 – Juvenile Procedures
 ADJU 223–Community Policing and Homeland Security
 ADJU 233–Criminal Investigation
 ADJU 243–Police Administration

Criminal Justice (AAS)

P.O.S.T. Academy Option

Degree Type: Associate of Applied Science Degree

Contact: Shawn Westbrook swestbrooks@trcc.edu

Purpose: Career and Technical Education. The Criminal Justice P.O.S.T. Academy option is designed for students who are enrolled in the Missouri State Sheriff's Association law enforcement academy. Students who complete the P.O.S.T. law enforcement academy will earn 24-credit hours toward an A.A.S. degree. This program curriculum includes legal, social, and philosophical areas of study needed for the student to complete the requirements for the Associate of Applied Science degree.

FIRST YEAR

Fall Semester				Hours	
ENGL	111	College Writing	3		
GOVT	121	National and State Government	3		
CRJU		Criminal Justice Elective ⁽²⁾	3		
ADJU	114	Constitutional Law	3		
MATH ENGR	103/153 106	Intermediate Algebra -or- Technical Math I	3-4		
TOTAL HOURS				15-16	

Spring Semester				Hours	
ADJU ADJU	147 223	Juvenile Procedures -or- Community Policing and Homeland Security	3		
CRJU		Criminal Justice Elective ⁽²⁾	3		
SOCI	111	General Sociology	3		
		Recommended Elective ⁽¹⁾	3		
SCOM	110	Public Speaking	3		
TOTAL HOURS				15	

⁽¹⁾Recommended Electives:

HIST 111-American History to 1877

HIST 112-American History Since 1877

PSYC 111-General Psychology

PHIL 233-Ethics

MATH 163-College Algebra

BLAW 221-Legal and Ethical Environment of Business

ACCT-211-Principles of Accounting I

ACCT 212-Principles of Accounting II

⁽²⁾Criminal Justice Electives:

CRJU 128-Forensic Science and Criminalistics

CRJU 148-Vice and Narcotics

CRJU 158-Traffic Law and Accident Investigation

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

SECOND YEAR

Fall Semester				Hours	
CRJU		Criminal Justice Elective ⁽²⁾	3		
SOCI	234 230	Social Problems Criminology	3		
CRJU	295	Law Enforcement Academy I	12		
TOTAL HOURS				18	

Spring Semester				Hours	
ADJU	213	Court Procedures	3		
ADJU	243	Police Administration	3		
CRJU	296	Law Enforcement Academy II	12		
TOTAL HOURS				18	

Students who have previously completed a POST approved law enforcement training academy and currently hold a valid POST certification in Missouri shall receive the following 24 credit hours upon completion of the remaining required credit hours toward the Criminal Justice Degree:

Course No.	Course Title	Credit Hours
ADJU 100	Intro to Law Enforcement	3
ADJU 113	Criminal Law	3
ADJU 233	Criminal Investigation	3
CRJU 115	Ethics in Criminal Justice	3
CRJU 138	Patrol Procedures	3
CRJU 297	Criminal Justice Internship	6
- OR -		
CRJU 295	Law Enforcement Academy I	12
CRJU 296	Law Enforcement Academy II	12

IST 100-Computer Applications

EOSH 215-Transportation, Storage, and Handling of Hazardous Material

EOSH 225-Accident Investigation

EOSH 226-Emergency Preparedness and Planning

SPAN 101-Elementary Spanish I

SPAN 102-Elementary Spanish II

SOCI 230-Criminology

SOCI 234-Social Problems

CRJU 205-Officer Safety

ADJU 147-Juvenile Procedures

ADJU 223-Community Policing and Homeland Security

Criminal Justice Technology (One-Year Certificate)

Certificate Type: One-Year

Contact: Shawn Westbrooks swestbrooks@trcc.edu

Purpose: Career and Technical Education. This program focuses on the use of technology within the field of criminal justice. Courses within this program prepare students for intelligence-led policing, crime mapping, computer network security, cybercrimes, and the use of technology in criminal investigations and homeland security.

CURRICULUM			Hours
ADJU CRJU	233 128	Criminal Investigation - or - Forensic Science and Criminalistics	3
ADJU ADJU	223 243	Community Policing and Homeland Security - or - Police Administration	3
ADJU	113	Criminal Law	3
GIS	110	Introduction to Mapping Principles	3
GIS	120	Introduction to Geographic Information Systems	3
GIS	230	Spatial Analysis in GIS	3
GIS GIS GIS	140 220 240	Geographic Information Systems II - or - Introduction to Remote Sensing - or - Applications in GIS	3
MST	118	Networking	3
MST	217	Network Security	3
MST	227	IT Programming	3
TOTAL HOURS			30

Criminal Justice – P.O.S.T. Academy (One-Year Certificate)

Certificate Type: One-Year

Contact: Chuck Stratton cstratton@trcc.edu

Purpose: Career and Technical Education. The Criminal Justice P.O.S.T. Academy one-year certificate will be awarded upon satisfactory completion of the Missouri State Sheriff's Association P.O.S.T. training academy.

CURRICULUM			Hours
CRJU	295	Law Enforcement Academy I	12
CRJU	296	Law Enforcement Academy II	12
TOTAL HOURS			24

Criminal Justice (Short-Term Certificate)

Certificate Type: Short-Term

Contact: Shawn Westbrooks swestbrooks@trcc.edu

Purpose: Career and Technical Education. The Criminal Justice short-term certificate enable students to quickly obtain a post-secondary certificate, while allowing for future personal development at a degree level.

Courses			Hours
ADJU	100	Introduction to Law Enforcement	3
ADJU	113	Criminal Law	3
ADJU	114	Constitutional Law	3
ADJU	213	Court Procedures	3
CRJU CRJU	138 158	Patrol Procedures -or- Traffic Law and Accident Investigation	3
ADJU CRJU	233 128	Criminal Investigation -or- Forensic Science and Criminalistics	3
TOTAL HOURS			18

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.



Fire Science (AAS)

Degree Type: Associate of Applied Science Degree

Contact: Jack Armor jarmor@trcc.edu

Purpose: Career and Technical Education. The Fire Science program focuses on providing learning opportunities that introduce, develop and reinforce academic and occupational knowledge, skills and attitudes required for job acquisition, retention and advancement. This degree option prepares students for entry-level employment and a foundation for future advancement in the firefighting, fire inspection, fire instructor and fire investigation fields.

FIRST YEAR

Fall Semester			Hours	
FIRE	115	Firefighter I and II ⁽¹⁾	12	
FIRE	119	Fire Behavior and Combustion	3	
HPER	151	Foundations of Fitness	1	
TOTAL HOURS			16	

Spring Semester			Hours	
EMDS	105	Emergency Medical Services I	9	
FIRE	118	Hazardous Materials Awareness and Operations ⁽¹⁾	3	
FIRE	126	Principles of Emergency Services	3	
FIRE	135	Fire Prevention	3	
TOTAL HOURS			18	

Approved Fire Science Electives			Hours	
FIRE	215	Tactics and Strategies	3	
FIRE	216	Fire Instruction	3	
FIRE	225	Hydraulics and Water	3	
FIRE	239	Search and Rescue	3	
FIRE	245	Fire Codes and Inspection	3	
FIRE	255	Leadership in the Fire Service	3	
FRST	225	Wildland Fire Management	3	
ADJU	113	Criminal Law	3	
ADJU	233	Criminal Investigation	3	
CRJU	128	Forensic Science and Criminalistics	3	

SECOND YEAR

Fall Semester			Hours	
ENGR MATH	106 103/153	Technical Math I <i>-or-</i> Intermediate Algebra <i>-or-</i> higher	3-4	
FIRE	217	Building Construction for Fire Protection	3	
FIRE	226	Principles of Emergency Services Safety and Survival	3	
HPER	152	Fitness Center I	1	
		Fire Science Elective ⁽²⁾	3	
		Fire Science Elective ⁽²⁾	3	
TOTAL HOURS			16-17	

Spring Semester			Hours	
ENGR	198	Workplace Readiness	3	
ENGL	111	College Writing	3	
FIRE	235	Fire Protection Systems	3	
GOVT	121	National and State Government	3	
SCOM	110	Public Speaking	3	
		Fire Science Elective ⁽²⁾	3	
TOTAL HOURS			18	

⁽¹⁾These courses require skills and written examinations by the Missouri Division of Fire Safety to obtain state certification. Students must meet all state requirements prior to taking certification tests. There is a \$200 course fee attached to FIRE 115 and a \$25 fee attached to FIRE 118. Prior to participating in any hands-on activities in FIRE 115, students must submit a physical consent and release form to the instructor.

⁽²⁾Students must choose from the approved fire science elective selection.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Fire Science (One-Year Certificate)

Certificate Type: One-Year

Contact: Jack Armor jarmor@trcc.edu

Purpose: Career and Technical Education. The Fire Science Certificate program focuses on providing students with skills in firefighting and emergency medical services and prepares students for entry-level employment and a foundation for future advancement in the firefighting field.

CURRICULUM			Hours	
FIRE	115	Firefighter I and II ⁽¹⁾	12	
FIRE	118	Hazardous Materials Awareness & Operations ⁽¹⁾	3	
		Career Education Elective (s)*	9	
TOTAL HOURS			24	

⁽¹⁾These courses require skills and written examinations by the Missouri Division of Fire Safety to obtain state certification. Students must meet all state requirements prior to taking certification tests.

Recommended Electives(s)

FIRE	119	Fire Behavior and Combustion (FESHE)*	3
FIRE	217	Building Construction for Fire Protection (FESHE)	3
FIRE	226	Principles of Emergency Services Safety and Survival (FESHE)	3
FIRE	235	Fire Protection Systems (FESHE)	3
FIRE	135	Fire Prevention (FESHE)*	3
FIRE	126	Principles of Emergency Services (FESHE)*	3
FIRE	215	Tactics & Strategies	3
FIRE	216	Fire Instruction	3
FIRE	225	Hydraulics and Water	3
FIRE	239	Search and Rescue	3
FIRE	245	Fire Codes and Inspection	3
FIRE	255	Leadership in the Fire Service	3
FRST	255	Wildlife Fire Management	3
ADJU	113	Criminal Law	3
ADJU	233	Criminal Investigation	3
CRJU	128	Forensic Science and Criminalistics	3
EMDS	105	Emergency Medical Services I	9

*Preferred Elective Options for the Fire Certificate

[Gainful Employment Disclosure](#)

Paramedic (AAS)

Degree Type: Associate of Applied Science Degree

Contact: Tami Cunningham tcunningham@trcc.edu

Purpose: Career and Technical Education. This program prepares EMTs to achieve an Associate of Applied Science degree, to apply for National Registry Examination for paramedic licensure, and to provide safe and effective pre-hospital emergency care for sick and injured adults and children. Both general education and paramedic courses are included in the program of study. Clinical internship experiences are planned in local healthcare facilities under direct guidance of experienced preceptors.

Admission Criteria: To become an eligible applicant, individuals must:

- Have a program application on file in the Allied Health Office by May 1. (Find application at www.trcc.edu/admissions/application.php.)
- Be a Missouri licensed EMT.
- Have current Basic Life Support for Healthcare Providers status.
- Place into College Writing and Beginning Algebra on the ACT or ACCUPLACER placement tests (scores are valid for 2 years).
- Complete the Test of Essential Academic Skills (TEAS) with a 50% or higher.
- Satisfactorily complete a confidential medical history, physical examination, negative preadmission drug screen, and clear criminal background check after acceptance in the program.

Selection of students occurs during the spring semester with Paramedic courses beginning in June. Students must meet certain criteria for internship practice in agencies, including, but not limited to, random or for-cause drug screenings.

FIRST YEAR

Fall Semester			Hours	
EMDS	105	EMS I	9	
ENGL	111	College Writing	3	
BIOL	231	Anatomy & Physiology I	4	
TOTAL HOURS			16	

Spring Semester			Hours	
GOVT	121	National & State Govt.	3	
MATH	103/153	Intermediate Algebra	4	
IST	100	Computer Applications	3	
PSYC	243	Human Development Across the Lifespan	3	
TOTAL HOURS			13	

SECOND YEAR

Fall Semester			Hours	
EMDS	201	EMS II	14	
EMDS	202	EMS Internship I	4	
TOTAL HOURS			18	

Spring Semester			Hours	
EMDS	204	EMS III	14	
EMDS	205	EMS Internship II	4	
TOTAL HOURS			18	

Summer Semester			Hours	
EMDS	207	EMS IV	6	
EMDS	208	EMS Internship III	6	
TOTAL HOURS			12	

TOTAL CREDIT HOURS: 77

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Graduates of the AAS degree program are eligible to take the National Registry Advanced Level practical and written examinations for Paramedic licensure. There are questions on the Missouri licensure application related to the conviction of any crime (traffic violations, drugs, and/or alcohol, etc.) Affirmative answers may result in the applicant being denied licensure by the Department of Health and Senior Services Bureau of EMS.

NOTE: Other fees are associated with the Paramedic program in addition to regular college tuition and fees.

Paramedic (One-Year Certificate)

Certificate Type: One-Year

Contact: Tami Cunningham tcunningham@trcc.edu

Purpose: Career-Technical Education. The purpose of the program is to prepare graduates to apply for the National Registry Examinations for paramedic licensure and to provide safe and effective entry-level pre-hospital emergency care for sick and injured adults and children. The certificate program is a yearlong, three-semester program of study consisting of 48 credit hours of theory and clinical or internship courses. Clinical internship experiences are planned in local healthcare facilities under direct guidance of experienced preceptors.

The Three Rivers College Paramedic Program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of Committee on Accreditation of Educational Programs for the Emergency Medical Services Professionals (www.coaemsp.org).

Admission Criteria: To become an eligible applicant, individuals must:

- Have a program application on file in the EMS Coordinator's Office by May 1. (Find application at www.trcc.edu/admissions/application.php.)
- Be a Missouri licensed EMT.
- Have current Basic Life Support for Healthcare Providers status.
- Place into College Writing and Beginning Algebra on the ACT or ACCUPLACER placement tests (ACT scores are valid for 2 years).
- Complete the Test of Essential Academic Skills (TEAS) with a 50% or higher.
- Satisfactorily complete a confidential medical history, physical examination, negative pre-admission drug screen, and clear criminal background check after acceptance in the program.

Selection of students occurs during the spring semester with Paramedic courses beginning in June. Students must meet certain criteria for internship practice in agencies, including, but not limited to, random or for-cause drug screenings.

Summer Semester			Hours	
BIOL	231	Anatomy & Physiology I	4	
TOTAL HOURS			4	

Fall Semester			Hours	
EMDS	201	EMS II	14	
EMDS	202	EMS Internship I	4	
TOTAL HOURS			18	

Spring Semester			Hours	
EMDS	204	EMS III	14	
EMDS	205	EMS Internship II	4	
TOTAL HOURS			18	

Summer Semester			Hours	
EMDS	207	EMS IV	6	
EMDS	208	EMS Internship III	6	
TOTAL HOURS			12	

General Education credit hours: 4

EMS Education credit hours: 48

TOTAL CREDIT HOURS: 52

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

*Graduates of the Paramedic One-Year Certificate are eligible to take the National Registry Advanced Level practical and written examinations for Paramedic licensure. There are questions on the Missouri licensure application related to the conviction of any crime (traffic violations, drugs, and/or alcohol, etc.) Affirmative answers may result in the applicant being denied licensure by the Department of Health and Senior Services Bureau of EMS. **NOTE:** Other fees are associated with the Paramedic program in addition to regular college tuition and fees.*

[Gainful Employment Disclosure](#)

Emergency Medical Services (Short-Term Certificate)

Certificate Type: Short-Term

Contact: Tami Cunningham tcunningham@trcc.edu

Purpose: Career and Technical Education. This course prepares entry-level EMT for employment in the region. For further information about any of the EMS courses, contact the Program Director at 573-840-9672.

Three Rivers College is a Missouri Department of Health and Senior Services, Bureau of Emergency Medical Services accredited EMS training entity.

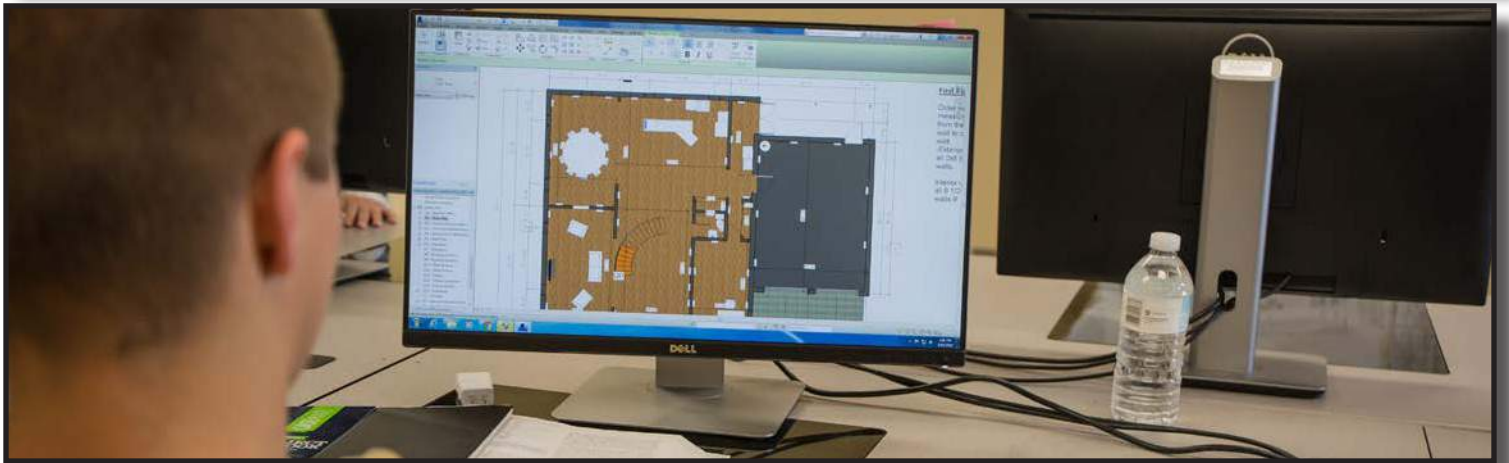
NOTE: In addition to college tuition and fees, EMT students will be charged \$61.50 per academic year for student malpractice insurance and \$140 for EMDS course fees. Students are responsible for purchase of uniform.

Emergency Medical Technician

The EMT-Basic course (EMDS 105) is a nine-credit-hour course offered each fall and spring semester. Tuberculin (PPD) skin test and criminal background check are required for clinical experience. Graduates are eligible to take the National Registry EMT-Basic practical and written examinations for licensure in Missouri. There are questions on the licensure application related to the conviction of any crime (traffic violations, drug and/or alcohol, etc.). Affirmative answers may result in the applicant being denied licensure by the Missouri Department of Health and Senior Services, Bureau of EMS.

ENGINEERING TECHNOLOGY & CONSTRUCTION TRADES





Engineering Technology and Construction Trades

Page

96	Career and Technical Studies	AAS
	Engineering Technology	
99	Construction Management and Civil Applications Option	AAS
101	Process and Controls Option	AAS
104	Welding Option	AAS
99	Civil Engineering Technician	One-Year Certificate
99	Construction Management Specialist	One-Year Certificate
100	Technical Graphics Specialist	One-Year Certificate
100	Surveying	Short-Term Certificate
102	Electrical Process Technician	One-Year Certificate
102	Power Plant Technician	One-Year Certificate
	Industrial Technology	
103	Electrical Technician	Short-Term Certificate
103	Industrial Technician	Short-Term Certificate
103	Quality Control Technician	Short-Term Certificate
105	Maintenance Welding	One-Year Certificate
105	Manufacturing Welding	One-Year Certificate
106	Environmental/Occupational Safety and Health Technology	AAS
107	Environmental/Occupational Safety and Health Technology	One-Year Certificate
107	Environmental/Occupational Safety and Health Technology	Short-Term Certificate
108	Pre-Engineering	AA
109	Pre-Engineering	AS
110	Electrical Technology	One-Year Certificate
110	Green Diesel	One-Year Certificate
110	Green Diesel Technology	Short-Term Certificate
111	Heating, Ventilation, Air Conditioning/Refrigeration	One-Year Certificate
111	Plumbing Technology	One-Year Certificate

Career and Technical Studies (AAS)

Degree Type: Associate of Applied Science Degree

Contact: DeAndre Prater dprater@trcc.edu

Purpose: Allow students who have completed a two-year program at an area technical career center to receive free college credit for that work applied toward an Associate of Applied Science degree. Three Rivers College's Career and Technical Studies Program allows high school and adult students at technical career centers in Southeast Missouri to earn credits toward an Associate of Applied Science Degree at no cost.

Students who complete a two-year program from a technical career center and are admitted to Three Rivers' Career and Technical Studies Program will receive 36 hours of credit toward an AAS degree absolutely FREE after meeting the criteria listed below. Students then need only complete a total of 30-32 hours of required courses at Three Rivers to earn an Associate of Applied Science degree. This is a savings of over \$5,000 to students enrolling in this program. The courses include a General Education block and a Technology Core block from various TRC career programs.

TECHNICAL BLOCK

		CTE Block from Career and Technical Center	36	
		TOTAL HOURS	36	

GENERAL EDUCATION BLOCK

			Hours	
ENGL	111	College Writing	3	
ENGR	106	Technical Math I	3	
GOVT	121	National and State Government	3	
PHYS	100	Survey of Physics	3	
		TOTAL HOURS	12	

TRC TECHNOLOGY CORE BLOCK OPTIONS*

CHOOSE ONE

Agriculture
Business Management
Construction Management and Civil Applications
Criminal Justice
Processes and Controls
Information Technology Specialist
Welding

*Requirements listed on next pages.

Please see individual course description for prerequisite, corequisites, and/or other requirements.

To be admitted to the Career and Technical Studies Program, the student must meet the following criteria:

- Must have attained an overall career center high school grade point average of "B Minus" or above.
- Must have attained a 95% attendance record for the applicable program or obtain the technical career center director's recommendation for a waiver.
- Must obtain a positive recommendation from the technical career center director (for all students) and the "home" high school principal (for high school students only).
- Must have completed a minimum of 80% of the applicable CTE program core competencies (for all students).
- Must apply for admission to Three Rivers College and meet admission criteria based on year of entry completing first articulated course at career center.
- Must provide an official transcript from career center showing a grade of "B" or better in program for which articulated credit is requested.

Following is a list of Programs of Study that will be accepted into Three Rivers' Career and Technical Studies degree program, along with the technical career centers where each is offered. Please note that program offerings are subject to change due to enrollment. For information on these programs, contact the technical career center where it is offered.

Eligible Career and Technical Centers									
Programs of Study	Arcadia Valley	Cape Girardeau	Current River	Kennett	New Madrid	Pemiscot Co.	Poplar Bluff	Sikeston	South Central
Agriculture Technology	x	x	x		X	x		x	x
Auto Collision Technology	x	x	x	x	X	x		x	
Automotive Service Technology	x	x	x	x	X	x	x	x	x
Building Trades Technology	x	x	x		X	x	x	x	x
Business Technology	x	x		x	X			x	x
Computer Repair							x		
Computer Maintenance Technology		x					x		
Computer Programming		x							
Cosmetology Technology							x		
Criminal Justice			x	x				x	
Culinary Arts					X		x	x	x
Diesel Technology									
Drafting Technology		x					x		
Early Childhood		x			X			x	x
Electrical Technology		x		x		x			
Engineering Preparation								x	
Graphic Communication Technology	x	x	x	x	X		x	x	x
HVAC Technology		x					x		
Machine Technology		x							
Manufacturing Technology		x				x			
Marketing Technology		x		x				x	x
Medical Technology	x	x	x	x		x	x	x	x
Networking Technology		x						x	
Television/Radio Technology			x						
Unmanned Aircraft		x							
Welding Technology	x	x	x	x	x	x	x	x	x

Area Technical/Career Centers

Arcadia Valley Career Technical Center, 650 Park Drive, Ironton; 573-546-9700
 Cape Girardeau Career and Technical Center, 1080 S. Silver Springs Road, Cape Girardeau; 573-334-0826
 Current River Career Center, 301 Spring St., Doniphan; 573-996-3667
 Kennett Career and Technical Center, 1400 W. Washington, Kennett; 573-717-1123
 New Madrid County R-1 Technical Skills Center, 310 US Highway 61, New Madrid; 573-688-2165
 Pemiscot County Career and Technical Center, 1317 W. Highway 84, Hayti; 573-359-2601
 Poplar Bluff Technical Career Center, 3203 Oak Grove Road, Poplar Bluff; 573-785-2248
 Sikeston Career and Technical Center, 200 Pine Street, Sikeston; 573-471-5442
 South Central Career Center, 407 W. Thornburgh, West Plains; 417-256-6152

Students select a TRC technology core block that would advance their skill set. Curriculum advisors are available to assist students with the selection of an appropriate core program option. Following are the Options for the TRC Technology Core program options.

Agriculture Option			Hours	
AGRI	120	Plant Science	4	
AGRI	130	Animal Science	3	
AGRI	110	Soils & Soil Fertility	3	
AGRI	232	Advanced Animal Science	3	
AGRI	240	Agriculture Economics & Marketing	3	
AGRI	172	Integrated Pest Management	3	
TOTAL HOURS			19	

Process and Controls Option			Hours	
ELEC	115	Applied DC & AC Circuits	3	
ELEC	117	Industrial Electrical Controls	3	
MAFT	255	Hydraulics & Pneumatics	3	
ELEC	216	Programmable Controller Systems	3	
MAFT	119	Robotics I	3	
MAFT	215	Mechatronics Capstone	3	
TOTAL HOURS			18	

Business Management Option			Hours	
BUAD	120	Introduction to business	3	
MKTG	115	Principles of Marketing	3	
BMGT	108	Human Resource Management	3	
SCOM	125	Communication in the Workplace	3	
MKTG	119	Advertising	3	
BLAW	221	Legal and Ethical Environment of Business	3	
TOTAL HOURS			18	

Information Technology Specialist Option			Hours	
MST	115	IT Essentials	3	
MST	117	Linux Essentials	3	
MST	118	Networking	3	
MST	135	IT Customer Service and Support	3	
MST	225	Scaling Networks	3	
MST	235	IT Practicum and Survey	3	
TOTAL HOURS			18	

Construction Management & Civil Applications Option			Hours	
CIVL	116	Surveying I	3	
CIVL	225	Construction Management	3	
CIVL	118	Materials and Methods I	3	
CIVL	219	Estimating I	3	
CIVL	117	Construction Print Reading	3	
ENGR	198	Workplace Readiness	3	
TOTAL HOURS			18	

Welding Option			Hours	
WELD	158	Introduction to GMAW (Gas Metal Arc Welding)	4	
WELD	156	Introduction to SMAW (Shielded Metal Arc Welding)	4	
WELD	159	Introduction to FCAW (Flux Cored Arc Welding)	4	
WELD	157	Introduction to TIG (Tungsten Inert Gas) Welding	4	
WELD	256	Take 3-4 hours from: Advanced SMAW (Shielded Metal Arc Welding) (4) Advanced GMAW (Gas Metal Arc Welding) (4) Welding Fabrication (3)	3-4	
WELD	255			
WELD	265			
TOTAL HOURS			19-20	

Criminal Justice Option			Hours	
ADJU	100	Introduction to Law Enforcement	3	
ADJU	114	Constitutional Law	3	
ADJU	113	Criminal Law	3	
ADJU	213	Court Procedures	3	
ADJU	147	Take 6 hours from: Juvenile Procedures (3) Community Policing and Homeland Security (3) Criminal Investigation (3) Police Administration (3)	6	
ADJU	223			
ADJU	233			
ADJU	243			
TOTAL HOURS			18	

Engineering Technology (AAS)

Construction Management and Civil Applications Option

Degree Type: Associate of Applied Science Degree

Contact: Dr. Dan Lauder dlauder@trcc.edu

Purpose: Career and Technical Education. This option in the Engineering Technology program focuses on computer-aided drafting, surveying, construction management, and other civil- and construction-related areas. This degree option prepares students for entry-level employment and provides a foundation for future advancement in civil engineering, construction, or surveying, as well as entry into a university-level technology program. The option includes an internship for on-the-job training with area companies.

FIRST YEAR

Fall Semester				Hours
CIVL	117	Construction Print Reading	3	
CIVL	118	Materials and Methods I	3	
CIVL	219	Estimating I	3	
ENGL	111	College Writing	3	
ENGR	106	Technical Math I ⁽¹⁾	3	
TOTAL HOURS			15	

Spring Semester				Hours
CIVL	116	Surveying I	3	
CIVL	229	Estimating II	3	
ENGR	107	Technical Math II ⁽¹⁾	3	
ENGR	110	Engineering Graphics	3	
PHYS	100	Survey of Physics	3	
TOTAL HOURS			15	

Summer Term				Hours
ENGR	297	Internship ⁽²⁾	6	
TOTAL HOURS			6	

Recommended Elective(s)				
CIVL	215	Building Design	4	
CIVL	216	Surveying II	3	
CIVL	226	Legal Principles of Surveying	3	
CIVL	227	Materials and Methods II	3	
CIVL	235	Construction Planning & Scheduling	3	
CIVL	236	Computers in Surveying	4	
CIVL	248	Water and Wastewater Systems	3	
GIS	120	Intro to Geographic Information Systems	3	

SECOND YEAR

Fall Semester				Hours
CIVL	225	Construction Management	3	
CIVL	228	Civil Drafting	3	
SCOM	125	Communication in the Workplace	3	
		CIVL Elective or approved Technical class	3	
		CIVL Elective or approved Technical class	3	
TOTAL HOURS			15	

Spring Semester				Hours
ENGR	198	Workplace Readiness	3	
GOVT	121	National and State Government	3	
		CIVL Elective or approved Technical class	3-4	
		CIVL Elective or approved Technical class	3	
TOTAL HOURS			12-13	



⁽¹⁾Students planning to transfer to a 4-year institution should substitute MATH 163, MATH 164 or MATH 171.

⁽²⁾Students with extensive full-time industry experience and instructor approval may substitute six credit hours of approved coursework.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Civil Engineering Technician (One-Year Certificate)

Certificate Type: One-Year

Contact: Dr. Dan Lauder dlauder@trcc.edu

Purpose: Career and Technical Education. This program focuses on fundamental marketable skills in the surveying field. It prepares students for entry-level positions in the civil and construction industry. Completion of the certificate satisfies the educational requirements portion of the Land Surveyor-In-Training (LSIT) program as set forth by the State of Missouri. All of the courses will apply toward an Associate of Applied Science degree in Engineering Technology – Construction Management and Civil Applications Option.

CURRICULUM			Hours
CIVL	116	Surveying I	3
CIVL	216	Surveying II	3
CIVL	226	Legal Principles of Surveying	3
CIVL	236	Computers in Surveying	4
ENGR	106	Technical Math I	3
ENGR	107	Technical Math II	3
ENGR	110	Engineering Graphics	3
CIVL	215	Choose one of these courses: Building Design Civil Drafting Water and Wastewater Systems Intro to Geographic Information Systems	3-4
CIVL	228		
CIVL	248		
GIS	120		
TOTAL HOURS			25-27

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Construction Management Specialist (One-Year Certificate)

Certificate Type: One-Year

Contact: Dr. Dan Lauder dlauder@trcc.edu

Purpose: Career and Technical Education. This option in the Engineering Technology program focuses on construction management, estimating, materials, and methods of construction. This degree option prepares students for entry-level employment and a foundation for future advancement in the construction industry.

CURRICULUM			Hours
CIVL	116	Surveying I	3
CIVL	117	Construction Print Reading	3
CIVL	118	Materials and Methods I	3
CIVL	219	Estimating I	3
CIVL	225	Construction Management	3
ENGR	106	Technical Math I	3
ENGR	107	Technical Math II	3
CIVL	215	Choose one of these courses: Building Design Surveying II Materials and Methods of Construction II Estimating II Construction Planning and Scheduling Computers in Surveying	3-4
CIVL	216		
CIVL	227		
CIVL	229		
CIVL	235		
CIVL	236		
TOTAL HOURS			24-25

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.



Technical Graphics Specialist (One-Year Certificate)

Certificate Type: One-Year

Contact: DeAndre' Prater dprater@trcc.edu

Purpose: Career and Technical Education. This option in the Engineering Technology program focuses on the knowledge and skills necessary for success in the computer-aided drafting field. This degree option prepares students for entry-level employment and provides a foundation for future advancement in the architectural, civil, and manufacturing industries. The option includes an internship for on-the-job training with area companies.

Fall Semester			Hours	
GIS	120	Intro to Geographic Information Systems	3	
ENGR	110	Engineering Graphics	3	
CIVL	117	Construction Print Reading	3	
MEDR	135	Blueprint Reading and Gauging	3	
TOTAL HOURS			12	

Spring Semester			Hours	
CIVL	228	Civil Drafting	3	
MEDR	246	Computer Aided Machining I	3	
MEDR	237	SolidWorks	3	
CIVL	215	Building Design	4	
TOTAL HOURS			13	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Surveying (Short-Term Certificate)

Certificate Type: Short-Term

Contact: Dr. Dan Lauder dlauder@trcc.edu

Purpose: Career and Technical Education. This program focuses on basic marketable skills in the surveying field. It prepares students for entry-level positions in the civil and construction technology field. Completion of the certificate satisfies the educational requirements portion of the Land Surveyor-In-Training (LSIT) program as set forth by the State of Missouri. All of the courses will apply toward an Associate of Applied Science degree in Engineering Technology - Construction Management and Civil Applications option.

Courses			Hours	
ENGR	106	Technical Math I	3	
ENGR	107	Technical Math II	3	
CIVL	116	Surveying I	3	
CIVL	216	Surveying II	3	
CIVL	226	Legal Principles of Surveying	3	
CIVL	236	Computers in Surveying	4	
TOTAL HOURS			19	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.



Engineering Technology (AAS)

Process and Controls Option

Degree Type: Associate of Applied Science Degree

Contact: Dr. Dan Lauder dlauder@trcc.edu

Purpose: Career and Technical Education. This option in the Engineering Technology program focuses on the knowledge and skills necessary for success in the installation and maintenance of commercial and industrial systems. This degree option prepares students for entry-level employment and provides a foundation for future advancement in the industrial technology and manufacturing sectors, as well as entry into university-level technology programs.

FIRST YEAR

Fall Semester			Hours	
ELEC	115	Applied DC & AC Circuits	3	
ENGL	111	College Writing	3	
ENGR MATH	106 103/153	Technical Math I ⁽¹⁾ –or– Intermediate Algebra (or higher)	3-4	
ENGR MEDR	110 135	Engineering Graphics –or– Blueprint Reading and Gauging	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			15-16	

Spring Semester			Hours	
ELEC	117	Industrial Electrical Controls	3	
ENGR MATH	107 163	Technical Math II ⁽¹⁾ –or– College Algebra (or higher level Math course)	3	
ENGR	198	Workplace Readiness	3	
MAFT	228	Quality Assurance Fundamentals	3	
MAFT	229	Introduction to Safety & Health Programs	3	
MAFT	255	Hydraulics & Pneumatics	3	
TOTAL HOURS			18	

SECOND YEAR

Fall Semester			Hours	
ELEC	207	Industrial Electronics Applications	3	
ELEC	216	Programmable Controller Systems	3	
ELEC	218	Electrical Codes & Standards for Manufacturing	2	
GOVT	121	National and State Government	3	
MAFT	119	Robotics I	3	
PHYS PHYS	100 101	Survey of Physics –or– Physical Science	3 5	
TOTAL HOURS			17-19	

Spring Semester			Hours	
ENGR	297	Internship ⁽²⁾	6	
MAFT	215	Mechatronics Capstone	3	
MAFT	219	Robotics II	3	
MEDR	246	Computer Aided Machining I	3	
TOTAL HOURS			15	

⁽¹⁾Students planning to transfer to a four-year institution should substitute MATH 163, MATH 164 or MATH 171.

⁽²⁾Students with extensive full-time industry experience and instructor approval may substitute six credit hours of approved coursework.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Electrical Process Technician (One-Year Certificate)

Certificate Type: One-Year

Contact: Dr. Dan Lauder dlauder@trcc.edu

Purpose: Career and Technical Education. This program focuses on providing students with skills in using, maintaining, operating, and installing different technical systems and components. Completion of the certificate prepares students for entry-level employment and provides a foundation for future advancement in the industrial technology and manufacturing sectors.

Fall Semester			Hours
MEDR ENGR	135 110	Blueprint Reading and Gauging -or- Engineering Graphics	3
ELEC	115	Applied DC and AC Circuits	3
ELEC ELEC ELEC MAFT	117 207 216 119	Take 9 hours from: Industrial Electronics Controls Industrial Electronics Applications Programmable Controller Systems Robotics I	9
MAFT	229	Introduction to Health and Safety Programs	3
MAFT	255	Hydraulics and Pneumatics	3
MAFT MAFT MAFT MAFT	228 235 219 215	Take 3 hours from: Quality Assurance Fundamentals (3) Manufacturing Processes (3) Robotics II (3) Mechatronics Capstone (3)	3
TOTAL HOURS			24

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Power Plant Technician (One-Year Certificate)

Certificate Type: One-Year

Contact: Dr. Dan Lauder dlauder@trcc.edu

Purpose: Career and Technical Education. This certificate option in the Engineering Technology program is designed to enable students to develop technical skills and knowledge to enter power plant operator and technician level positions in the power plant industry and provides a foundation for future advancement in this industry.

CURRICULUM			Hours
ELEC	115	Applied DC & AC Circuits	3
ELEC	117	Industrial Electrical Controls	3
MAFT	255	Hydraulics and Pneumatics	3
PPIT	115	Introduction to Power Plant Systems	3
PPIT	125	Power Plant Boilers and Operations	3
PPIT	235	Steam Turbines and Generators	3
ELEC ELEC MEDR	207 216 135	Choose 3 hours from the following: Industrial Electronics Applications (3) Programmable Controller Systems (3) Blueprint Reading and Gauging (3)	3
ENGR PPIT PPIT	297 127 129	Choose 6 hours from the following: Internship (6) Power Plant Cycles (3) Power Plant Chemistry (3)	6
TOTAL HOURS			27

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Industrial Technology (Short-Term Certificate)

Certificate Type: Short-Term

Contact: Dr. Dan Lauder dlauder@trcc.edu

Purpose: Career and Technical Education. The program focuses on providing students with skills in using, maintaining, operating and installing different electrical systems and components. Completion of the certificate prepares students for entry-level employment and provides a foundation for future advancement in the industrial technology and manufacturing sectors.

Electrical Technician

Courses			Hours
ELEC	115	Applied DC & AC Circuits	3
ELEC	117	Industrial Electrical Controls	3
ELEC	216	Programmable Controller Systems	3
ELEC	218	Electrical Codes & Standards for Manufacturing	2
MAFT	267	Automated Manufacturing Systems	3
MEDR ENGR	135 110	Blueprint Reading and Gauging -or- Engineering Graphics	3
TOTAL HOURS			17

Industrial Technician

Courses			Hours
ELEC	115	Applied DC & AC Circuits	3
MEDR ENGR	135 110	Blueprint Reading and Gauging -or- Engineering Graphics	3
MAFT	235	Manufacturing Processes	3
MAFT	229	Introduction to Safety & Health Programs	3
ELEC ELEC	117 207	Industrial Electrical Controls -or- Industrial Electronics Applications	3
MAFT	255	Hydraulics & Pneumatics	3
TOTAL HOURS			18

Quality Control Technician

Courses			Hours
MAFT	228	Quality Assurance Fundamentals	3
MAFT EOSH	229 205	Introduction to Safety & Health Programs - or - Safety & Health Regulations and Standards	3
MAFT	235	Manufacturing Processes	3
IST	100	Computer Applications	3
ENGR MATH	106 103/153	Technical Math I -or- Intermediate Algebra (or higher level Math course)	3-4
MEDR ENGR	135 110	Blueprint Reading and Gauging -OR- Engineering Graphics	3
TOTAL HOURS			18-19

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Engineering Technology (AAS)

Welding Option

Degree Type: Associate of Applied Science Degree

Contact: Derek Joplin djoplin@trcc.edu

Purpose: Career and Technical Education. This option in the Engineering Technology Welding option program focuses on the knowledge and skills necessary for success in the welding manufacturing and welding maintenance aspect of industry. This degree option prepares students for entry-level employment and provides a foundation for future advancement in the industrial technology and manufacturing sectors.

FIRST YEAR

Fall Semester			Hours
ENGL	111	College Writing	3
ENGR MATH	106 103/153	Technical Math I –or– Intermediate Algebra (or higher level Math course)	3-4
IST	100	Computer Applications	3
WELD	158	Introduction to GMAW (Gas Metal Arc Welding)	4
TOTAL HOURS			13-14

Spring Semester			Hours
ENGR MATH	107 163	Technical Math II –or– College Algebra (or higher level Math course)	3
MAFT	228	Quality Assurance Fundamentals	3
MAFT	229	Introduction to Safety & Health Programs	3
SCOM	110	Public Speaking	3
WELD	156	Introduction to SMAW (Shielded Metal Arc Welding)	4
TOTAL HOURS			16

SECOND YEAR

Fall Semester			Hours
GOVT	121	National and State Government	3
PHYS	100	Survey of Physics	3
WELD	157	Introduction to TIG (Tungsten Inert Gas) Welding	4
WELD	159	Introduction to FCAW (Flux Cored Arc Welding)	4
TOTAL HOURS			14

Spring Semester			Hours
ENGR	198	Workplace Readiness	3
WELD	165	Welding Blueprint Reading	3
WELD	255	Advanced GMAW (Gas Metal Arc Welding)	4
WELD	256	Advanced SMAW (Shielded Metal Arc Welding)	4
WELD	265	Welding Fabrication	3
TOTAL HOURS			17

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Maintenance Welding (One-Year Certificate)

Certificate Type: One-Year

Contact: Derek Joplin djoplin@trcc.edu

Purpose: Career and Technical Education. This program gives the student a welding certificate they can present with their resume to employers. This certificate alone will not be considered as an industry welding certification but as proof of course completion. This certificate can be built upon in the seeking of industry certification. It can aid the student in securing employment in the manufacturing workplace in a maintenance setting.

Courses		Hours	
ENGR	106	Technical Math I	3
ENGR	107	Technical Math II	3
MAFT	229	Introduction to Safety and Health Program	3
WELD	156	Introduction to SMAW (Shielded Metal Arc Welding) - or - Introduction to TIG (Tungsten Inert Gas) Welding	4
WELD	157		
WELD	158	Introduction to GMAW (Gas Metal Arc Welding) - or - Introduction to FCAW (Flux Cored Arc Welding)	4
WELD	159		
WELD	255	Advanced GMAW (Gas Metal Arc Welding) - or - Advanced SMAW (Shielded Metal Arc Welding)	4
WELD	256		
WELD	265	Welding Fabrication - or - Welding Blueprint Reading	3
WELD	165		
TOTAL HOURS			24

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

[Gainful Employment Disclosure](#)

Manufacturing Welding (One-Year Certificate)

Certificate Type: One-Year

Contact: Derek Joplin djoplin@trcc.edu

Purpose: Career and Technical Education. This program builds knowledge and skills in operating welding equipment and performing basic welding operations. Students will receive hands-on instruction in cutting processes; gas metal arc, gas tungsten arc, and shielded metal arc welding; shop safety; fabrication; oxy/acetylene fusion welding; quality assurance, and using blueprints. This certificate could be built upon in seeking industry certification, and the skills developed will prepare the student for such certification. The student can choose to take any course in steps that can be stacked one at a time or in multiples. The certificate could aid the student in securing employment in the manufacturing workplace.

Courses		Hours	
ENGR	106	Technical Math I - or - Technical Math II	3
ENGR	107		
MAFT	229	Introduction to Safety and Health Programs	3
WELD	156	Introduction to SMAW (Shielded Metal Arc Welding)	4
WELD	157	Introduction to TIG (Tungsten Inert Gas) Welding	4
WELD	159	Introduction to FCAW (Flux Cored Arc Welding)	4
WELD	165	Welding Blueprint Reading	3
WELD	255	Advanced GMAW (Gas Metal Arc Welding)	4
WELD	265	Welding Fabrication	3
TOTAL HOURS			28

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

[Gainful Employment Disclosure](#)

Environmental/Occupational Safety and Health Technology (AAS)

Degree Type: Associate of Applied Science Degree

Contact: Elizabeth Deken edeken@trcc.edu

Purpose: Career and Technical Education. The Environmental/Occupational Safety & Health Technology program prepares students for positions in occupational safety and health or environmental technology. Health and safety specialists work with federal, state, and/or local environmental and occupational regulatory programs. They address compliance issues, workers' compensation, monitoring, training, and recordkeeping in addition to many other requirements. Environmental technology addresses water, wastewater, air, solid waste, hazardous waste, and other environmental programs.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
ENGR MATH	106 103/153	Technical Math I ⁽¹⁾ <i>-or-</i> Intermediate Algebra <i>(or higher level Math course)</i>	3-4	
SCOM	125	Communication in the Workplace	3	
BIOL BIOL BIOL	101 102 231	General Biology <i>-or-</i> Environmental Science <i>-or-</i> Anatomy & Physiology I	4-5	
TOTAL HOURS			13-15	

Spring Semester			Hours	
BMGT	215	Supervisory Development	3	
PHYS CHEM CHEM	100 111 121	Survey of Physics <i>-or-</i> Introductory Chemistry <i>-or-</i> General Chemistry I	3-5	
MAFT	229	Introduction to Health and Safety Programs	3	
EOSH	116	Introduction to Industrial Hygiene	3	
GOVT	121	National and State Government	3	
TOTAL HOURS			15-17	

SECOND YEAR

Fall Semester			Hours	
SCOM	110	Public Speaking	3	
EOSH	205	Safety & Health Regulations and Standards	3	
EOSH	206	Environmental Regulations	3	
EOSH	215	Transportation, Storage, and Handling of Hazardous Materials	3	
EOSH	216	Waste Management and RCRA	3	
GIS	120	Introduction to Geographic Information Systems	3	
TOTAL HOURS			18	

Spring Semester			Hours	
EOSH	225	Accident Investigation	3	
EOSH	226	Emergency Preparedness and Planning	3	
CIVL	248	Water and Wastewater Systems	3	
ENGR	198	Workplace Readiness	3	
ENGR	297	Internship ⁽²⁾	6	
TOTAL HOURS			18	

⁽¹⁾Students planning to transfer to a four-year institution should substitute MATH 163, MATH 164 or MATH 171

⁽²⁾Students with extensive full-time industry experience and instructor approval may substitute six credit hours of approved coursework.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Environmental/Occupational Safety & Health Technology (One-Year Certificate)

Certificate Type: One-Year

Contact: Elizabeth Deken edeken@trcc.edu

Purpose: Career and Technical Education. The EOSH Technology Certificate program prepares students for positions that oversee, administer, monitor, and ensure compliance with federal, state, and/or local environmental and occupational safety and health regulatory programs.

CURRICULUM

Hours

			Hours	
EOSH	116	Introduction to Industrial Hygiene	3	
EOSH	205	Safety & Health Regulations and Standards	3	
EOSH	206	Environmental Regulations	3	
EOSH	215	Transportation, Storage, and Handling of Hazardous Materials	3	
EOSH	216	Waste Management and RCRA	3	
EOSH	225	Accident Investigation	3	
EOSH	226	Emergency Preparedness and Planning	3	
CIVL	248	Water and Wastewater Systems	3	
GIS	120	Introduction to Geographic Information Systems	3	
MAFT	229	Introduction to Safety and Health Programs	3	
TOTAL HOURS			30	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

[Gainful Employment Disclosure](#)

Environmental/Occupational Safety & Health Technology (Short-Term Certificate)

Certificate Type: Short-Term

Contact: Elizabeth Deken edeken@trcc.edu

Purpose: Career and Technical Education. The Environmental/Occupational Safety and Health Technology Certificate program prepares students for positions that oversee, administer, monitor, and ensure compliance with federal, state, and/or local environmental and occupational safety and health regulatory programs.

Environmental Technology

Courses

Hours

			Hours	
EOSH	206	Environmental Regulations	3	
EOSH	215	Transportation, Storage, and Handling of Hazardous Materials	3	
EOSH	216	Waste Management and RCRA	3	
EOSH	226	Emergency Preparedness and Planning	3	
CIVL	248	Water and Wastewater Systems	3	
GIS	120	Introduction to Geographic Information Systems	3	
TOTAL HOURS			18	

Occupational Safety & Health Tech

Courses

Hours

			Hours	
BMGT	215	Supervisory Development –or– Communication in the Workplace	3	
SCOM	125			
EOSH	116	Introduction to Industrial Hygiene	3	
EOSH	205	Safety & Health Regulations and Standards	3	
EOSH	225	Accident Investigation	3	
EOSH	226	Emergency Preparedness and Planning	3	
MAFT	229	Introduction to Safety and Health Programs	3	
TOTAL HOURS			18	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Pre-Engineering (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Elizabeth Deken edeken@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Pre-Engineering concentration, is designed for students who plan to transfer to a four-year college or university to major in Engineering.

FIRST YEAR

Fall Semester			Hours
ENGL	111	College Writing	3
GOVT	121	National and State Government	3
CHEM	121	General Chemistry I	5
SCOM	110	Public Speaking	3
BIOL	100	Survey of Biology	3
HPER		P. E. Activity	1
TOTAL HOURS			18

Spring Semester			Hours
ENGL	112	Advanced College Writing	3
HIST	111	American History to 1877 -OR-	3
HIST	112	American History since 1877	
		Humanities Gen Ed Elective	3
MATH	171	Analytic Geometry and Calculus I	5
HPER		P. E. Activity	1
TOTAL HOURS			15

SECOND YEAR

Fall Semester			Hours
		Humanities Gen Ed Elective	3
		Valuing Gen Ed Elective	3
MATH	271	Analytic Geometry and Calculus II	5
PHYS	211	General Physics I	5
TOTAL HOURS			16

Spring Semester			Hours
CPST	290	General Education Capstone	1
		Humanities Gen Ed Elective	3
MATH	272	Analytic Geometry and Calculus III	5
PHYS	212	General Physics II	5
ECON	211	Principles of Macroeconomics	3
TOTAL HOURS			17

Recommended University Parallel Courses

IST	100	Computer Applications	3
ENGR	110	Engineering Graphics	3
CHEM	122	General Chemistry II	5

Students wishing to transfer to Missouri University of Science & Technology should consult "A Model Program for Transfer" available from the Director of Academic Advising. Students completing an AA degree, pre-engineering concentration, may transfer more than the number of hours required. However, students should confirm with receiving institution the transferability of additional hours.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Pre-Engineering (AS)

Degree Type: Associate of Science Degree—Arkansas State University Parallel Major

Contact: Elizabeth Deken edeken@trcc.edu

Purpose: Transfer. The Associate of Science degree, Pre-Engineering concentration, is designed for students who plan to transfer to Arkansas State University to major in Engineering.

FIRST YEAR

Fall Semester				Hours
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
BIOL	102	Environmental Science	5	
HPER	110	Lifetime Wellness	2	
ENGR	110	Engineering Graphics	3	
TOTAL HOURS			16	

Spring Semester				Hours
ENGL	112	Advanced College Writing	3	
CHEM	121	General Chemistry I	5	
SCOM	110	Public Speaking - or -	3	
SCOM	101	Human Communication		
MATH	171	Analytic Geometry and Calculus I	5	
CIVL	116	Surveying I (Civil Majors only) –or– Global Issues Elective	3	
TOTAL HOURS			19	

SECOND YEAR

Fall Semester				Hours
MATH	271	Analytic Geometry and Calculus II	5	
PHYS	211	General Physics I	5	
ECON	211	Principles of Macroeconomics - or -	3	
ECON	212	Principles of Microeconomics		
CIVL	216	Surveying II (Civil Majors only) –or– Social Science Elective ⁽⁵⁾	3	
TOTAL HOURS			16	

Spring Semester				Hours
		Fine Arts elective ⁽²⁾	3	
		Humanities elective ⁽³⁾	3	
		Science elective ⁽⁵⁾	5	
MATH	272 ⁽¹⁾	Analytic Geometry and Calculus III	5	
TOTAL HOURS			16	

⁽¹⁾ Choose one of the following **Global Issues** elective classes

			Hours
HIST	121	World Civilization to the Renaissance	3
HIST	122	World Civilization since the Renaissance	3

⁽²⁾ Choose one of the following **Fine Arts** elective classes

			Hours
ARTS	123	History and Appreciation of Art	3
THEA	120	History and Appreciation of Theater	3

⁽³⁾ Choose one of the following **Humanities** elective classes

			Hours
ENGL	221	World Literature to 1600	3
ENGL	222	World Literature since 1600	3

⁽⁴⁾ Choose one of the following **Social Science** elective classes

			Hours
ECON	211	Principles of Macroeconomics	3
PSYC	111	General Psychology	3
SOCI	111	General Sociology	3
HIST	111	American History to 1877	3
HIST	112	American History since 1877	3

⁽⁵⁾ Choose one of the following **Science** elective classes

			Hours
PHYS	212	General Physics II	5
CHEM	122	General Chemistry II	5

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Electrical Technology (One-Year Certificate)

Certificate Type: One-Year

Contact: Dr. Dan Lauder dlauder@trcc.edu

Purpose: Career and Technical Education. The Electrical Technology program prepares students for entry level employment as an electrician. Students will acquire knowledge and skills required to work in residential, commercial, and industrial electricity. The National Electrical Code (NEC), along with local regulations, will be referenced throughout the program.

Fall Semester			Hours	
ELEC	105	Introduction to Electrical Technology	3	
ELEC	106	Basic Electricity	3	
ELEC	107	Electrical Materials and Methods	3	
ENGR	106	Tech Math I	3	
SCOM	125	Communication in the Workplace	3	
TOTAL HOURS			15	

Spring Semester			Hours	
ELEC	125	Blueprint Reading for Electricians	3	
ELEC	126	Residential Circuits	3	
ELEC	225	Electrical Systems	3	
IST	100	Computer Applications	3	
TOTAL HOURS			12	

Fall Semester			Hours	
ELEC	226	Electrical Construction	3	
ELEC	227	Commercial & Industrial Electrical Systems	3	
TOTAL HOURS			6	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

[Gainful Employment Disclosure](#)

Green Diesel (One-Year Certificate)

Green Diesel

Certificate Type: One-Year

Contact: Dr. Dan Lauder dlauder@trcc.edu

Purpose: Career and Technical Education. The Green Diesel program focuses on providing students with skills in green diesel technology and prepares students for entry-level employment and provides a foundation for future advancement in the field.

CURRICULUM			Hours	
GRDT	115	Green Diesel Technician I	6	
GRDT	215	Green Diesel Technician II	6	
GRDT	225	Green Diesel Technician III	6	
IST	100	Computer Applications -or- Intro to Geographic Information Systems	3	
GIS	120			
ENGR	106	Technical Math I -or- Intermediate Algebra	3-4	
MATH	103/153			
ENGL	111	College Writing	3	
EOSH	216	Waste Management and RCRA	3	
EOSH	206	Environmental Regulations	3	
MAFT	229	Introduction to Health and Safety Programs	3	
TOTAL HOURS			36-37	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

[Gainful Employment Disclosure](#)

Green Diesel Technology (One-Year Certificate)

Certificate Type: Short-Term

Contact: Dr. Dan Lauder dlauder@trcc.edu

Purpose: Career and Technical Education. This program focuses on providing students with skills in green diesel technology and prepares students for entry-level employment and provides a foundation for future advancement in the field of green diesel technology.

Courses			Hours	
GRDT	115	Green Diesel Technician I	6	
GRDT	215	Green Diesel Technician II	6	
GRDT	225	Green Diesel Technician III	6	
TOTAL HOURS			18	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Heating, Ventilation, Air Conditioning/Refrigeration (One-Year Certificate)

Certificate Type: One-Year

Contact: Dr. Dan Lauder dlauder@trcc.edu

Purpose: Career and Technical Education. The HVAC/R program prepares students for entry level employment as a Heating, Ventilation, Air Conditioning/Refrigeration (HVAC/R) technician. Students will acquire knowledge and skills required to work as a HVAC/R technician on equipment in residential, commercial, and industrial settings. The program will provide instruction related to local, state, and federal codes/regulations.

Fall Semester				Hours
HVAC	105	Safety for HVAC/R Profession	3	
HVAC	106	Electricity for HVAC/R Technicians	3	
HVAC	107	Heating, Ventilation, Air Conditioning, and Refrigeration I	3	
ENGR	106	Technical Math I	3	
SCOM	125	Communications in the Workplace	3	
TOTAL HOURS			15	

Spring Semester				Hours
HVAC	115	Heating, Ventilation, Air Conditioning, and Refrigeration II	3	
HVAC	116	HVAC/R Motors and Controls	3	
HVAC	215	Residential Heating, Air Conditioning, and Refrigeration	3	
IST	100	Computer Applications	3	
TOTAL HOURS			12	

Fall Semester				Hours
HVAC	216	Commercial Heating, Ventilation, and Cooling	3	
HVAC	217	Commercial Refrigeration	3	
TOTAL HOURS			6	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

[Gainful Employment Disclosure](#)

Plumbing Technology (One-Year Certificate)

Certificate Type: One-Year

Contact: Dr. Dan Lauder dlauder@trcc.edu

Purpose: Career and Technical Education. The Plumbing Technology program prepares students for entry level employment in the occupation of plumber. Students will acquire knowledge and skills required to work in residential, commercial, and industrial plumbing. The program will present local, state, and national codes/regulations.

Fall Semester				Hours
PLUM	105	Basic Plumbing	3	
PLUM	106	Plumbing Materials and Methods	3	
PLUM	107	Plumbing Construction	3	
ENGR	106	Technical Math I	3	
SCOM	125	Communication in the Workplace	3	
TOTAL HOURS			15	

Spring Semester				Hours
PLUM	115	Plumbing II	3	
PLUM	116	Basic Electrical Technology for Plumbing	3	
PLUM	216	Plumbing System Service and Repair	3	
IST	100	Computer Applications	3	
TOTAL HOURS			12	

Fall Semester				Hours
PLUM	215	Plumbing III	3	
PLUM	217	Advanced Plumbing Systems	3	
TOTAL HOURS			6	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

[Gainful Employment Disclosure](#)



FINE ARTS





Fine Arts

Page

114 Art

AA

115 Music

AA

116 Theatre

AA



Art (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: David Fielding dfielding@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Art concentration, is designed for students who plan to transfer to a four-year college or university to major in Art.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
HIST	111	American History to 1877	3	
HIST	112	American History since 1877		
ARTS	123	History and Appreciation of Art	3	
ARTS	110	Introduction to Art	3	
ARTS	131	Drawing I	2	
HPER		P. E. Activity	1-2	
HPER	110	Lifetime Wellness		
TOTAL HOURS			15-16	

Spring Semester			Hours	
ENGL	112	Advanced College Writing	3	
		Life Sciences Gen Ed course	3-5	
		Humanities Gen Ed course	3	
ARTS	132	Drawing II	2	
ARTS	233	Painting I	3	
TOTAL HOURS			14-16	

SECOND YEAR

Fall Semester			Hours	
GOVT	121	National and State Government	3	
		Humanities Gen Ed course	3	
		Physical Sciences Gen Ed course	3-5	
		Valuing Gen Ed course	3	
ARTS	213	Water Color	3	
TOTAL HOURS			15-17	

Spring Semester			Hours	
CPST	290	General Education Capstone	1	
MATH	163	College Algebra	3	
		Social and Behavioral Sciences Gen Ed course	3	
SCOM	110	Public Speaking	3	
ARTS	141	Color and Design I	2	
ARTS	243	Painting II	3	
		Foreign Language	3	
TOTAL HOURS			18	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.



Music (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Instrumentalists - William White wwhite@trcc.edu

Vocalists and Pianists – Cindy White cwhite@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Music concentration, is designed for students who plan to transfer to a four-year college or university to major in Music.

FIRST YEAR

Fall Semester			Hours
ENGL	111	College Writing	3
HIST	111	American History to 1877 - or -	3
HIST	112	American History since 1877	
SCOM	110	Public Speaking	3
MUSC	123	History and Appreciation of Music	3
MUSC	141	Theory I, Harmony	3
MUSC	131	Aural Skills I	1
MUSC	150	Functional Piano I	1
MUSP		Private Instruction	1
MUSC		Performance Ensembles	2
MUSC	01	Recitals and Concerts*	0
HPER		P. E. Activity	1
TOTAL HOURS			21

Spring Semester			Hours
ENGL	112	Advanced College Writing	3
		Life or Physical Sciences Gen Ed course	3-5
		Social and Behavioral Sciences Gen Ed course	3
		Valuing Gen Ed course	3
MUSC	142	Theory II, Harmony	3
MUSC	132	Aural Skills II	1
MUSC	153	Functional Piano II	1
MUSP		Private Instruction	1
MUSC		Performance Ensembles	2
MUSC	01	Recitals and Concerts*	0
HPER		P. E. Activity	1
TOTAL HOURS			21-23

Performance Ensemble			
MUSC	1011-1018	Three Rivers Symphonic Band	1
MUSC	1021-1028	Three Rivers Jazz and Pep Band	1
MUSC	1031-1038	Three Rivers Chorus	1
MUSC	1041-1048	Three Rivers Swingsations	1

Music Education majors must complete additional education courses. Summer and Winter study is recommended.

*All music majors are required to enroll in Recitals and Concerts each semester of enrollment (minimum of 4 semesters)

SECOND YEAR

Fall Semester			Hours
GOVT	121	National and State Government	3
MATH	163	College Algebra	3
		Humanities Gen Ed course	3
MUSC	241	Theory III, Harmony	3
MUSC	231	Aural Skills III	1
MUSC	221	Music Literature I	3
MUSC	250	Functional Piano III	1
MUSP		Private Instruction	1
MUSC		Performance Ensembles	2
MUSC	01	Recitals and Concerts*	0
TOTAL HOURS			20

Spring Semester			Hours
CPST	290	General Education Capstone	1
		Life or Physical Sciences Gen Ed course	5
		Humanities Gen Ed course	3
MUSC	242	Theory IV, Harmony	3
MUSC	232	Aural Skills IV	1
MUSC	222	Music Literature II	3
MUSC	253	Functional Piano IV	1
MUSP		Private Instruction	1
MUSC		Performance Ensembles	2
MUSC	01	Recitals and Concerts*	0
TOTAL HOURS			20

Private Instruction			
MUSP	1011-1018	Private Piano	1
MUSP	1111-1118	Private Voice	1
MUSP	1211-1218	Private Guitar	1
MUSP	1311-1318	Private Organ	1
MUSP	1411-1418	Private Woodwind	1
MUSP	1511-1518	Private Brass	1
MUSP	1611-1618	Private Percussion	1
MUSP	1711-1718	Music Composition	1
MUSP	1811-1818	Electronic Music	1

Additional university parallel courses acquired through Three Rivers College may be applied toward baccalaureate degrees.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Theatre (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Steve Lewis slewis@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Theatre concentration, is designed to give students who plan to transfer to a four-year college or university the tools and knowledge needed to pursue a BA or BFA or in pursuing a professional theatre career.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
HIST	111	American History to 1877 - or -	3	
HIST	112	American History since 1877		
SCOM	110	Public Speaking	3	
		Life or Physical Sciences Gen Ed course (with lab)	5	
THEA	120	History and Appreciation of Theatre	3	
THEA	160	Theatre Performance I – or –	1	
THEA	140	Theatre Production I		
TOTAL HOURS			18	

Spring Semester			Hours	
ENGL	112	Advanced College Writing	3	
PSYC	111	General Psychology	3	
ENGL		Literature Elective ⁽¹⁾	3	
THEA	180	Acting	3	
THEA	161	Theatre Performance II – or -	1	
THEA	141	Theatre Production II		
HPER	110	Lifetime Wellness - or -	2	
HPER		Two (2) Activity Courses		
TOTAL HOURS			15	

SECOND YEAR

Fall Semester			Hours	
MATH	163	College Algebra	3	
GOVT	121	National and State Government	3	
		Life or Physical Sciences Gen Ed course ⁽²⁾	3-5	
HIST	121	World Civilization to the Renaissance - or -	3	
HIST	122	World Civilization since the Renaissance		
THEA	223	Stage Makeup and Costuming	3	
THEA	162	Theatre Performance III – or -	1	
THEA	142	Theatre Production III		
TOTAL HOURS			16-18	

Spring Semester			Hours	
CPST	290	General Education Capstone	1	
ENGL		Literature Elective	3	
SCOM	213	Advanced Public Speaking	3	
		General Elective	1-3	
THEA	280	Stage Directing	3	
THEA	233	Oral Interpretation of Literature	3	
THEA	163	Theatre Performance IV – or -	1	
THEA	143	Theatre Production IV		
TOTAL HOURS			15-17	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

⁽²⁾Students who use a 3 credit Life or Physical Science Gen Ed Course will need one additional General Education Elective in order to complete the required credit hours for degree achievement.

Recommended Literature Elective(s) ⁽¹⁾

ENGL	233	Shakespeare	3	
ENGL	242	American Literature since 1870	3	

HEALTH SCIENCES





Health Sciences

Page

118	Environmental Health	AS
119	Health Sciences	AS
120	Medical Laboratory Technology	AAS
122	Nursing	AAS
126	Occupational Therapy Assistant	AAS
127	Practical Nurse	One-Year Certificate
129	Pre-Health Medicine	AS
130	Pre-Optometry	AS
131	Pre-Pharmacy	AS
132	Pre-Sports Medicine	AA
133	Pre-Dental Hygiene	One-Year Certificate
133	Pre-Medical Laboratory Technology	One-Year Certificate
134	Pre-Medicine	One-Year Certificate
134	Pre-Nursing	One-Year Certificate
135	Pre-Occupational Therapy Assistant	One-Year Certificate



Environmental Health (AS)

Degree Type: Associate of Science Degree—University Parallel Major

Contact: Elizabeth Deken edeken@trcc.edu

Purpose: Transfer program with Missouri Southern State University (MSSU) toward completion of a Bachelor of Science degree in Environmental Health and Safety. Students will take the first 79 credit hours toward the Bachelor of Science at Three Rivers College, fulfilling all general education, math, science, and elective requirements. The last 45 hours will be taken at Missouri Southern State University through distance learning or at the MSSU campus. The purpose of the degree program is to provide students with the knowledge, skills, and certifications necessary to work as an environmental health and safety professional. Career opportunities include professional positions with public health departments, environmental protection agencies, environmental consultants, and occupational health and safety divisions of industry. This transfer program through Missouri Southern State University is fully accredited by the National Environmental Health Science and Protection Accreditation Council (EHAC).

FIRST YEAR

Fall Semester				Hours
CHEM	121	General Chemistry I	5	
ENGL	111	College Writing	3	
MATH	163	College Algebra	3	
PHYS	100	Survey of Physics	3	
TOTAL HOURS			14	

Spring Semester				Hours
ARTS	123	History and Appreciation of Art – or-	3	
MUSC	123	History and Appreciation of Music – or-		
THEA	120	History and Appreciation of Theatre		
CHEM	122	General Chemistry II	5	
ENGL	112	Advanced College Writing	3	
GEOG	111	Regional Geography: Eastern World – or-	3	
GEOG	112	Regional Geography: Western World - or-		
PHIL	243	Religions of the World – or-		
SPAN	101	Elementary Spanish I		
HIST	111	American History to 1877 – or –	3	
HIST	112	American History since 1877		
TOTAL HOURS			17	

Recommended Electives: (Must be approved by advisor)

		Additional Science Courses (PHYS 150, BIOL 232, etc.)
GIS		Any GIS Course
		Business Courses
EOSH		Any EOSH Course
SPAN		Elementary Spanish II, Intermediate Spanish I, Intermediate Spanish II
CIVL	248	Water and Wastewater Systems

SECOND YEAR

Fall Semester				Hours
BIOL	101	General Biology – or- Anatomy and Physiology I	4-5	
BIOL	231			
GOVT	121	National and State Government	3	
CHEM	240	Basic Organic Chemistry	5	
		<i>Select One:</i>	3	
ENGL	210	Introduction to Literature		
ENGL	221	World Literature to 1600		
ENGL	222	World Literature since 1600		
ENGL	231	English Literature to 1798		
ENGL	232	English Literature since 1798		
ENGL	241	American Literature to 1870		
ENGL	242	American Literature since 1870		
PHIL	200	Introduction to Philosophy	3	
PHIL	233	Ethics		
TOTAL HOURS			15-16	

Spring Semester				Hours
ECON	211	<i>Select two with different prefixes:</i> Principles of Macroeconomics Principles of Microeconomics General Sociology General Psychology	6	
ECON	212			
SOCI	111			
PSYC	111			
BIOL	253	Microbiology	4	
HPER	110	Lifetime Wellness	2	
SCOM	110	Public Speaking	3	
TOTAL HOURS			15	

THIRD-FOURTH YEAR

Program Requirements (Can be completed at Three Rivers through a combination of on campus and distance learning)

Electives	Courses selected should support the area in which the student wishes to focus their degree	17-18
Environmental Health Semester Block	MSSU core courses; can be taken in any order based on semester block that is currently available online or on-site at MSSU	43
Internship	Can be taken during any semester at MSSU, but requires pre-planning with MSSU faculty prior to enrollment	2

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Health Sciences (AS)

Degree Type: Associate of Science Degree

Contact: Kim Shackelford kshackleford@trcc.edu

Purpose: The AS in Health Sciences is designed so that students can take general education requirements for Health Science programs, including Nursing, Medical Laboratory Technology, Occupational Therapy Assistant, and Physical Therapist Assistant.

FIRST YEAR

Fall Semester			Hours	
BIOL	231	Anatomy & Physiology I	4	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
MATH	103/153	Intermediate Algebra - or -	4	
MATH	163	College Algebra	3	
TOTAL HOURS			13-14	

Spring Semester			Hours	
BIOL	232	Anatomy & Physiology II	4	
IST	100	Computer Applications	3	
MATH	163	College Algebra - or -	3	
MATH	223	Probability and Statistics	3	
PSYC	243	Human Development Across the Lifespan	3	
SOCI	111	General Sociology	3	
TOTAL HOURS			16	

Elective Block Options

ENGL	281	Old Testament Literature*	3	
ECON	211	Principles of Macroeconomics***	3	
HIST	111	American History to 1877*** - or -	3	
HIST	112	American History since 1877***	3	
HIST	121	World Civilization to the Renaissance*** - or -	3	
HIST	122	World Civilization since the Renaissance	3	
PHIL	243	Religions of the World**	3	

*Hannibal-LaGrange University option

**Central Methodist University option

***Southeast Missouri State University option

SECOND YEAR

Fall Semester			Hours	
CHEM	111	Introductory Chemistry	5	
ENGL	112	Advanced College Writing	3	
PSYC	111	General Psychology	3	
		Elective	4	
TOTAL HOURS			15	

Spring Semester			Hours	
ENGL	210	Introduction to Literature	3	
SCOM	110	Public Speaking	3	
		Elective (Choose an Option Below)	3	
		Fine Arts Elective	3	
		Elective	3	
TOTAL HOURS			15	

Fine Arts Elective(s)

ARTS	123	History and Appreciation of Art	3	
MUSC	123	History and Appreciation of Music	3	
THEA	120	History and Appreciation of Theatre	3	
THEA	122	History and Appreciation of Film	3	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Medical Laboratory Technology (AAS)

Degree Type: Associate of Applied Science Degree

Contact: Dionne Thompson dthompson@trcc.edu

Purpose: Career and Technical Education. The Medical Laboratory program at Three Rivers College was developed to meet the increasing demand in the area for highly competent medical laboratory technicians. The purpose of this associate degree program is to prepare selected individuals to achieve an Associate of Applied Science degree, to be eligible to apply for national certification in Medical Laboratory Technology, and to demonstrate professional behaviors and technical skills required in today's healthcare laboratories.

Both general education and medical laboratory technology courses are included in the program of study; clinical laboratory experiences are planned in local healthcare facilities under the direct guidance of the Medical Laboratory Technology faculty. Health care facilities utilized for this program are:

- Poplar Bluff Regional Medical Center
- Kneibert Clinic—Poplar Bluff
- John J. Pershing Veterans Administration Medical Center—Poplar Bluff
- Missouri Delta Medical Center—Sikeston
- St. Francis Medical Center—Cape Girardeau
- Pemiscot Memorial Hospital Health Systems—Hayti
- Parkland Health Center—Farmington

The program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 N. River Rd., Suite 720, Rosmont, IL 60018, 773-714-8880. Employment placement rates for 2012, 2013, and 2014 were 100%.

NOTE: MLT students are required to have one physical examination prior to the beginning of the second-year classes. Students must meet certain criteria for clinical practice in agencies, including, but not limited to, random or for-cause drug screenings, negative pre-admission drug screen, and criminal background check.

Students must be able to function with sufficient manual dexterity, visual acuity, and communication skills to meet job requirements, including drawing blood, manipulating specimens and equipment, viewing details under a microscope (including color differentiation), performing quality control measures, operating technical instruments, validating the results, and communicating clearly with patients, families, and healthcare team members.

Admission Criteria

Because of the number and nature of laboratory courses, it is recommended, but NOT required, that applicants complete the general education requirements of the program while awaiting the next admissions cycle.

1. To become an eligible applicant, each individual must have on file no later than May 1 of even numbered years:

- Completed college application.
- ACCUPLACER, ACT, or SAT scores (current within 2 years), for placement in math and English courses.
- Final high school transcript or high school equivalency certificate.
- Transcripts of all previous university/college/technical school courses.
- Completed MLT application.

Both the college application and MLT application are at www.trcc.edu/admissions/application.php. Hand delivered applications must be received in the MLT Office by 4 p.m. on May 1 or the next Three Rivers business day if the deadline falls on either a weekend or holiday. Applications received by mail or other traceable means must be postmarked by midnight on the appropriate deadline dates.

2. Minimum requirements for initial screening of applicants:

- Completion of all prerequisite courses with a grade of "B" or better or "credit":

Prerequisite Courses		Grade Required
CHEM 111	Introductory Chemistry (includes lab)	Grade of "B" or better
MATH 103/153	Intermediate Algebra	Grade of "C" or better

- Completion of a minimum cumulative grade point average (GPA) of 2.0 on all hours attempted.
- Satisfactory performance on the Test of Essential Academic Skills Test (TEAS V). **Minimum of 50th percentile composite scored. TEAS V scores must be current within two years of application deadline.**

3. Applicants will be notified by letter of their admission status. Final admission is contingent upon submission of a satisfactory confidential medical history and physical exam, a negative drug screen, and a negative criminal background check.

NOTE: Eligible applicants who are residents of the college district will be given preference for admission. See statement on residence elsewhere in this catalog.

In addition to the college tuition and fees, MLT students will be charged \$15 per academic year for student malpractice insurance, \$75 per credit hour for MDLB courses, and \$65 per semester for lab supplies, name badges, photos, and registry review.

Progression and Retention Policy

1. Students must maintain a cumulative grade point average of 2.0 throughout their enrollment in the MLT program in accordance with college policies regarding academic standing as outlined in the current Three Rivers Catalog under ACADEMIC STANDING.

2. Students must achieve a minimum grade of "C", as well as a satisfactory grade for the clinical component, of each MLT course. In the instructional Med Lab courses, a laboratory evaluation of the following percentages must be achieved.

Hematology	70%
Introduction to Laboratory Sciences	70%
Microbiology	70%
Chemistry Instrumentation	70%
Immunohematology	80%
Immunology	70%
Clinical Chemistry	70%

In the clinical practicum courses, a 70% must be achieved on behavior/performance evaluation and all competencies must be completed. A grade of unsatisfactory as defined above will result in a non-passing grade for the course regardless of the theory grade.

3. Students must achieve a minimum grade of "C" in MLT related courses. Related courses are defined as: Anatomy and Physiology I and II, Organic Chemistry, Introduction to Chemistry, and Intermediate Algebra.

4. Any student who earns a final grade lower than "C" in any MLT or MLT-related course must repeat the course and earn a final grade of "C" or higher before that course can be used as a prerequisite for any other MLT course or before that student can graduate from the program. Students who must repeat a course will be admitted to that course on a space-available basis.

FIRST YEAR

Fall Semester			Hours	
MDLB	118	Hematology and Coagulation	5.5	
MDLB	115	Introduction to Laboratory Science	1	
ENGL	111	College Writing	3	
CHEM	240	Basic Organic Chemistry	5	
TOTAL HOURS			14.5	

Spring Semester			Hours	
MDLB	128	Clinical Microbiology	4.5	
GOVT	121	National and State Government	3	
BIOL	231	Anatomy and Physiology I	4	
MDLB	138	Immunohematology	5	
TOTAL HOURS			16.5	

Summer Term			Hours	
BIOL	232	Anatomy and Physiology II	4	
		Psychology or Sociology	3	
IST	100	Computer Applications	3	
TOTAL HOURS			10	

SECOND YEAR

Fall Semester			Hours	
MDLB	248	Clinical Chemistry	4.5	
Two (2) of the following				
MDLB	296	Hematology/Coagulation Clinical Practicum ⁽¹⁾	4	
MDLB	297	Clinical Chemistry Practicum ⁽¹⁾	4	
MDLB	298	Immunohematology Clinical Practicum ⁽¹⁾	4	
MDLB	299	Microbiology Clinical Practicum ⁽¹⁾	4	
TOTAL HOURS			12.5	

Spring Semester			Hours	
MDLB	245	Laboratory Sciences Seminar	1.5	
MDLB	228	Immunology	3	
Two (2) of the following				
MDLB	296	Hematology/Coagulation Clinical Practicum ⁽¹⁾	4	
MDLB	297	Clinical Chemistry Practicum ⁽¹⁾	4	
MDLB	298	Immunohematology Clinical Practicum ⁽¹⁾	4	
MDLB	299	Microbiology Clinical Practicum ⁽¹⁾	4	
TOTAL HOURS			12.5	

⁽¹⁾Two of the four courses are completed in the fall semester and the remaining two in the spring semester. Courses are four weeks in length.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Nursing (AAS)

Degree Type: Associate of Applied Science Degree

Contact: Kim Shackelford kshackelford@trcc.edu

LPN-RN Bridge Contact: Michelle Hall nhall@trcc.edu

Purpose: Career and Technical Education. The purpose of this nursing program is to prepare students to achieve an Associate of Applied Science degree, to apply for licensure by examination* as a registered nurse, and to use the nursing process in providing safe and effective nursing care for clients in structured primary or secondary care settings.

Both general education and nursing education courses are included in the program of study; clinical laboratory experiences are planned in local health care facilities under the direct guidance of the Nursing faculty. Students enrolled in the nursing program have the same privileges and responsibilities accorded all students of the College.

The Poplar Bluff Associate Degree Nursing Program and the Sikeston LPN-RN Bridge program are conditionally approved by the Missouri State Board of Nursing 573-751- 0681: www.pr.mo.gov. The program is accredited by the

Accreditation Commission for Education in Nursing (ACEN)

3343 Peachtree Road, Suite 850

Atlanta, GA 30326

404-975-5000

www.acenursing.org.

NOTE: Nursing students are required to have two physical examinations, one as part of the admission process and the second prior to the beginning of second-year classes. Students must meet certain health criteria for clinical practice in agencies, including, but not limited to, random or for-cause drug screening. Students are required to be certified at the BLS for Healthcare Providers (BLS-HCP) level. Proof of successful completion of the BLS-HCP course must be in the form of an official CPR card document issued by an authorized AHA or Red Cross Training Center. Cards issued by private companies that state the course was “taught in accordance with AHA (or Red Cross) guidelines” are not sufficient evidence of course completion and will not satisfy this requirement.

*The requirements for licensure, as set forth in the Missouri Statutes 335 RSMo 2015 9th Nurse Practice Act, include being of good moral character, completion of the high school course of study or the equivalent, successful completion of the basic professional nursing curriculum in an approved school of nursing (however, successful completion does not guarantee eligibility to take the licensure examination). + Non-English speaking candidates are required to submit evidence of proficiency in the English language. There are also questions related to adjudication of any crime other than traffic violations, including unlawful use or possession of controlled substances or alcoholic beverages to an extent that one is impaired, fraud, dishonesty, acts of violence, bribery, deception, misconduct, insanity, incompetence, and placement on employee disqualification lists by a state or federal agency. Affirmative answers may result in the applicant being denied access to the licensure examination by the State Board of Nursing. For further information, consult the department chair.

+The requirements for nursing licensure are set forth in Missouri Statutes 335.066 and 335.046.1, a paper copy of which is available from the Three Rivers Nursing Department. An electronic copy can be found at www.trcc.edu.

Admission Criteria

All candidates must meet the regular admission requirements as stated in the current catalog:

To become an eligible nursing applicant, each individual must have the following on file in the admissions office no later than **March 1 for the Poplar Bluff day program and Evening LPN-RN Bridge program, May 1 for the Poplar Bluff evening program, September 1 for the Sikeston and Poplar Bluff Day LPN-RN Bridge program**

- Completed college application;
- ACCUPLACER, ACT, or SAT scores (current within 2 years) for placement in math and English courses;
- Final high school transcript or high school equivalency certificate;
- Transcripts of all previous university/college/technical schools; and
- Completed current nursing application.

Both the college application and the nursing application can be found at www.trcc.edu/admissions/application.php. Hand delivered applications must be received in the Poplar Bluff or Sikeston Nursing Office by 4 p.m. on the appropriate deadline date or the next Three Rivers College business day if the deadline falls on either a weekend or a holiday. Applications received by mail or other traceable means must be postmarked by midnight on the appropriate deadline dates.

The Nursing Admissions Committee uses the following minimum requirements for the initial screening of applicants:

1. Applicants will be required to have a “B” or higher in Intermediate Algebra, Anatomy and Physiology I, and Anatomy and Physiology II.
2. Cumulative Grade Point Average (GPA) of 2.00, or if current high school student, with no college GPA, rank in the upper one third of their high school graduating class.
3. Satisfactory performance on the NLN Pre-Admission Examination-RN (minimum 68th percentile “AD” composite score or 110 composite score). NLN scores must be current within two years of application deadline. Students can register at www.ondemand.questionmark.com/400030/ext/nlntesting/user. Examination must be completed by application deadline.

In the event that two or more applicants receive the same composite percentile score, the applicants will be ranked according to the NLN verbal ability category score, and then, if necessary, by the NLN science category score, and finally math category score. Selection as an alternate does not guarantee admission into the program or placement into the following year’s selection process. Selected alternates remain eligible by completion of pre-nursing courses with a maintained cumulative GPA of 2.75. Alternates will replace students in the ranked order as space becomes available and will be notified by letter. If not granted admission, the alternate must reapply.

Transfer Requests must be received in writing by May 1 for fall courses and by December 1 for spring courses for credential evaluation. Contact the Nursing Department for transfer packets and instructions. Readmission requests must be received in writing by the finals week of the current semester from which the student has failed or withdrawn.

Applicants will be notified of their admission status by letter. Individuals selected are required to have a physical examination, preadmission drug screen and criminal background check prior to starting their first nursing course. Final admission is contingent upon submission of a satisfactory confidential medical history and examination, negative drug screen, a negative criminal background check, and completion of pre-nursing courses with a cumulative GPA of 2.75 or higher (see curriculum guide).

LPN-RN Bridge applicants must meet the same admission criteria as other nursing applicants. To qualify, the selected student must additionally:

- Have an active, unencumbered license as a Licensed Practical Nurse with privileges to practice in the state of Missouri. (Applicants that have an authorization to test for the NCLEX-PN may apply pending successful completion of the licensure exam).
- Demonstrate satisfactory performance on the screening assessment.

In addition to the College tuition and fees, nursing students will be charged \$15 per academic year for malpractice insurance, \$175 per credit hour clinical fee for courses with clinical components, and \$50 per credit hour fee for nursing courses to cover the cost of lab supplies, computerized testing, photos, school pins, and the NCLEX live review, and \$25 per credit hour simulation lab fee for all nursing courses with a clinical component to cover the cost of maintenance, consumables, and software updates.

Progression and Retention Criteria

1. Students must maintain a cumulative GPA of 2.0 throughout their enrollment in the nursing program. Students must also comply with college policies regarding probation and suspension, as outlined in the Three Rivers College Catalog.
2. In order to progress in the nursing sequence:
 - a. Students must achieve satisfactory clinical performance, satisfactory skills lab performance, and a minimum grade of “C” for each nursing course in order to progress to the next nursing course.
 - b. Students failing to achieve satisfactory clinical performance or skills laboratory performance will receive a course grade of “F” regardless of the grade in the theory portion of the course.
 - c. A student can fail or withdraw from a nursing course one time. A student can only be readmitted to the nursing program one time. A student who fails or withdraws from more than one nursing course (whether in the same semester or different semesters) is ineligible for readmission.
 - d. Students must achieve a minimum grade of “B” in nursing related courses, including Anatomy and Physiology I and II and Intermediate Algebra.
 - e. Supporting general education courses must be taken in the sequence listed in the student’s program option (refer to curriculum outlines) if not completed before acceptance into the nursing program.

Nursing Day Program Curriculum

Summer Term				Hours
BIOL	231	Anatomy and Physiology I	4	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
MATH	103/153	Intermediate Algebra	4	
TOTAL HOURS			14	

FIRST YEAR

Fall Semester				Hours
BIOL	232	Anatomy and Physiology II	4	
NURS	109	Critical Thinking in Nursing	2	
NURS	116	Foundations of Nursing	7	
TOTAL HOURS			13	

Spring Semester				Hours
NURS	128	Mental Health Nursing	3	
NURS	129	Medical Surgical Nursing I	6	
NURS	135	Pharmacology for Nurses	3	
TOTAL HOURS			12	

SECOND YEAR

Fall Semester				Hours
NURS	218	Maternal and Child Health Nursing	3	
NURS	219	Medical Surgical Nursing II	7	
PSYC	243	Human Development Across the Lifespan	3	
TOTAL HOURS			13	

Spring Semester				Hours
NURS	238	Medical Surgical Nursing III	5	
NURS	239	Preceptor in Nursing	3	
NURS	245	Transition Into Professional Nursing	4	
TOTAL HOURS			12	

General Education Credit: 21
 Nursing Education Credit: 43
TOTAL CREDIT HOURS: 64

Nursing Evening Program Curriculum

FIRST YEAR

Fall Semester				Hours
BIOL	231	Anatomy and Physiology I	4	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
MATH	103/153	Intermediate Algebra	4	
TOTAL HOURS			14	

Spring Semester				Hours
BIOL	232	Anatomy and Physiology II	4	
NURS	109	Critical Thinking in Nursing	2	
NURS	116	Foundations of Nursing	7	
TOTAL HOURS			13	

Fall Semester				Hours
NURS	128	Mental Health Nursing	3	
NURS	129	Medical Surgical Nursing I	6	
NURS	135	Pharmacology for Nurses	3	
TOTAL HOURS			12	

SECOND YEAR

Spring Semester				Hours
NURS	218	Maternal and Child Health Nursing	3	
NURS	219	Medical Surgical Nursing II	7	
PSYC	243	Human Development Across the Lifespan	3	
TOTAL HOURS			13	

Fall Semester				Hours
NURS	238	Medical Surgical Nursing III	5	
NURS	239	Preceptor in Nursing	3	
NURS	245	Transition Into Professional Nursing	4	
TOTAL HOURS			12	

General Education Credit: 21
 Nursing Education Credit: 43
TOTAL CREDIT HOURS: 64

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

LPN-RN Bridge - Day & Sikeston

Spring Semester				Hours
BIOL	231	Anatomy and Physiology I	4	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
MATH	103/153	Intermediate Algebra	4	
TOTAL HOURS			14	

Summer Term				Hours
BIOL	232	Anatomy and Physiology II	4	
NURS	108	LPN-RN Bridge	4	
TOTAL HOURS			8	

Fall Semester				Hours
NURS	218	Maternal and Child Health Nursing	3	
NURS	219	Medical Surgical Nursing II	7	
PSYC	243	Human Development Across the Lifespan	3	
TOTAL HOURS			13	

Spring Semester				Hours
NURS	238	Medical Surgical Nursing III	5	
NURS	239	Preceptor in Nursing	3	
NURS	245	Transition into Professional Nursing	4	
TOTAL HOURS			12	

Articulated Credit				
NURS	116	Foundations of Nursing	6	
NURS	135	Pharmacology for Nurses	3	
NURS	128	Mental Health Nursing	3	
NURS	129	Medical Surgical Nursing I	5	

General Education Hours: 21
 Nursing Hours: 26
 Articulated Credit: 17
TOTAL CREDIT HOURS: 64

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

LPN-RN Bridge - Evening

Summer Term				Hours
BIOL	231	Anatomy and Physiology I	4	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
MATH	103/153	Intermediate Algebra	4	
TOTAL HOURS			14	

Fall Semester				Hours
BIOL	232	Anatomy and Physiology II	4	
NURS	108	LPN-RN Bridge	4	
TOTAL HOURS			8	

Spring Semester				Hours
NURS	218	Maternal and Child Health Nursing	3	
NURS	219	Medical Surgical Nursing II	7	
PSYC	243	Human Development Across the Lifespan	3	
TOTAL HOURS			13	

Fall Semester				Hours
NURS	238	Medical Surgical Nursing III	5	
NURS	239	Preceptor in Nursing	3	
NURS	245	Transition into Professional Nursing	4	
TOTAL HOURS			12	

Articulated Credit				
NURS	116	Foundations of Nursing	6	
NURS	135	Pharmacology for Nurses	3	
NURS	128	Mental Health Nursing	3	
NURS	129	Medical Surgical Nursing I	5	

General Education Hours: 21
 Nursing Hours: 26
 Articulated Credit: 17
TOTAL CREDIT HOURS: 64

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Occupational Therapy Assistant (AAS)

Degree Type: Associate of Applied Science Degree

Contact: Dr. Staci Campbell scampbell@trcc.edu

Purpose: The Occupational Therapy Assistant program is a one-plus-one degree program which prepares students to practice as Certified Occupational Therapy Assistants (COTA) after meeting certification and state licensure standards. Three Rivers College is one of five colleges in the Missouri Health Professions Consortium (MHPC) currently selected to offer the program coordinated through the University of Missouri. Three Rivers offers and enrolls students in the general education coursework; sophomore level (professional level) coursework typically originates from a classroom in Columbia, MO, and is conveyed to Three Rivers' students via interactive television and internet based technology. Through the combination of general education, professional level coursework, classroom and laboratory practice, and clinical fieldwork experiences, students will learn the profession of occupational therapy assistant. Travel to other campuses for laboratory practice will be required. The professional year does not run on a traditional academic cycle. Classes will begin the Monday after New Year's Day and will run through the end of the fall semester. Completion of professional coursework takes one full calendar year.

FIRST YEAR

Spring Semester

			Hours
BIOL	231	Anatomy and Physiology I	4
ENGL	111	College Writing	3
MATH	103/153	Intermediate Algebra	4
PSYC	111	General Psychology	3
ALHE	125	Medical Terminology	1
TOTAL HOURS			15

Fall Semester

			Hours
BIOL	232	Anatomy and Physiology II	4
SCOM	110	Public Speaking –or- Human Communication	3
SCOM	101		
PSYC	243	Human Development Across the Lifespan	3
GOVT	121	National and State Government	3
SOCI	111	General Sociology	3
TOTAL HOURS			16

Accreditation

The MHPC OTA Program has been granted accreditation by the Accreditation Council for Occupational Therapy Education (ACOTE), the accrediting body of the American Occupational Therapy Association (AOTA). Following successful completion of coursework and passing of the certification exam, individuals will be a Certified Occupational Therapy Assistant (COTA). Even with successful coursework completion students may be prohibited from sitting for the NBCOT Certification Exam if they have a felony conviction. In Missouri, state licensure is required in order to practice and acquisition of a license is contingent upon passing the NBCOT Certification Exam. For more information regarding accreditation, please contact: ACOTE, c/o Accreditation Department, American Occupational Therapy Association (AOTA), 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3449, phone: 301-652-2682, TDD: 800-377-8555. www.acoteonline.org accred@aota.org

Admission Process

Enrollment in the MHPC Occupational Therapy Assistant program is selective and an informational packet with application materials is available online (www.trcc.edu/admissions/application.php) or at the Three Rivers campus. Students must complete all general education coursework PRIOR to entry into the professional level program. However, students can complete coursework in the semester prior to the start of the program; under these circumstances, program admission would be contingent upon successful completion of general education prerequisite coursework and maintenance of the required 2.5 GPA. Transcript evidence of satisfactory completion of general education/prerequisite coursework must be received with the application packet. Three Rivers may not be able to offer admission to all qualified applicants. Only students meeting all admission criteria and submitting completed application packets within the established time frame will be considered. The Selection Committee meetings are conducted the summer before the start of the professional year. Admission decisions of the Selection

SECOND YEAR

Spring Semester

			Hours
OTA	200	Foundations of Occupational Therapy	4
OTA	205	Medical Conditions in Occupational Therapy	3
OTA	210	Analysis of Occupations	2
OTA	215	Mental Health and Psychosocial Practice	4
OTA	220	Pediatric and Adolescent and Practice	4
TOTAL HOURS			17

Summer Semester

			Hours
OTA	250	Functional Kinesiology	2
OTA	255	Physical Disabilities Practice	4
OTA	260	Community Practice	3
OTA	265	Ethics, Management, and Leadership	3
OTA	270	Professional Skills	3
TOTAL HOURS			15

Fall Semester

			Hours
OTA	290	Level II A Fieldwork	8
OTA	295	Level II B Fieldwork	8
TOTAL HOURS			16

Total Hours: 79 credit hours

Committee are final. Applicants will receive a letter regarding admissions status following committee review. **Application Deadline: May 31**

Transfer Options

This degree will articulate to a Bachelor of Health Science (BHS) degree at the University of Missouri-Columbia (UMC). While a bachelor's degree is not required to practice as an OTA, 60 credit hours will transfer to UMC if graduates wish to pursue their additional degree.

Practical Nurse (One-Year Certificate)

Certificate Type: One Year

Contact: Kennett Option - Kelly Bowling kbowling@trcc.edu

Poplar Bluff Option – Dr. Staci Campbell scampbell@trcc.edu

Purpose: Career and Technical Education. The purpose of this nursing program is to prepare students to achieve a one-year certificate, to apply for licensure by examination as a Licensed Practical Nurse, and to use the nursing process in providing safe and effective nursing care for clients in structured primary and secondary care settings.

Nursing education courses are included in the program of study; clinical laboratory experiences are planned in local healthcare facilities under the direct guidance of the nursing faculty. Students enrolled in the nursing program have the same privileges and responsibilities afforded all students of the college.

Three Rivers College's Practical Nursing program is fully approved by the Missouri State Board of Nursing: 573-751-0681, www.pr.mo.gov.

Note: Nursing students are required to have a physical examination. Students must meet certain health criteria for clinical practice in agencies, including, but not limited to, random or for-cause drug screening. CPR certification valid through the academic year is required of all students. Nursing students are also required to submit a criminal background check and negative pre-admission drug screen.

Admission Process

1. Must be 18 years of age (at the start of the program)
2. Minimum GPA 2.0 (high school or college, most current will be used)
3. High school diploma, or equivalency certificate
4. Minimum TEAS Composite Percentage Score of 58%
5. Complete a short questionnaire

Class will be selected using the following formula:

- TEAS Composite Percentage Score = 40%
- TEAS Reading Comprehension Score = 50%
- Short Questionnaire = 10%

In addition to the college tuition and fees, nursing students will be charged \$15 per academic year for malpractice insurance, \$85 per course fee, and \$85 per credit hour clinical fee for nursing courses to cover the cost of lab supplies, computerized testing, photos, school pin, and the NCLEX live review.

Kennett Option

Summer Semester			Hours	
PSYC	243	Human Development Across Lifespan**	3	
TOTAL HOURS			3	

First Block			Hours	
PNRS	105	Personal and Vocational Concepts	3	
PNRS	107	Body Structure and Function*	5.5	
PNRS	115	Fundamentals of Nursing	12.25	
PNRS	117	Intravenous Therapy	.75	
PNRS	127	Mental Health	3	
TOTAL HOURS			24.5	

Second Block			Hours	
PNRS	116	Pediatric Nursing	3	
PNRS	118	Medical Surgical Nursing I	7	
PNRS	119	Medical Surgical Nursing II	7	
PNRS	125	Maternal/Newborn Nursing	3	
PNRS	126	Pharmacology	4	
PNRS	128	Leadership and Management	3.5	
TOTAL HOURS			27.5	

*Option for PNRS 107 (Must Complete Both)			Hours	
BIOL	231	Anatomy and Physiology I**	4	
BIOL	232	Anatomy and Physiology II**	4	
TOTAL HOURS			8	

**These courses require an "A" or "B" for progression in the Practical Nursing Program.

Poplar Bluff Option

First Block			Hours	
PNRS	105	Personal and Vocational Concepts	3	
PNRS	107	Body Structure and Function*	5.5	
PNRS	115	Fundamentals of Nursing	12.25	
PNRS	117	Intravenous Therapy	.75	
PNRS	125	Maternal/Newborn Nursing	3	
TOTAL HOURS			24.5	

Second Block			Hours	
PSYC	243	Human Development Across the Lifespan**	3	
PNRS	118	Medical Surgical Nursing I	7	
PNRS	126	Pharmacology	4	
TOTAL HOURS			14	

Second Block			Hours	
PNRS	116	Pediatric Nursing	3	
PNRS	119	Medical Surgical Nursing II	7	
PNRS	127	Mental Health	3	
PNRS	128	Leadership and Management	3.5	
TOTAL HOURS			16.5	

*Option for PNRS 107 (Must Complete Both)			Hours	
BIOL	231	Anatomy and Physiology I**	4	
BIOL	232	Anatomy and Physiology II**	4	
TOTAL HOURS			8	

**These courses require an "A" or "B" for progression in the Practical Nursing Program.

[Gainful Employment Disclosure](#)

Pre-Health Medicine (AS)

Degree Type: Associate of Science Degree—University Parallel Major

Contact: Dr. Kimberly Wiseman kwiseman@trcc.edu

Purpose: Transfer. The Associate of Science degree, Pre-Health Medicine concentration, includes the courses needed to prepare the student for the University of Missouri-Columbia's BS in Biology, Veterinary, and Medical programs.

FIRST YEAR

Fall Semester			Hours	
BIOL	231	Anatomy and Physiology I	4	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
MATH	163	College Algebra	3	
MATH	164	Trigonometry	3	
TOTAL HOURS			16	

Spring Semester			Hours	
BIOL	232	Anatomy and Physiology II - or -	4	
BIOL	253	Microbiology		
CHEM	121	General Chemistry I	5	
ENGL	112	Advanced College Writing	3	
MATH	171	Analytic Geometry and Calculus I	5	
TOTAL HOURS			17	

SECOND YEAR

Fall Semester			Hours	
CHEM	240	Basic Organic Chemistry	5	
PHYS	211	General Physics I	5	
PSYC	111	General Psychology	3	
SOCI	111	General Sociology	3	
TOTAL HOURS			16	

Spring Semester			Hours	
BIOL	190	Biology for Majors	5	
CHEM	122	General Chemistry II	5	
PHYS	212	General Physics II	5	
TOTAL HOURS			15	

For those pursuing the BS in Biology at the University of Missouri-Columbia, 12-13 credit hours of the same foreign language or high school equivalent is recommended.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Pre-Optometry (AS)

Degree Type: Associate of Science Degree—University Parallel Major

Contact: Michael DeAngelo mdeangelo@trcc.edu

Purpose: Transfer. The AS in Pre-Optometry is designed so that students in our service area can take the basic pre-optometry requirements through Three Rivers College. Students would then transfer to the University of Missouri St. Louis (UMSL) to complete their undergraduate requirements prior to taking the Optometry Admission Test (OAT) and admission into the Doctor of Optometry degree program at UMSL College of Optometry. The OAT consists of four tests: Survey of the Life Sciences (Biology, General Chemistry, and Organic Chemistry), Reading Comprehension, Physics, and Quantitative Reasoning.

FIRST YEAR

Fall Semester				Hours
ENGL	111	College Writing	3	
CHEM	121	General Chemistry I	5	
MATH	223	Probability and Statistics	3	
PSYC	111	General Psychology	3	
TOTAL HOURS			14	

Spring Semester				Hours
ENGL	112	Advanced College Writing	3	
BIOL	190	Biology for Majors	5	
CHEM	122	General Chemistry II	5	
MATH	171	Analytic Geometry and Calculus I	5	
TOTAL HOURS			18	

SECOND YEAR

Fall Semester				Hours
BIOL	231	Anatomy and Physiology I	4	
CHEM	240	Basic Organic Chemistry	5	
PHYS	211	General Physics I	5	
PSYC	243	Human Development Across the Lifespan	3	
TOTAL HOURS			17	

Spring Semester				Hours
BIOL	253	Microbiology	4	
GOVT	121	National and State Government	3	
PHYS	212	General Physics II	5	
BMGT	239	Entrepreneurship -or-	3	
ACCT	211	Principles of Accounting -or-		
BUAD	120	Introduction to Business		
TOTAL HOURS			15	

NOTE: The following course is required by the University of Missouri St. Louis (UMSL) School of Optometry – Organic Chemistry I (with lab). It is strongly recommended that students take Biochemistry and Cell Biology prior to taking the OAT.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Pre-Pharmacy (AS)

Degree Type: Associate of Science—University Parallel Major

Contact: Dr. Amy Kopf akopf@trcc.edu

Purpose: The AS in Pre-Pharmacy is designed so that students in our service area can take the basic pre-pharmacy requirements through Three Rivers College. Students would then transfer to UMKC to complete their undergraduate requirements prior to taking the Pharmacy Admissions Test (PCAT) and admission into the Doctor of Pharmacy degree program at UMKC's School of Pharmacy. The PCAT tests the following areas; Writing, Verbal Ability, Reading Comprehension, Biology (General Biology, Microbiology, Anatomy & Physiology), Chemistry (General, Organic), and Mathematics (Algebra, Calculus, Statistics).

FIRST YEAR

Fall Semester				Hours
ENGL	111	College Writing	3	
SCOM	110	Public Speaking	3	
CHEM	121	General Chemistry I	5	
GOVT	121	National and State Government	3	
TOTAL HOURS			14	

Spring Semester				Hours
BIOL	190	Biology for Majors	5	
ENGL	112	Advanced College Writing	3	
CHEM	122	General Chemistry II	5	
MATH	171	Analytic Geometry and Calculus I	5	
TOTAL HOURS			18	

SECOND YEAR

Fall Semester				Hours
BIOL	231	Anatomy and Physiology I ⁽¹⁾	4	
BIOL	221	General Zoology	5	
PHYS	211	General Physics I	5	
TOTAL HOURS			14	

Spring Semester				Hours
BIOL	232	Anatomy and Physiology II ⁽¹⁾	4	
BIOL	211	General Botany	5	
BIOL	253	Microbiology	4	
ALHE	125	Medical Terminology	1	
TOTAL HOURS			14	

Recommended Electives

CHEM	240	Basic Organic Chemistry	5	
------	-----	-------------------------	---	--

⁽¹⁾Two semesters of A&P (BIOL 231 and BIOL 232) are equivalent to Human Anatomy.

Note: The following courses required for University of Missouri Kansas City (UMKC) Pre-Pharmacy are not available at Three Rivers – Organic Chemistry I (with lab), Organic Chemistry II (with lab) and Cell Biology. The minimum UMKC GPA requirements are a cumulative 2.75 and science/math 2.5. To be a competitive applicant, students should strive for a 3.6 cumulative and 3.5 or higher science/math; simply meeting the minimum requirement does not guarantee admission.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Pre-Sports Medicine (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Dr. Leslie Gragg lgragg@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Pre-Sports Medicine concentration, is designed for students who plan to transfer to a four-year college or university to major in Sports Medicine.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
MATH	163	College Algebra	3	
PSYC	111	General Psychology	3	
CHEM	121	General Chemistry I	5	
HPER HPER	110	Lifetime Wellness - or - Two P. E. Activities	2	
TOTAL HOURS			16	

Spring Semester			Hours	
ENGL	112	Advanced College Writing	3	
HIST HIST	111 112	American History to 1877 -OR- American History since 1877	3	
SCOM	110	Public Speaking	3	
		Humanities Gen Ed course	3	
HPER	123	First Aid	2	
		General Elective	3	
TOTAL HOURS			17	

SECOND YEAR

Fall Semester			Hours	
ENGL		Literature Elective	3	
BIOL	231	Anatomy & Physiology I	4	
IST	100	Computer Applications	3	
PHIL	200	Introduction to Philosophy	3	
ECON	211	Principles of Macroeconomics	3	
TOTAL HOURS			16	

Spring Semester			Hours	
CPST	290	General Education Capstone	1	
GOVT	121	National and State Government	3	
SOCI	111	General Sociology	3	
ENGL		Literature Elective	3	
		Valuing Gen Ed course	3	
BIOL	232	Anatomy & Physiology II	4	
TOTAL HOURS			17	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Pre-Dental Hygiene (One-Year Certificate)

Certificate Type: One-Year

Contact: Dr. Leslie Gragg lgragg@trcc.edu

Purpose: Career and Technical Education. This certificate provides the courses needed to prepare the student for Missouri Southern State University's Dental Hygiene Program.

Fall Semester			Hours	
BIOL	231	Anatomy and Physiology I	4	
ENGL	111	College Writing	3	
IST	100	Computer Applications	3	
MATH	163	College Algebra*	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			16	

Spring Semester			Hours	
BIOL	232	Anatomy and Physiology II	4	
BIOL	253	Microbiology	4	
CHEM	121	General Chemistry I	5	
HPER	110	Lifetime Wellness	2	
TOTAL HOURS			15	

MSSU requires that applicants to their Dental Hygiene program earn a grade of "C" or higher in each of these courses, with an overall GPA of 2.75

*MATH 103/153 Intermediate Algebra and CHEM 111 Introduction to Chemistry may be substituted in for the MATH 163 requirement

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Pre-Medical Laboratory (One-Year Certificate)

Certificate Type: One-Year

Contact: Dionne Thompson dthompson@trcc.edu

Purpose: Career and Technical Education. This certificate provides general education courses for students seeking admission to a Medical Laboratory Technology (MLT) program or health-related degree program. This certificate is not required prior to admission into the Three Rivers College's MLT AAS program. (Refer to the Associate of Applied Science Medical Laboratory Technology (MLT) degree plan for admission criteria).

Fall Semester			Hours	
CHEM	111	Introductory Chemistry*	5	
ENGL	111	College Writing	3	
MATH	103/153	Intermediate Algebra	4	
TOTAL HOURS			12	

Spring Semester			Hours	
CHEM	240	Basic Organic Chemistry	5	
BIOL	231	Anatomy and Physiology I	4	
GOVT	121	National and State Government	3	
TOTAL HOURS			12	

Summer Semester			Hours	
BIOL	232	Anatomy and Physiology II	4	
IST	100	Computer Applications	3	
PSYC	111	General Psychology - or -	3	
SOCI	111	General Sociology		
TOTAL HOURS			10	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

* Must achieve a grade of "A" or "B"

Pre-Medicine (One-Year Certificate)

Certificate Type: One-Year

Contact: Dr. Leslie Gragg lgragg@trcc.edu

Purpose: The certificate in Pre-Medicine prepares the student to take the AS in Pre-Pharmacy, the AS in Pre-Optometry, or the AS in Pre-Health Medicine at Three Rivers College.

Fall Semester			Hours	
ENGL	111	College Writing	3	
BIOL	231	Anatomy and Physiology I	4	
MATH	163	College Algebra	3	
PSYC SCOM	111 110	General Psychology ⁽¹⁾ - or - Public Speaking ⁽¹⁾	3	
GOVT	121	National and State Government	3	
TOTAL HOURS			16	

Spring Semester			Hours	
ENGL	112	Advanced College Writing	3	
BIOL	190	Biology for Majors ⁽²⁾ - or -	5	
BIOL	232	Anatomy and Physiology II - or -	4	
BIOL	253	Microbiology	4	
CHEM	121	General Chemistry I	5	
MATH MATH	164 223	Trigonometry ⁽³⁾ - or - Probability and Statistics	3	
TOTAL HOURS			15-16	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

⁽¹⁾Those planning on Pre-Pharmacy should take SCOM 110; those planning to take Pre-Health Medicine or Pre-Optometry should take PSCY 111.

⁽²⁾Those planning on Pre-Pharmacy or Pre-Health Medicine may take BIOL 190, BIOL 232 or BIOL 253; those planning to take Pre-Optometry should take BIOL 190 or BIOL 253.

⁽³⁾Those planning to take Pre-Health Science or Pre-Pharmacy should take MATH 164; those planning to take Pre-Optometry should take MATH 223.

Pre-Nursing (One-Year Certificate)

Certificate Type: One-Year

Contact: Kim Shackelford kshackelford@trcc.edu

Purpose: Career and Technical Education. This certificate provides general education courses for students seeking admission to a nursing program. Admission criteria for the TRC nursing program is listed on the degree page. Completion of this certificate is not required prior to admission in the nursing program nor does it guarantee admission into the nursing program.

Fall Semester			Hours	
BIOL	231	Anatomy and Physiology I	4	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
MATH	103/153	Intermediate Algebra	4	
TOTAL HOURS			14	

Spring Semester			Hours	
BIOL	232	Anatomy and Physiology II	4	
IST	100	Computer Applications	3	
PSYC	243	Human Development Across the Life Span	3	
TOTAL HOURS			10	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Pre-Occupational Therapy Assistant (One-Year Certificate)

Certificate Type: One-Year

Contact: Dr. Staci Campbell scampbell@trcc.edu

Purpose: Career and Technical Education. Program designed to fulfill the general education requirements of the one plus one articulation into the Occupational Therapy Assistant Associate of Applied Science program, a part of the Missouri Health Professions Consortium.

For detailed admission criteria to become an eligible applicant, visit www.trcc.edu/admissions/application.php.

Fall Semester			Hours	
BIOL	231	Anatomy and Physiology I	4	
ENGL	111	College Writing	3	
MATH	103/153	Intermediate Algebra	4	
PSYC	111	General Psychology	3	
ALHE	125	Medical Terminology	1	
TOTAL HOURS			15	

Spring Semester			Hours	
BIOL	232	Anatomy and Physiology II	4	
SCOM	110	Public Speaking -or-	3	
SCOM	101	Human Communication		
PSYC	243	Human Development Across the Life Span	3	
GOVT	121	National and State Government	3	
SOCI	111	General Sociology	3	
TOTAL HOURS			16	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

TOTAL CREDIT HOURS: 30



LANGUAGES AND COMMUNICATION





Languages and Communication

Page

138	Communication	AA
139	English	AA
140	Pre-Journalism	AA
141	Spanish	AA



Communication (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Steve Lewis slewis@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Communication concentration, is designed for students who plan to transfer to a 4-year university and major in Communication Studies, Media and Film Studies, Multimedia Journalism, Public Relations, Mass Communication, and other communication programs.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
HIST	111	American History to 1877 - or -	3	
HIST	112	American History since 1877		
MATH	163	College Algebra	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			15	

Spring Semester			Hours	
ENGL	112	Advanced College Writing	3	
		Life or Physical Sciences Gen Ed course (with lab)	5	
MCOM	101	Mass Communication and Society	3	
HPER	110	Lifetime Wellness – or -	2	
HPER		P.E. Activity Courses		
		Elective Course	3	
TOTAL HOURS			16	

SECOND YEAR

Fall Semester			Hours	
SCOM	210	Interpersonal Communications	3	
THEA	122	History and Appreciation of Film	3	
		Life or Physical Science Gen Ed Course	3-5	
		Humanities Gen Ed Course ⁽¹⁾	3	
		Social & Behavioral Sciences Elective	3	
TOTAL HOURS			15-17	

Spring Semester			Hours	
CPST	290	General Education Capstone	1	
SCOM	213	Advanced Public Speaking* - or -	3	
SCOM	243	Argumentation & Debate**		
		Valuing Gen Ed course ⁽¹⁾	3	
		Literature Elective Gen Ed course	3	
		Elective course ⁽¹⁾	3	
		Elective course ⁽¹⁾	3	
TOTAL HOURS			16	

⁽¹⁾Recommended Electives

		Foreign Language course (Humanities Gen Ed)	3	
PHIL	233	Ethics (Valuing Gen Ed)	5	
SOCI	111	General Sociology (Social and Behavioral Sciences Gen Ed)	3	
THEA	120	History and Appreciation of Theatre	3	
THEA	233	Oral Interpretation of Literature	3	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

*Transfers to Southeast Missouri State University

**Transfers to Missouri State University and Arkansas State University

English (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Dr. Carol Swain Lewis clewis@trcc.edu

Purpose: Transfer. The Associate of Arts degree, English concentration, is designed for students who plan to transfer to a four-year college or university to major in ENGLISH or in a PRE-PROFESSIONAL DEGREE program.

FIRST YEAR

Fall Semester			Hours
ENGL	111	College Writing	3
HIST	111	American History to 1877	3
HIST	112	American History since 1877	
PSYC	111	General Psychology	3
SCOM	110	Public Speaking	3
		Foreign Language	3
HPER		P. E. Activity	1
TOTAL HOURS			16

Spring Semester			Hours
ENGL	112	Advanced College Writing	3
		Life or Physical Sciences Gen Ed course	5
		Humanities Gen Ed course ⁽¹⁾	3
		Valuing Gen Ed course	3
		Foreign Language	3
LBSC	100	Managing Information Resources	1
TOTAL HOURS			18

SECOND YEAR

Fall Semester			Hours
ENGL		Literature courses	6
MATH	163	College Algebra	3
		Life or Physical Sciences Gen Ed course	3-5
PHIL	200	Introduction to Philosophy	3
HPER		P. E. Activity	1
TOTAL HOURS			16-18

Spring Semester			Hours
CPST	290	General Education Capstone	1
ENGL		Literature courses	6
GOVT	121	National and State Government	3
		Humanities Electives	6
TOTAL HOURS			16

⁽¹⁾Choose one of the following: THEA 120—History & Appreciation of Theater; THEA 122—History & Appreciation of Film.

Students are urged to acquaint themselves with the requirements of the major department in the college or university to which transfer is contemplated and also to consult with advisors at TRC in planning programs and selecting activities.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Pre-Journalism (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Mark Sanders msanders@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Pre-Journalism concentration, is designed for students who plan to transfer to a four-year college or university to major in JOURNALISM.

FIRST YEAR

Fall Semester			Hours
ENGL	111	College Writing	3
GOVT	121	National and State Government	3
MATH	163	College Algebra	3
HIST	111	American History to 1877 - <i>or</i> -	3
HIST	112	American History since 1877	
		Elementary Foreign Language I ⁽¹⁾	3
HPER		P. E. Activity	1
TOTAL HOURS			16

Spring Semester			Hours
ENGL	112	Advanced College Writing	3
		Life or Physical Sciences Gen Ed course	5
		Humanities Gen Ed course	3
		Valuing Gen Ed course	3
		Elementary Foreign Language II ⁽¹⁾	3
HPER		P. E. Activity	1
TOTAL HOURS			18

SECOND YEAR

Fall Semester			Hours
ENGL		Literature course	3
SCOM	110	Public Speaking	3
ECON	211	Principles of Macroeconomics	3
		Life or Physical Sciences Gen Ed course	3-5
		Intermediate Foreign Language I ⁽¹⁾	3
TOTAL HOURS			15-17

Spring Semester			Hours
CPST	290	General Education Capstone	1
ENGL		Literature course	3
		Intermediate Foreign Language II ⁽¹⁾	3
ECON	212	Principles of Microeconomics	3
		Elective courses	6
TOTAL HOURS			16

⁽¹⁾The language requirement may be waived by a proficiency examination in the foreign language at some journalism schools.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Spanish (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Andrew Rivetti arivetti@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Spanish concentration, is designed for students who plan to transfer to a four-year college or university to major in SPANISH.

FIRST YEAR

Fall Semester			Hours
ENGL	111	College Writing	3
HIST	121	World Civilization to the Renaissance	3
SCOM	110	Public Speaking	3
		Humanities Gen Ed course ⁽¹⁾	3
SPAN	101	Elementary Spanish I	3
HPER		P. E. Activity	1
TOTAL HOURS			16

Spring Semester			Hours
ENGL	112	Advanced College Writing	3
HIST	122	World Civilization since the Renaissance	3
		Life or Physical Sciences Gen Ed course	5
SPAN	102	Elementary Spanish II	3
LBSC	100	Managing Information Resources	1
HPER		P. E. Activity	1
TOTAL HOURS			16

SECOND YEAR

Fall Semester			Hours
ENGL	221	World Literature to 1600	3
MATH	163	College Algebra	3
HIST	111	American History to 1877 - or -	3
HIST	112	American History since 1877	
		Valuing Gen Ed course	3
SPAN	201	Intermediate Spanish I	3
GEOG	111	Regional Eastern World Geography	3
TOTAL HOURS			18

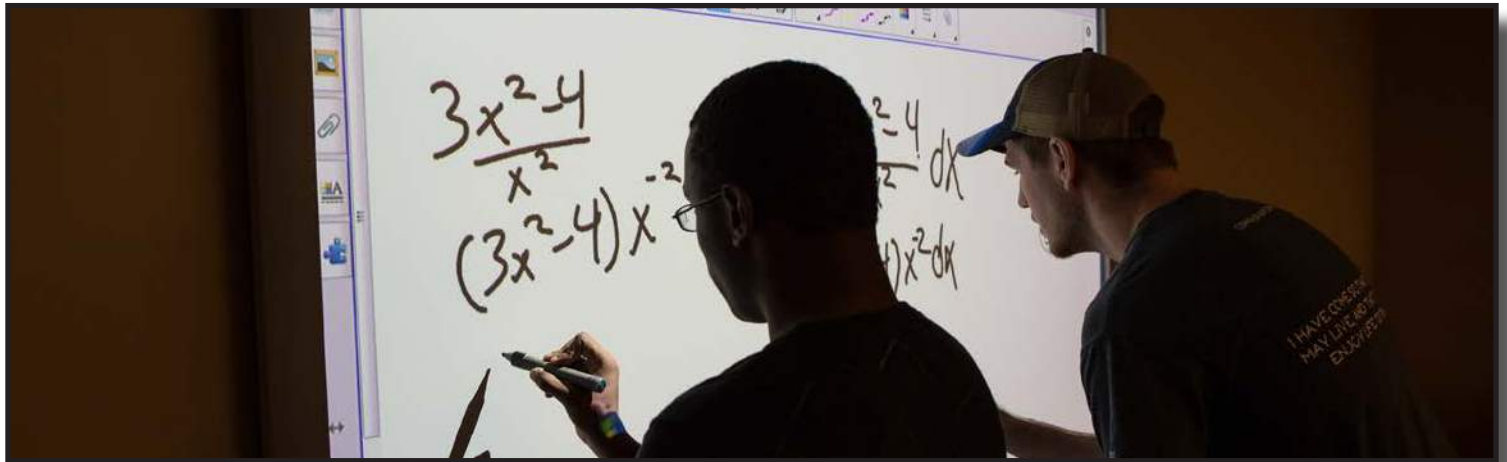
Spring Semester			Hours
CPST	290	General Education Capstone	1
		Life or Physical Sciences Gen Ed course	3-5
GOVT	121	National and State Government	3
SPAN	202	Intermediate Spanish II	3
		Social and Behavioral Sciences Gen Ed course	3
ENGL	222	World Literature since 1600	3
TOTAL HOURS			16-18

⁽¹⁾Choose one of the following: ARTS 123—History & Appreciation of Art; MUSC 123—History & Appreciation of Music; THEA 120—History & Appreciation of Theatre; THEA 122—History & Appreciation of Film.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.



MATH AND SCIENCES

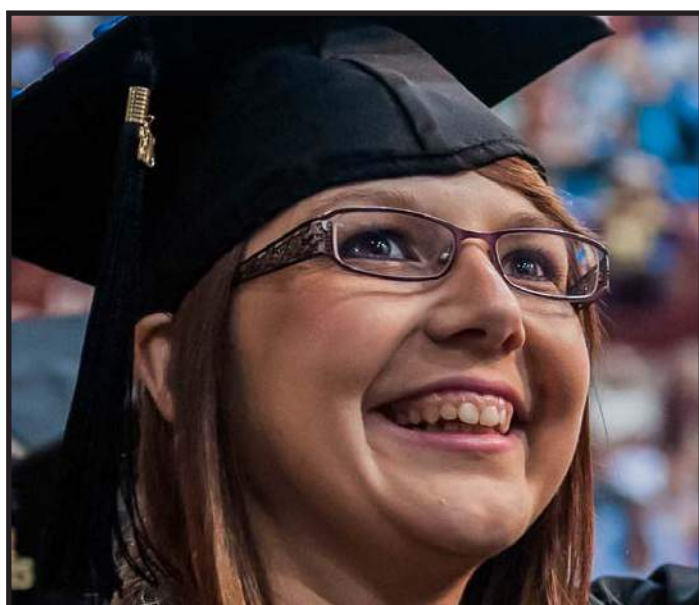




Math and Sciences

Page

144	Biological Sciences	AA
145	Chemistry	AA
146	Forensic Science	AA
147	Mathematics	AA
148	Physical Sciences	AA



Biological Sciences (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Michelle Fisher mfisher@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Biological Sciences concentration, is designed for students who plan to transfer to a four-year college or university to major in Biological Sciences.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
CHEM	121	General Chemistry I	5	
		Humanities Gen Ed course	3	
		Social and Behavioral Sciences Gen Ed course	3	
TOTAL HOURS			17	

Spring Semester			Hours	
ENGL	112	Advanced College Writing	3	
BIOL	190	Biology for Majors ⁽¹⁾	5	
HIST	111	American History to 1877	3	
HIST	112	American History since 1877		
CHEM	122	General Chemistry II	5	
HPER		P. E. Activity	1	
TOTAL HOURS			17	

SECOND YEAR

Fall Semester			Hours	
		Humanities Gen Ed course	3	
CHEM	240	Basic Organic Chemistry	5	
BIOL	221	General Zoology	5	
HPER		P. E. Activity	1	
TOTAL HOURS			14	

Spring Semester			Hours	
CPST	290	General Education Capstone	1	
MATH	171	Analytic Geometry and Calculus I	5	
SCOM	110	Public Speaking	3	
		Humanities Gen Ed course	3	
BIOL	211	General Botany	5	
TOTAL HOURS			17	

⁽¹⁾ For the Biological Sciences concentration, BIOL 190—Biology for Majors meets the VALU General Education requirements.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Chemistry (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Dr. Amy Kopf akopf@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Chemistry concentration, is designed for students who plan to transfer to a four-year college or university to major in Chemistry.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
CHEM	121	General Chemistry I	5	
SCOM	110	Public Speaking	3	
		Humanities and General Education course	3	
TOTAL HOURS			17	

Spring Semester			Hours	
ENGL	112	Advanced College Writing	3	
BIOL	190	Biology for Majors ⁽¹⁾	5	
CHEM	122	General Chemistry II	5	
MATH	171	Analytic Geometry and Calculus I	5	
TOTAL HOURS			18	

SECOND YEAR

Fall Semester			Hours	
		Humanities Gen Ed course	3	
		Social and Behavioral Sciences Gen Ed course	3	
MATH	271	Analytic Geometry and Calculus II	5	
PHYS	211	General Physics I	5	
HPER		P. E. Activity	1	
TOTAL HOURS			17	

Spring Semester			Hours	
CPST	290	General Education Capstone	1	
HIST	111	American History to 1877	3	
HIST	112	American History since 1877		
		Humanities Gen Ed course	3	
MATH	272	Analytic Geometry and Calculus III	5	
HPER		P. E. Activity	1	
TOTAL HOURS			13	

Recommended University Parallel Courses

PHYS	212	General Physics II	5	
CHEM	240	Basic Organic Chemistry	5	

⁽¹⁾ For the Chemistry concentration, BIOL 190—Biology for Majors meets the VALU General Education requirements.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Forensic Science (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Michelle Fisher mfisher@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Forensic Science concentration, is designed for students who plan to transfer to a four-year college or university to major in Forensic Science.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
CHEM	121	General Chemistry I	5	
PSYC	111	General Psychology	3	
		Humanities Gen Ed course	3	
TOTAL HOURS			17	

Spring Semester			Hours	
ENGL	112	Advanced College Writing	3	
MATH	171	Analytic Geometry & Calculus I	5	
CHEM	122	General Chemistry II	5	
CRJU	128	Forensic Science and Criminalists	3	
TOTAL HOURS			16	

SECOND YEAR

Fall Semester			Hours	
SCOM	110	Public Speaking	3	
SOCI	111	General Sociology	3	
ENGL	221	World Literature to 1600	3	
ENGL	222	World Literature since 1600		
HPER	110	Lifetime Wellness	2	
PHYS	101	Physical Science	5	
TOTAL HOURS			16	

Spring Semester			Hours	
CPST	290	General Education Capstone	1	
HIST	111	American History to 1877	3	
HIST	112	American History since 1877		
BIOL	190	Biology for Majors	5	
		Humanities Gen Ed course	3	
ADJU	233	Criminal Investigation	3	
TOTAL HOURS			15	

Additional Suggested Course

CHEM	240	Basic Organic Chemistry	5
------	-----	-------------------------	---

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Mathematics (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Mark Eriksson meriksson@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Mathematics concentration, is designed for students who plan to transfer to a four-year college or university to major in Mathematics.

FIRST YEAR

Fall Semester			Hours
ENGL	111	College Writing	3
HIST	111	American History to 1877 - or -	3
HIST	112	American History since 1877	
CHEM	121	General Chemistry I	5
SCOM	110	Public Speaking	3
BIOL	100	Survey of Biology	3
TOTAL HOURS			17

Spring Semester			Hours
ENGL	112	Advanced College Writing	3
GOVT	121	National and State Government	3
		Humanities Gen Ed course	3
MATH	171	Analytic Geometry and Calculus I	5
HPER		P. E. Activity	1
TOTAL HOURS			15

SECOND YEAR

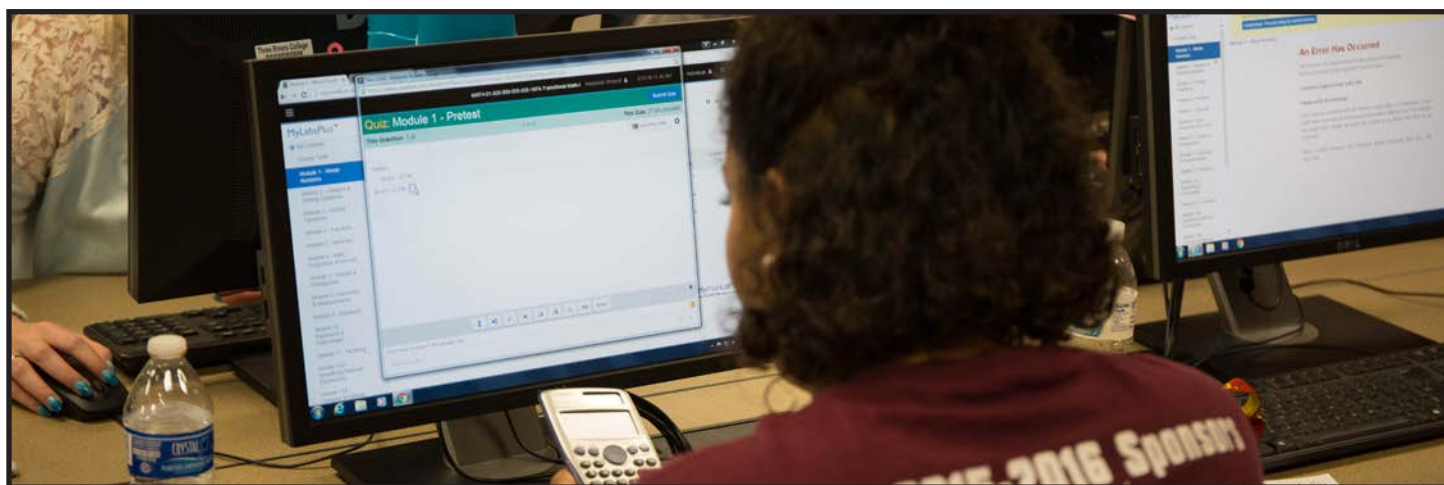
Fall Semester			Hours
		Humanities Gen Ed course	3
		Valuing Gen Ed course	3
MATH	271	Analytic Geometry and Calculus II	5
PHYS	211	General Physics I	5
TOTAL HOURS			16

Spring Semester			Hours
CPST	290	General Education Capstone	1
		Humanities Gen Ed course	3
		Social and Behavioral Sciences Gen Ed course	3
MATH	272	Analytic Geometry and Calculus III	5
PHYS	212	General Physics II	5
HPER		P. E. Activity	1
TOTAL HOURS			18

Additional Math and Science Electives

CHEM	122	General Chemistry II	5
MATH	223	Probability and Statistics	3
PHYS	150	Environmental Geology	3
MATH	164	Trigonometry	3

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.



Physical Sciences (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Dr. Paul Larson plarson@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Physical Sciences concentration, is designed for students who plan to transfer to a four-year college or university to major in Physics.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
CHEM	121	General Chemistry I	5	
SCOM	110	Public Speaking	3	
		Humanities Gen Ed course	3	
HPER		P. E. Activity	1	
TOTAL HOURS			15	

Spring Semester			Hours	
ENGL	112	Advanced College Writing	3	
GOVT	121	National and State Government	3	
BIOL	190	Biology for Majors ⁽¹⁾	5	
MATH	171	Analytic Geometry and Calculus I	5	
HPER		P. E. Activity	1	
TOTAL HOURS			17	

SECOND YEAR

Fall Semester			Hours	
		Humanities Gen Ed course	3	
		Social & Behavior Sciences Gen Ed course	3	
MATH	271	Analytic Geometry and Calculus II	5	
PHYS	211	General Physics I	5	
TOTAL HOURS			16	

Spring Semester			Hours	
CPST	290	General Education Capstone	1	
		Humanities Gen Ed course	3	
HIST	111	American History to 1877	3	
HIST	112	American History since 1877		
MATH	272	Analytic Geometry and Calculus III	5	
PHYS	212	General Physics II	5	
TOTAL HOURS			17	

Additional Science Electives

CHEM	122	General Chemistry II	5	
CHEM	240	Basic Organic Chemistry	5	
PHYS	150	Environmental Geology	3	

⁽¹⁾ For the Physical Sciences concentration, BIOL 190—Biology for Majors meets the VALU General Education requirements.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

SOCIAL AND BEHAVIORAL STUDIES





Social and Behavioral Studies

Page

150	History	AA
151	Political Science	AA
152	Pre-Law	AA
153	Psychology	AA
154	Religious Studies	AA
155	Social Work	AA
158	Sociology	AA
159	Global Studies	Short-Term Certificate



History (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Carol-Lynn Steiger csteiger@trcc.edu

Purpose: Transfer. The Associate of Arts degree, History concentration, is designed for students who plan to transfer to a four-year college or university to major in History.

FIRST YEAR

Fall Semester			Hours
ENGL	111	College Writing	3
HIST	111	American History to 1877	3
HIST	121	World Civilization to the Renaissance	3
HPER		P. E. Activity	1
MATH	163	College Algebra	3
SCOM	110	Public Speaking	3
TOTAL HOURS			16

Spring Semester			Hours
ENGL	112	Advanced College Writing	3
BIOL		Life Sciences Gen Ed course	3-5
		Humanities & Fine Arts Gen Ed course	3
HIST	112	American History since 1877	3
HIST	122	World Civilization since the Renaissance	3
TOTAL HOURS			15-17

SECOND YEAR

Fall Semester			Hours
GOVT	121	National and State Government	3
		Humanities Gen Ed course	3
SOCI	111	General Sociology	3
ECON	211	Principles of Macroeconomics	3
HPER		P. E. Activity	1
		Foreign Language	3
TOTAL HOURS			16

Spring Semester			Hours
CPST	290	General Education Capstone	1
PHYS	101	Physical Science	5
		Valuing General Ed Elective	3
		Humanities Gen Ed Elective	3
GOVT	233	International Relations	3
		Foreign Language	3
TOTAL HOURS			18

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Political Science (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Kelly McDaniel kmcdaniel@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Political Science concentration, is designed for students who plan to transfer to a four-year college or university to major in Political Science.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
HIST	111	American History to 1877	3	
		Social and Behavioral Sciences Elective	3	
GOVT	121	National and State Government	3	
SOCI	111	General Sociology	3	
HPER		P. E. Activity	1	
TOTAL HOURS			16	

Spring Semester			Hours	
ENGL	112	Advanced College Writing	3	
SCOM	110	Public Speaking	3	
		Humanities Gen Ed course	3	
HIST	112	American History since 1877	3	
GOVT	233	International Relations	3	
HPER		P. E. Activity	1	
TOTAL HOURS			16	

SECOND YEAR

Fall Semester			Hours	
MATH	163	College Algebra	3	
		Humanities Gen Ed course	3	
BIOL		Life Sciences Gen Ed course ⁽¹⁾	3-5	
HIST	121	World Civilization to the Renaissance	3	
PSYC	111	General Psychology	3	
TOTAL HOURS			15-17	

Spring Semester			Hours	
CPST	290	General Education Capstone	1	
		Physical Sciences Gen Ed course	5	
		Valuing Gen Ed course	3	
		Humanities Gen Ed course	3	
HIST	122	World Civilization since the Renaissance	3	
TOTAL HOURS			15	

NOTE: Foreign Language is required for a B.A. degree.

⁽¹⁾Students who use a 3 credit Life or Physical Sciences Gen Ed Course will need one additional General Education Elective in order to complete the required credit hours for degree achievement.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Pre Law (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Kelly McDaniel kmcdaniel@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Pre-Law concentration, is designed for students who plan to transfer to a four-year college or university to major in Pre-Law.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
HIST	111	American History to 1877	3	
		Social and Behavioral Sciences Elective	3	
GOVT	121	National and State Government	3	
SOCI	111	General Sociology	3	
HPER		P. E. Activity	1	
TOTAL HOURS			16	

Spring Semester			Hours	
ENGL	112	Advanced College Writing	3	
SCOM	110	Public Speaking	3	
		Humanities Gen Ed course	3	
HIST	112	American History since 1877	3	
GOVT	233	International Relations	3	
HPER		P. E. Activity	1	
TOTAL HOURS			16	

SECOND YEAR

Fall Semester			Hours	
MATH	163	College Algebra	3	
		Humanities Gen Ed course	3	
		Physical Sciences Gen Ed course	5	
HIST	121	World Civilization to the Renaissance	3	
PSYC	111	General Psychology	3	
TOTAL HOURS			17	

Spring Semester			Hours	
CPST	290	General Education Capstone	1	
BIOL		Life Sciences Gen Ed course	3-5	
		Valuing Gen Ed course	3	
		Humanities Gen Ed course	3	
HIST	122	World Civilization since the Renaissance	3	
ECON	211	Principles of Macroeconomics	3	
TOTAL HOURS			16-18	

NOTE: Foreign Language is required for a B.A. degree.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Psychology (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Gina Cagle gcagle@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Psychology concentration, is designed especially for students who plan to transfer to a four-year college or university to major in Psychology.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
HIST	111	American History to 1877 - or -	3	
HIST	112	American History since 1877		
PSYC	111	General Psychology	3	
MATH	163	College Algebra	3	
SCOM	110	Public Speaking	3	
HPER		P. E. Activity	1	
TOTAL HOURS			16	

Spring Semester			Hours	
ENGL	112	Advanced College Writing	3	
BIOL		Life Sciences Gen Ed course	3-5	
		Humanities Gen Ed course	3	
PSYC	112	Psychology of Personal Adjustment	3	
SOCI	111	General Sociology	3	
TOTAL HOURS			15-17	

SECOND YEAR

Fall Semester			Hours	
PHYS	101	Physical Science - or -	5	
CHEM	111	Introductory Chemistry		
		Humanities Gen Ed course	3	
		Valuing Gen Ed course	3	
PSYC	233	Adolescent Psychology	3	
SOCI	223	Marriage and the Family	3	
HPER		P. E. Activity	1	
TOTAL HOURS			18	

Spring Semester			Hours	
CPST	290	General Education Capstone	1	
GOVT	121	National and State Government	3	
		Humanities Gen Ed course	3	
SOCI	234	Social Problems	3	
PSYC	223	Child Psychology	3	
HIST	122	World Civilization since the Renaissance	3	
TOTAL HOURS			16	

NOTE: Students transferring to Arkansas State University should be aware of the transfer limitations of lower level departmental courses.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Religious Studies (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Mark Sanders msanders@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Religious Studies concentration, is designed for students who plan to transfer to a four-year college or university to major in a Religious Studies.

FIRST YEAR

Fall Semester			Hours
ENGL	111	College Writing	3
MATH	163	College Algebra	3
HIST	111	American History to 1877 - or - American History since 1877	3
HIST	112		
		Life or Physical Sciences Gen Ed course	5
HPER	110	Lifetime Wellness	2
TOTAL HOURS			16

Spring Semester			Hours
ENGL	112	Advanced College Writing	3
		Life or Physical Sciences Gen Ed course ⁽¹⁾	3-5
SCOM	110	Public Speaking	3
PSYC	111	General Psychology	3
PHIL	200	Introduction to Philosophy	3
TOTAL HOURS			15-17

SECOND YEAR

Fall Semester			Hours
ENGL	221	World Literature to 1600	3
PHIL	243	Religions of the World	3
		Valuing Gen Ed course	3
HIST	121	World Civilization to the Renaissance	3
PHIL	223	Introduction to Biblical Studies	3
LBSC	100	Managing Information Resources	1
TOTAL HOURS			16

Spring Semester			Hours
CPST	290	General Education Capstone	1
GOVT	121	National and State Government	3
HIST	122	World Civilization since the Renaissance	3
PHIL	233	Ethics	3
SOCI	223	Marriage and the Family	3
SCOM	213	Advanced Public Speaking	3
TOTAL HOURS			16

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

⁽¹⁾Students who use a 3 credit Life or Physical Sciences Gen Ed Course will need one additional General Education Elective in order to complete the required credit hours for degree achievement.

Social Work (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Kristy Niblock kniblock@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Social Work concentration, is designed for students who plan to transfer to a four-year college or university to major in Social Work. It is designed especially for students who plan to transfer to the University of Missouri-Columbia.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
HIST	111	American History to 1877 -OR-	3	
HIST	112	American History since 1877		
BIOL	101	General Biology	5	
		Humanities Gen Ed course	3	
HPER		P. E. Activity	1	
TOTAL HOURS			15	

Spring Semester			Hours	
ENGL	112	Advanced College Writing	3	
MATH	163	College Algebra	3	
SCOM	110	Public Speaking	3	
SOCI	111	General Sociology	3	
PSYC	111	General Psychology	3	
HPER		P. E. Activity	1	
TOTAL HOURS			16	

SECOND YEAR

Fall Semester			Hours	
GOVT	121	National and State Government	3	
ECON	211	Principles of Macroeconomics	3	
		Humanities Gen Ed course	3	
		Humanities Gen Ed course	3	
		Social and Behavioral Sciences Gen Ed course	3	
SOCI	223	Marriage and the Family	3	
TOTAL HOURS			18	

Spring Semester			Hours	
CPST	290	General Education Capstone	1	
PHYS	101	Physical Science	5	
		Valuing Gen Ed course	3	
SOCI	234	Social Problems	3	
PSYC	112	Psychology of Personal Adjustment	3	
TOTAL HOURS			15	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Social Work (AA) – Hannibal-LaGrange University

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Kristy Niblock kniblock@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Social Work concentration, is designed especially for students who plan to transfer to Hannibal LaGrange University to major in a Social Work.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
HIST	111	American History to 1877 - or -	3	
HIST	112	American History since 1877		
BIOL	101	General Biology	5	
		Humanities Gen Ed course	3	
HPER	110	Lifetime Wellness	2	
TOTAL HOURS			16	

Spring Semester			Hours	
ENGL	112	Advanced College Writing	3	
MATH	163	College Algebra	3	
SCOM	110	Public Speaking	3	
SOCI	111	General Sociology	3	
PSYC	111	General Psychology	3	
TOTAL HOURS			15	

SECOND YEAR

Fall Semester			Hours	
GOVT	121	National and State Government	3	
ECON	211	Principles of Macroeconomics	3	
		Humanities Gen Ed course	3	
		Humanities Gen Ed course	3	
		Social and Behavioral Sciences Gen Ed Course	3	
		Pre-Social Work Elective	3	
TOTAL HOURS			18	

Spring Semester			Hours	
CPST	290	General Education Capstone	1	
PHYS	101	Physical Science	5	
MATH	223	Probability and Statistics	3	
		Valuing Gen Ed Course	3	
		Pre-Social Work Elective	3	
TOTAL HOURS			15	

Recommended Electives

PSYC	112	Psychology of Personal Adjustment	3	
PSYC	223	Child Psychology	3	
PSYC	233	Adolescent Psychology	3	
PSYC	243	Human Development Across the Life Span	3	
SOCI	221	Race and Ethnicity	3	
SOCI	223	Marriage and the Family	3	
SOCI	230	Criminology	3	
SOCI	234	Social Problems	3	
SWRK	100	Social Work	3	
SWRK	201	Social and Economic Justice	3	
SWRK	221	Interviewing Skills for Generalist Practice	3	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Social Work (AA) – Southeast Missouri State University

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Kristy Niblock kniblock@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Social Work concentration, is designed especially for students who plan to transfer to Southeast Missouri State University to major in a Social Work.

FIRST YEAR

Fall Semester			Hours
ENGL	111	College Writing	3
HIST	111	American History to 1877 - or -	3
HIST	112	American History since 1877	
BIOL		Life Sciences Gen Ed course	3-5
		Humanities Gen Ed course	3
SWRK	100	Social Work	3
TOTAL HOURS			15-17

SECOND YEAR

Fall Semester			Hours
GOVT	121	National and State Government	3
		Humanities Gen Ed course	3
		Humanities Gen Ed course	3
ECON	211	Principles of Macroeconomics - or -	3
ECON	212	Principles of Microeconomics	
		General Elective	3
TOTAL HOURS			15

Spring Semester			Hours
ENGL	112	Advanced College Writing	3
MATH	163	College Algebra	3
SCOM	110	Public Speaking	3
		General Elective	3
PSYC	111	General Psychology	3
HPER	110	Lifetime Wellness	2
TOTAL HOURS			17

Spring Semester			Hours
CPST	290	General Education Capstone	1
		Physical Sciences Gen Ed course	3-5
SWRK	201	Social and Economic Justice	3
SWRK	221	Interviewing Skills for Generalist Practice	3
SOCI	221	Race and Ethnicity	3
		General Elective	3
TOTAL HOURS			16-18

Additional Recommended University Parallel Courses

PSYC	112	Psychology of Personal Adjustment	3
PSYC	223	Child Psychology	3
PSYC	233	Adolescent Psychology	3
PSYC	243	Human Development Across the Life Span	3
SOCI	111	General Sociology	3
SOCI	223	Marriage and the Family	3
SOCI	230	Criminology	3
SOCI	234	Social Problems	3

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Sociology (AA)

Degree Type: Associate of Arts Degree—University Parallel Major

Contact: Kristy Niblock kniblock@trcc.edu

Purpose: Transfer. The Associate of Arts degree, Sociology concentration, is designed for students who plan to transfer to a four-year college or university to major in Sociology.

FIRST YEAR

Fall Semester				Hours
ENGL	111	College Writing	3	
MATH	163	College Algebra	3	
HIST	111	American History to 1877 - or -	3	
HIST	112	American History since 1877		
SOCI	111	General Sociology	3	
SCOM	110	Public Speaking	3	
HPER		P. E. Activity	1	
TOTAL HOURS			16	

Spring Semester				Hours
ENGL	112	Advanced College Writing	3	
GOVT	121	National and State Government	3	
BIOL	101	General Biology	5	
		Valuing Gen Ed course	3	
PSYC	111	General Psychology	3	
TOTAL HOURS			17	

Recommended Elective

SOCI	230	Criminology	3	
------	-----	-------------	---	--

SECOND YEAR

Fall Semester				Hours
CHEM	111	Introductory Chemistry	5	
		Humanities Gen Ed course	3	
		Humanities Gen Ed course	3	
SOCI	223	Marriage and the Family	3	
HPER		P. E. Activity	1	
TOTAL HOURS			15	

Spring Semester				Hours
CPST	290	General Education Capstone	1	
		Humanities Gen Ed course	3	
SOCI	234	Social Problems	3	
PSYC	112	Psychology of Personal Adjustment	3	
ECON	212	Principles of Microeconomics - or -	3	
HIST	122	World Civilization since the Renaissance		
PSYC	223	Child Psychology	3	
TOTAL HOURS			16	

NOTE: Two foreign languages are required for a B.A. at the University of Missouri-Columbia; SPAN 101/102-Elementary Spanish I/II.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Global Studies (Short-Term Certificate)

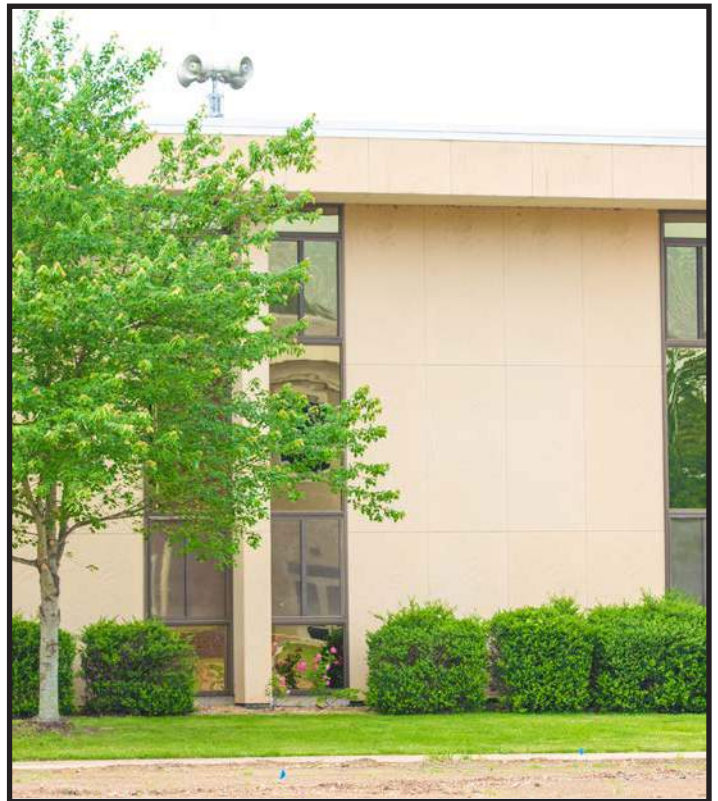
Certificate Type: Short-Term

Contact: Andrew Rivetti arivetti@trcc.edu

Purpose: The Global Studies certificate is designed to accompany an Associate Degree to provide students who wish to expand their global cultural experiences and better prepare themselves to compete in a global economy.

Courses			Hours	
GLBL	120	Seminar in Global Studies	1	
SPAN		Spanish Course	3	
GEOG	111 112	Regional Geography: Eastern World <i>-or-</i> Regional Geography: Western World	3	
		Choose from courses below (No more than 2 courses with the same course prefix)	9-11	
AGRI	190	World Foods and Society (3)		
ARTS	123	History and Appreciation of Art (3)		
BIOL	102	Environmental Science (5)		
ENGL	221	World Literature to 1600 (3)		
ENGL	222	World Literature since 1600 (3)		
ENGL	223	Classical Mythology (3)		
ENGL	231	English Literature to 1798 (3)		
ENGL	232	English Literature since 1798 (3)		
GOVT	233	International Relations		
HIST	121	World Civilization to the Renaissance (3)		
HIST	122	World Civilization since the Renaissance (3)		
MUSC	123	History and Appreciation of Music (3)		
MUSC	221	Music Literature I (3)		
MUSC	222	Music Literature II (3)		
PHIL	233	Ethics (3)		
PHIL	243	Religions of the World (3)		
SPAN	101	Elementary Spanish I (3)		
SPAN	102	Elementary Spanish II (3)		
SPAN	201	Intermediate Spanish I (3)		
SPAN	202	Intermediate Spanish II (3)		
THEA	120	History and Appreciation of Theatre (3)		
		TOTAL HOURS	16-18	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.



COURSE DESCRIPTIONS





Course Descriptions

Course Information

Course Credits

The credit for each course is indicated after the title in the course description. One credit is equivalent to one collegiate semester-hour credit. Each credit given for a course is based on approximately three hours of study in that course weekly. This may consist of lectures, out-of-class study, or combinations thereof as follows:

- One hour of lecture plus an average of two hours of out-of-class study.
- Two hours of laboratory study plus an average of one hour of out-of-class study.
- Three hours of laboratory study with no regular out-of-class study.
- One to 10 credits with variable hours for general usage courses: e.g., Coordinated Internship, Occupational Work Experience, Seminar, Supervised Study, Cooperative Education, Special Problems, etc.

Course Hours

The educational programs combine the teaching of theoretical concepts in “Lecture” with an application of principles and practical training in “Laboratory” under faculty supervision. The teaching of theoretical concepts in lectures, seminars, discussions and other similar classes is identified as “Lecture” and the application of principles and practical training in laboratories, shop, clinical training, supervised work experiences and other similar classes is identified as “Laboratory.” The depiction of “Lecture” and “Laboratory” time each week is for a course conducted over a full Fall or Spring semester. Courses taught over shorter time periods will meet more each week and some courses will vary each week. All courses will meet the required times in total.

The number of lecture hours in class each week (including lecture, seminar and discussion hours) and/or the number of laboratory hours in class each week (including laboratory, shop, supervised study, and coordinated internship) are indicated for each course in the course description. The numbers of lecture and laboratory hours in class each week are also called “contact” hours because it is time spent under the direct supervision of a faculty member. The contact hours for a course shall be the total of the lecture and laboratory hours. In addition to the lecture and laboratory hours in class each week as listed in the course description, each student also must spend some time on out-of-class assignments through his own direction. Usually each credit-hour per course requires an average of two hours of out-of-class preparation each week for lecture and 0 to 5 hours for laboratory.

Course Prerequisites

If a prerequisite is required before enrolling in a course, the prerequisites will be identified by the college in the course description. Courses in special sequences (usually identified by a Roman numeral I, II, etc.) usually require that a prior course or equivalent be completed before enrolling in the advanced course in the sequence. Faculty should be familiar with courses that are exceptions to this procedure. When a corequisite is required for a course, usually the corequisites must be taken at the same time. The prerequisite or equivalent must be completed satisfactorily before enrolling in a course unless special permission is obtained from the instructional department.

Course Numbering System

Three Rivers College uses a uniform course numbering system with two or three digit course numbers:

Courses numbered 01-10 are Transitional courses. Credits earned in these courses are not applicable toward associate degree programs; however, upon approval of the Chief Academic Officer, some transitional courses may provide credit applicable to associate of applied science or certificate programs. Students may re-register for those courses in subsequent semesters as necessary until the course objectives are completed.

Courses numbered 100-199 are generally freshman courses applicable toward associate degree and certificate programs.

Courses numbered 200-299 are generally sophomore courses applicable toward associate degree and certificate programs.

Courses ending with the digits 0-4 are primarily for transfer to a four-year college or university. Courses ending with the digits 5-9 are primarily for entry into the job market upon completion of the associate of applied science degree or as part of a specialized associate of science degree that is intended for transfer into a pre-professional program or is a coherent self-sufficient component of a four-year occupational program. It is up to each baccalaureate degree-granting institution to determine what courses it will or will not accept for transfer.

Course Offerings

Designations at the end of course descriptions identify the semesters in which the courses are offered. (“F” means Fall semester, “SP” means Spring semester, “S” means Summer). Some courses are offered on a variable schedule or on demand.

Course Prefixes

ACAD	Academic	GNST	General Studies
ACCT	Accounting	GOVT	Government and Political Science
ADJU	Administration of Justice	GRDT	Green Diesel
AGRI	Agriculture	HIST	History
AGPR	Precision Agriculture	HNRS	Honors
ALHE	Allied Health	HPER	Health, Physical Education, and Recreation
ARTS	Art	HVAC	Heating, Ventilation, Air Conditioning/Refrigeration
BIOL	Biology	IST	Information Systems Technology
BLAW	Business Law	LBSC	Library Science
BMGT	Business Management	MAFT	Manufacturing Technology
BUAD	Business Administration	MATH	Mathematics
BUED	Business Education	MCOM	Mass Communication
CHEM	Chemistry	MDLB	Medical Laboratory Technology
CIVL	Civil and Construction Technology	MEDR	Mechanical Drafting
CPST	Capstone	MKTG	Marketing
CRJC	Corrections	MST	Information Technology Specialist
CRJU	Criminal Justice	MUSC	Music
ECD	Early Childhood Development	MUSP	Music - Private Instruction
ECON	Economics	NURS	Nursing
EDUC	Education	OTA	Occupational Therapy
ELEC	Electronics	PHIL	Philosophy and Religion
EMDS	Emergency Medical Services	PHYS	Physics
ENGL	English	PLUM	Plumbing
ENGR	Engineering	PNRS	Practical Nurse
EOSH	Environmental/Occupational Health & Safety	PPIT	Power Plant
FIRE	Fire Science	PSYC	Psychology
FRST	Forestry	READ	Reading
GEOG	Geography	SCOM	Speech Communication
GIS	Geographic Information Systems	SOCI	Sociology
GLBL	Global Studies	SPAN	Spanish
		SWRK	Social Work
		THEA	Theater Arts
		WELD	Welding

Academic

ACAD 101 – Academic Life Strategies (3 cr.)

This course aids the student with successful performance in college by understanding his or her personal learning style, effective study environments, and personality strengths, as well as the awareness of multiple and emotional intelligence. Students also learn about advising, college policies and procedures, setting goals, managing time, memorizing information, reading textbooks for maximum learning, taking effective notes from lectures and books, maximizing exam scores, thinking critically, listening effectively, and communicating well both orally, in writing, and with technology. Lecture 3 hours per week. F, SP

Accounting

ACCT 211 - Principles of Accounting I (3 cr.)

Prerequisite(s): MATH 01 or higher, or ACCUPLACER placement score of 44 or higher on Pre-Algebra section or 26 or higher on Algebra section, or ACT Math placement score of 9 or higher.

This course is a study of generally accepted accounting principles as they apply to corporations. Concepts covered include the accounting cycle, financial statements, corporate financing, and the elements of internal control. Lecture 3 hours per week. F, SP

ACCT 212 - Principles of Accounting II (3 cr.)

Prerequisite(s): Completion of ACCT 211 with a minimum letter grade of C. This course is a continuation of financial accounting subjects, including the Statement of Cash Flows and Financial Statement Analysis. It also covers the study of managerial accounting, including job-order costing and process costing, management reporting, budgeting, performance analysis, pricing, and capital investment decisions. Lecture 3 hours per week. F, SP

ACCT 216 – Business Accounting (3 cr.)

Prerequisite(s): MATH 01 or Placement into MATH 02 or higher. This course is an introduction to financial and managerial accounting topics as needed for students seeking an AAS in Business Management or Office Administration. Topics include the accounting cycle, financial statements, merchandising, internal control, financial statement analysis, cost management systems, cost-volume-profit analysis, variable costing, budgeting, and capital investment decisions. Lecture 3 hours per week. F, SP

ACCT 217 - Accounting Information Systems (3 cr.)

Prerequisite(s): ACCT 212 and IST 100, with a minimum letter grade of C. This course emphasizes the role, design, characteristics, and uses of accounting information systems. After completing this course, the student will be able to design an accounting information system, use various software packages and have an awareness of the accounting-related software on the market. Lecture 3 hours per week. SP

ACCT 218 – Payroll Accounting (3 cr.)

Prerequisite(s): ACCT 211 with a minimum letter grade of C. This course introduces the subject of payroll by presenting the federal and state rules and regulations governing employment, compensation, and payroll taxes. It takes the student step-by-step through the entire payroll process – from timekeeping, computation of gross earnings, and determining federal income tax and other payroll tax withholdings; to preparing and distributing the payroll; to recording or accounting for wages, tax liabilities, and payment or deposits. Students will also learn to use a 10-key calculator in this course. Lecture 3 hours per week. F

ACCT 219 - Accounting Management Software (3 cr.)

Prerequisite(s): IST 100 and ACCT 211, both course with a minimum letter grade of C. This course is a study and use of a commercial computerized accounting program. Students use a computerized accounting program to complete a business cycle for a service, merchandising, and manufacturing company. Using the accounting program, they also prepare payroll and employee records. Students create reports and graphs from the end of the period data. Lecture 3 hours per week.

ACCT 225 - Intermediate Accounting I (3 cr.)

Prerequisite(s): ACCT 212 with a minimum letter grade of C. Financial accounting theory applications for accounting standards and the accounting process of corporations are reviewed and practiced. Accounting for the balance sheet, income statement, and the statement of cash flows is discussed, demonstrated, and applied. Emphasis is placed on the use of financial statement analysis in decision making. Accounting for cash and receivables, inventory valuation, fixed assets, natural resources, and intangibles is examined and applied. Lecture 3 hours per week. F

ACCT 226 - Intermediate Accounting II (3 cr.)

Prerequisite(s): ACCT 225 with a minimum letter grade of C. The courses involves financial accounting theory and procedures concerning long-term liabilities, stockholders' equity, revenue recognition, statement of changes in financial position, investments, income taxes, compensation, leases, and additional issues. Lecture 3 hours per week. SP

ACCT 227 – Financial Analysis and Budgeting (3 cr.)

Prerequisite(s): ACCT 212 with a minimum letter grade of C. This course emphasizes preparation of the three primary financial statements and supporting statements in the budgeting process, as well as analysis of financial statements for decision-making purposes. Lecture 3 hours per week. SP

ACCT 237 - Income Tax Accounting (3 cr.)

Prerequisite(s): ACCT 211 with a minimum letter grade of C. This course includes a study of the history, theory, and principles of federal taxation with an emphasis on current tax laws and their application to individual taxpayers. Lecture 3 hours per week. F

ACCT 258 - Cost Accounting (3 cr.)

Prerequisite(s): ACCT 212 with a minimum letter grade of C. This course is a study of the costs of production and the application of those costs to the process cost system. Course includes a complete preparation of a master and flexible budget for managerial decision-making, analysis of current operations, and planning. Lecture 3 hours per week. F

ACCT 296 – Certified Bookkeeper Review (3 cr.)

Prerequisite(s): Minimum of 48 hours in Accounting Technology and instructor consent. This course is a capstone for the Accounting program and prepares students for the Certified Bookkeeper Exam, leading to a national certification in bookkeeping through the American Institute of Professional Bookkeepers (AIPB). This certification is a practical way to demonstrate a high level of skill and experience to advance in an accounting career. Taking the Certified Bookkeeper national exam is optional and is not a requirement to pass this course. Lecture 3 hours per week. SP

ACCT 297 - Internship (3 cr.)

Prerequisite(s): Minimum of 48 hours in Accounting Technology and instructor approval. This course is a study of generally accepted professional work behavior. Concepts covered include recognizing individual strengths and weaknesses, resume and cover letter writing, and interviewing techniques. Each student enrolled in this class is required to complete a 120-hour internship, which provides an opportunity to apply and develop occupational skills through on-the-job work experience. Variable hours per week. SP

ACCT 298 - Accounting Seminar (1 cr.)

Prerequisite(s): Minimum of 48 hours in Accounting Technology and instructor approval. This course is the culmination of the Accounting Technology degree program. Students will participate in assessments regarding the Accounting Technology program. Lecture 1 hour per week.

Administration of Justice

ADJU 100 - Introduction to Law Enforcement (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111. Introduction to Law Enforcement provides an overview of history, roles, tasks, and styles of policing. This course introduces students to the

fundamental principles of social control and the basic legal restrictions on law enforcement. Lecture 3 hours per week.

ADJU 113 - Criminal Law (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course examines the legal principles and Constitutional restrictions on federal and state criminal law. Students differentiate between various criminal offenses and explain the elements required of each law. Both model penal code and Missouri statutes are reviewed. Lecture 3 hours per week.

ADJU 114 – Constitutional Law (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course examines the legal restrictions established by the U.S. Constitution. Supreme Court decisions impacting law enforcement and criminal procedures are reviewed. Lecture 3 hours per week.

ADJU 147 - Juvenile Procedures (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

Discussion of major responsibilities of police work with children and youth, developing the student's understanding and appreciation of the intricacies of police functions and philosophy in working with juveniles. Introduction to juvenile laws in the State of Missouri is included. Lecture 3 hours per week.

ADJU 213 - Court Procedures (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course explains the structure and hierarchy of the federal and state court systems. Each step of the trial process and landmark court decisions related to criminal procedures are reviewed. Lecture 3 hours per week.

ADJU 223 - Community Policing and Homeland Security (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course identifies the various policing strategies used throughout the history of the United States, with special emphasis on community policing and homeland security. This course begins by explaining how policing has evolved and what factors have impacted the various eras of policing. The philosophy of community policing and the role of police in homeland security is described in detail. Lecture 3 hours per week.

ADJU 233 - Criminal Investigation (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course reviews the basic procedures, laws, and court cases related to criminal investigations. The specific techniques used to investigate a variety of crimes is discussed. Lecture 3 hours per week.

ADJU 243 - Police Administration (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course identifies theories of management, the role of police managers, and the impact management has upon employees. A discussion of legal issues, the creation of a department budget, and scheduling employees are covered. Lecture 3 hours per week.

Agriculture

AGRI 100 – Introduction to Agribusiness Systems (3 cr.)

An introduction to the Agribusiness Systems career pathway. Topics covered include an overview of the agribusiness industry, economic principles in agribusiness, and retail agribusiness sales. Lecture 3 hours per week.

AGRI 110 - Soils & Soil Fertility (3 cr.)

This course is a study of the basics of soil development, classifications, management, fertility, testing, and origin as related to plant growth. Lecture 3 hours per week. SP

AGRI 120 - Plant Science (4 cr.)

This course involves the study of scientific principles of plant anatomy, morphology, physiology, genetics, reproduction, and evolution. Emphasis is placed on agronomic, horticulture, and forestry crops. Lecture 3 hours per week/Laboratory 2 hours/Total 5 hours per week. F

AGRI 122 - Natural Resources Management (3 cr.)

The application of skills and practices needed in the proper management of natural resources to provide maximum use of those resources while protecting them and the environment. Resources studied include soils, water, forestry, and wildlife. Lecture 3 hours per week. F

AGRI 130 - Animal Science (3 cr.)

A general overview of cattle, sheep, swine, and horse industries. Topics include zoological classification, breed identification, selection fundamentals, digestive systems, and disease prevention. Lecture 3 hours per week. F

AGRI 172 - Integrated Pest Management (3 cr.)

This course is the study of the management systems in agriculture used to prevent animal and plant pest populations from causing economic injury. Specific topics include pesticide history, chemical and biological controls, safety, machinery calibrations, and regulations. Lecture 3 hours per week. SP

AGRI 190 - World Foods & Society (3 cr.)

Prerequisite(s): ENGL 111 with a minimum letter grade of C.

Students examine the many facets of world food production and distribution and its relations to societal advancements in developed and developing nations. Analyzing ethical issues and recognizing conflicts in a variety of contexts, students study multiple human perspectives, understand the impacts and values on the individual and on society, and learn to make informed decisions through identifying personal values. Lecture 3 hours per week. F, SP

AGRI 194 – Career Portfolio Development (1 cr.)

A course designed to prepare students to enter the agriculture or forestry industries. Specific topics include development of short- and long-term career goals, researching career occupations, creating professional application materials, and developing strategies for accomplishing ones goals. Lecture 1 hour per week.

AGRI 232 - Advanced Animal Science (3 cr.)

Prerequisite(s): AGRI 130 or instructor consent.

This course studies livestock nutritional requirements, reproductive cycles, and performance record evaluations. Emphasis is placed on ration formulations, selection tools, and reproductive evaluations of beef, swine, sheep, and horses. Lecture 3 hours per week.

AGRI 234 – Equine Science (3 cr.)

This course is a general overview of the equine industry. Topics include history and development, breeds, selection fundamentals, health, nutritional and reproductive management strategies, and behavior characteristics. Lecture 3 hours per week.

AGRI 240 - Agricultural Economics and Marketing (3 cr.)

This course is an introduction to the principles of agriculture economics. Topics include an overview of macroeconomics and microeconomic systems, policies affecting the money supply, business types, competition, supply and demand, futures marketing, and world trade as they relate to agriculture production. Lecture 3 hours per week. F

AGRI 260 - General Horticulture (3 cr.)

This course is a survey of the general field of horticulture; the growth and fruiting habits of horticultural plants; principles and practices of propagation and landscaping; and planting, care, and culture of fruit, vegetables, and ornamental crops. Lecture 3 hours per week. F

AGRI 270 - Agriculture Systems Management (3 cr.)

This course is an introduction to mechanical and engineering principles and their applications in agriculture. Topics include engine operations, machinery calibrations, electrical and HVAC systems, land descriptions, water runoff, and waste management. Lecture 3 hours per week. SP

AGRI 297 - Agriculture Internship (6 cr.)

This course is supervised on-the-job training in selected agricultural business coordinated by college personnel. Student spends 240 clock hours on the job during the entire semester. Variable hours per week. SP

AGRI 299 - Problems in Agriculture (3 cr.)

Prerequisite(s): Instructor consent.

Advanced lab and occupation experience problems related to agriculture. Designed to provide opportunities for students who are interested in special problems in agriculture. Lecture 3 hours per week.

Allied Health

ALHE 125 – Medical Terminology (1 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

This course provides a comprehensive study of medical terminology utilizing a body system approach. The student learns to construct and define medical terms by identifying their word parts. Lecture 1 hour per week.

Art

ARTS 110 - Introduction to Art (3 cr.)

This is an introductory studio course to the field of fine art. The student works with composition in a variety of media. Art processes and techniques in both two- and three-dimensional works are examined. The documentation of work in digital media and development of a portfolio is covered. The student is responsible for materials required for this course. Lecture 1 hour/Laboratory 4 hours/Total 5 hours per week. F

ARTS 123 - History and Appreciation of Art (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This is an introductory course emphasizing the appreciation of the visual arts through the study of the art and architecture of various geographical areas and cultures throughout history from antiquity through contemporary artist. A select number of significant artists, artistic movements, and cultures are covered. The course examines how art reflects and influences cultures throughout history. Lecture 3 hours per week. F, SP, S

ARTS 131 - Drawing I (2 cr.)

This is an introductory course providing studio instruction in drawing. Students work in graphite, charcoal, pastels, and other drawing media. Composition, subject matter, rendering, proportion, and perspective are explored. The documentation of work in digital media and development of a portfolio are covered. The student is responsible for materials required for this course. The student is provided an individual studio space. Laboratory 4 hours per week. F, SP

ARTS 132 - Drawing II (2 cr.)

Prerequisite(s): ARTS 131.

This is an advanced course providing studio instruction in drawing focusing on the specific interests of the student. The student works in a drawing media of his/her choice, concentrating on a thematic, in-depth development of studio work. Laboratory 4 hours per week. F, SP

ARTS 141 - Color and Design I (2 cr.)

This is an introductory studio course to the field of fine art. The student examines the visual element color in both practical application and theory. The interaction of color, color mixing, color impact, digital media, and composition is covered. The student is responsible for materials required for this course. Laboratory 4 hours per week. SP

ARTS 213 - Water Color (3 cr.)

This is an introductory studio course in watercolor painting. The student explores handling and control of watercolor processes. A variety of materials related to watercolor painting is covered, including paper, water media, and brushes. Composition and subject matter is examined. The development of a portfolio and documentation of work in digital media is covered. Students are responsible for materials required for this course. The student is provided an individual studio space. Laboratory 6 hours per week. F

ARTS 233 - Painting I (3 cr.)

This is an introductory studio course in acrylic painting. The student explores handling and control of acrylic painting processes and techniques. A variety of materials related to painting will be covered, including canvas, stretcher

frame construction, paint media, and brushes. Composition and subject matter is examined. The documentation of work in digital media and development of a portfolio are covered. The student is responsible for materials required for this course. The student is provided an individual studio space, easel, and table. Laboratory 6 hours per week. SP

ARTS 243 - Painting II (3 cr.)

Prerequisite(s): ARTS 233.

This is an advanced course providing studio instruction in acrylic painting, focusing on the specific interest of the student. The student works with acrylic painting processes and techniques, concentrating on a thematic, in-depth development of studio work. Composition and subject matter is examined. The documentation of work in digital media and development of a portfolio are covered. The student is responsible for materials required for this course. The student is provided an individual studio space, easel, and table. Laboratory 6 hours per week. SP

ARTS 260 – Studio Art Experience I (1 cr.)

This course provides a studio experience for those students wishing to continue studio art interests beyond art courses already completed. The course is also ideal for non-degree-seeking students who wish to pursue personal studio art interests. Students choose one area of concentration for the course – either painting, drawing, or watercolor – and arrange with the instructor to meet with other students enrolled in a course focusing on that area of concentration. A maximum of 4 credits may count toward the Associate of Arts degree. Laboratory 2 hours per week. F, SP

ARTS 261 – Studio Art Experience II (1 cr.)

This course provides a studio experience for those students wishing to continue studio art interests beyond art courses already completed. The course is also ideal for non-degree-seeking students who wish to pursue personal studio art interests. Students choose one area of concentration for the course – either painting, drawing, or watercolor – and arrange with the instructor to meet with other students enrolled in a course focusing on that area of concentration. A maximum of 4 credits may count toward the Associate of Arts degree. Laboratory 2 hours per week. F, SP

ARTS 262 – Studio Art Experience III (1 cr.)

This course provides a studio experience for those students wishing to continue studio art interests beyond art courses already completed. The course is also ideal for non-degree-seeking students who wish to pursue personal studio art interests. Students choose one area of concentration for the course – either painting, drawing, or watercolor – and arrange with the instructor to meet with other students enrolled in a course focusing on that area of concentration. A maximum of 4 credits may count toward the Associate of Arts degree. Laboratory 2 hours per week. F, SP

ARTS 263 – Studio Art Experience IV (1 cr.)

This course provides a studio experience for those students wishing to continue studio art interests beyond art courses already completed. The course is also ideal for non-degree-seeking students who wish to pursue personal studio art interests. Students choose one area of concentration for the course – either painting, drawing, or watercolor – and arrange with the instructor to meet with other students enrolled in a course focusing on that area of concentration. A maximum of 4 credits may count toward the Associate of Arts degree. Laboratory 2 hours per week. F, SP

ARTS 294 - Special Topics in Art (1-3 cr.)

Prerequisite(s): Permission of the Instructor.

A variable content course consisting of lectures, demonstrations, studio projects, and/or field trips in variable areas of study in the field of Fine Art, Studio Art, or Art History. Variable hours.

Biology

BIOL 100 - Survey of Biology (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

This course is a survey of the basic concepts of life science with emphasis on the human cell, tissues, and organ system functions and the relationship between humans and the environment. Lecture 3 hours per week F, SP, S

BIOL 101 - General Biology (5 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111 and MATH 02 or Math placement of MATH 153.

This general education course utilizes scientific inquiry to evaluate bio-ethical and environmental issues. The relationship between living beings and the physical environment is explored through studies in cell biology, genetics, evolution, plant and animal classification, and ecology. Lecture 4 hours/Laboratory 2 hours/Total 6 hours per week. F, SP, S

BIOL 102 - Environmental Science (5 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

This course examines the relationship between man and the environment through studies of ecological principles, human overpopulation, resource depletion, and pollution. The course is recommended for non-science majors to fulfill the General Education requirement for a laboratory science or may be used to fulfill the valuing component of the General Education requirement. Lecture 4 hours/Laboratory 2 hours/Total 6 hours per week.

BIOL 110 - Human Biology (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

This course emphasizes cell, tissue, and organ system function. Discussions focus on a system approach to human health and disease throughout the world. Students explore how biological processes, interacting with psychological and social factors, contribute to human health and disease. This course is designed for non-science majors. Lecture 3 hours per week. F, SP

BIOL 113 - Introduction to Process Science for Elementary and Middle School Teachers (1 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

This course provides elementary and middle school teacher candidates with a working knowledge of the discipline of science, the nature of scientific knowledge, and the process of scientific investigation. Laboratory 1 hour per week.

BIOL 190 - Biology for Majors (5 cr.)

Prerequisite(s): High school chemistry or CHEM 111 and ENG 111.

A course designed for biology majors and pre-professionals covering cell structure and function, the molecular basis of genetics, cellular energy systems, taxonomy, evolution, ecosystems, and ecology. Laboratories will include group projects, case studies, and laboratories related to current topics in biology. Lecture 4 hours/Laboratory 2 hours/Total 6 hours per week. SP

BIOL 211 - General Botany (5 cr.)

Prerequisite(s): BIOL 190 or instructor consent and ENG 111.

This course is a study of the science of plants, including the structure, function, genetics, reproduction, and evolution within the plant kingdom. Lecture 4 hours/Laboratory 2 hours/Total 6 hours per week. SP

BIOL 221 - General Zoology (5 cr.)

Prerequisite(s): BIOL 190 or instructor consent and ENG 111.

This course is a study of the science of animals, including the structure, function, genetics, reproduction, and evolution within the animal kingdom. Lecture 4 hours/Laboratory 2 hours/Total 6 hours per week. F

BIOL 231 - Anatomy and Physiology I (4 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

This course is a study of the relationship between the structure and function of the human body encompassing the cell, tissues, integumentary system, skeletal system, muscular system, and nervous system. Lecture 3 hours/Laboratory 2 hours/Total 5 hours per week. F, SP, S

BIOL 232 - Anatomy and Physiology II (4 cr.)

Prerequisite(s): BIOL 231 and ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

A study of the relationship between the structure and function of the human body. Systems studied include the circulatory, respiratory, reproductive,

renal, digestive, immune/lymphatic, and endocrine. Lecture 3 hours/Laboratory 2 hours/Total 5 hours per week. SP

BIOL 253 - Microbiology (4 cr.)

Prerequisite(s): ENGL 111, BIOL 101 with a minimum letter grade of C or BIOL 190 with a minimum letter grade of C or BIOL 231 with a minimum letter grade of C.

This course is a study of microorganisms with the main focus on human health and infectious diseases. The areas of study presented include bacteria, fungi, viruses and parasites that involve microbial structure, growth and nutrition, bacterial metabolism, genetics, and a presentation of infectious diseases by anatomical systems. Bioethical issues involving microorganisms in human and animal health are emphasized. This course is designed for healthcare students and includes the basic role of the human immune system in fighting disease. Lecture 3 hours/Laboratory 2 hours/Total 5 hours per week. F, SP, S

Business Administration

BUAD 120 – Introduction to Business (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course is a study of the various functions of management such as planning, organizing, leading, and controlling. Emphasis is also placed on sole proprietorships and partnerships and the ethical and socially responsible practices necessary for successful members of the business community. Lecture 3 hours per week. F, SP

BUAD 221 - Fundamentals of Management (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course focuses on the various schools of management thought as they have evolved. Emphasis is placed on basic management functions and their relationship to conflict, leadership, change, and ethical behavior. Lecture 3 hours per week. F, SP

BUAD 230 - Business Statistics (3 cr.)

Prerequisite(s): MATH 163 or above with a minimum letter grade of C or placement of MATH 164.

This course is an introduction to the basic concepts of statistics including descriptive measures of location and dispersion, elementary probability distributions, estimation, hypothesis testing, correlation, analysis of variance, and linear regression. In various units of the course, the student utilizes computer statistical software to facilitate the analysis of data. Lecture 3 hours per week. SP

Business Education

BUED 100 - Contemporary Business Skills (1 cr.)

This course introduces students to keyboarding practices using alphabetic, numeric, symbols, and timed writings. Students use a keyboarding program supplied with textbook to complete all work via Internet. Lecture 1 hour per week.

BUED 103 - Business English (3 cr.)

This course focuses on the language skills necessary for competency in the modern office. Lecture 3 hours per week. F, SP

BUED 110 - Business Mathematics (3 cr.)

Prerequisite(s): MATH 01 or higher, or ACCUPLACER placement score of 44 or higher on Pre-Algebra section or 26 or higher on Algebra section, or ACT Math placement score of 9 or higher or instructor consent.

This course is a study of elementary mathematics in the field of business. Concepts covered include review of basic arithmetic, retailing, business financing, accounting, and consumer topics. Lecture 3 hours per week. F, SP

BUED 203 - Business Communications (3 cr.)

Prerequisite(s): ENGL 111 and IST 100 or IST 115.

This course focuses on the principles and practices necessary for effective business communication. Students practice solving business problems through effective business letters, reports, and group activities. Lecture 3 hours per week. F, SP

Business Law

BLAW 221 - Legal and Ethical Environment of Business (3 cr.)

This course is a presentation of the basic principles of law as they relate to business. It emphasizes the background of law and the moral and ethical issues created when the law is applied in society. Additional topics include crime, torts, contracts, personal property, consumer protection, and environmental, constitutional, and international law. Lecture 3 hours per week. F, SP

Business Management

BMGT 105 - Career Management (3 cr.)

This course should be completed in the first Fall semester the student attends Three Rivers College. It introduces students to job search techniques by applying organization and time management skills. Students learn to compose cover letters and resumes using success strategies developed in the semester. Students will discuss interviewing styles and techniques. Students are required to attend meetings for the Marketing Management Association (Collegiate DECA), of which students are members. Lecture 3 hours per week. F

BMGT 107 - Hospitality and Tourism (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course is a study of the hospitality and tourism industry. Concepts covered include rail, sea, air, and automobile travel, as well as the operations of the hotel and resort industries. Lecture 3 hours per week.

BMGT 108 - Human Resource Management (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course is a study of the business organization emphasizing the interaction among workers and between workers and managers. Concepts covered include management/employee concerns such as pay-for-performance, effective teaming, employee benefits, reducing employee stress, employee rights, and designing selection criteria. Lecture 3 hours per week. F

BMGT 215 - Supervisory Development (3 cr.)

This course is a study of the principles of supervision. The key challenges facing supervisors, including social, demographic, economic, technological, and global challenges, are covered in detail. In addition students are introduced to the managerial functions of planning, organizing, staffing, leading, and controlling and how these functions are applied in supervisory roles. Lecture 6 hours per week. Course completed in 7 1/2 weeks. SP

BMGT 228 - Financial Management (3 cr.)

Prerequisite(s): ACCT 211 and IST 100 with a minimum letter grade of C.

This course discusses legal forms of American business organizations, policies, methods, and institutions involved in financing business. The principles of financial management are studied with emphasis on the corporation, including cash flows, securities, financial structures, and risk, capital budgeting, and financial management. Lecture 3 hours per week.

BMGT 235 - Customer Service Management (3 cr.)

This course introduces students to the importance of delivering excellent customer service. Emphasis is placed on building, maintaining, and increasing an organization's customer base. This course provides the guidelines and best practices for providing excellent customer service to enable employees to build, maintain, and increase a loyal customer base.

BMGT 239 - Entrepreneurship (3 cr.)

This course introduces students to academic skills, management concepts, and practices that are important for entrepreneur needs. Students develop and apply their attitudes, abilities, and goals for entrepreneurial opportunities. Students learn how to compose a business plan. Lecture 3 hours per week.

BMGT 296 - Management Applications (3 cr.)

Prerequisite(s): MKTG 119 and enrolled in Business Management program.

This course allows students to develop their leadership and management skills learned throughout the Business Management program through

participation in a marketing project. This course uses marketing activities to illustrate the theories of management. Students in this course are required to attend meetings for the Marketing Management Association (Collegiate DECA), of which students are members. Lecture 3 hours per week. SP

Capstone

CPST 290 - General Education Capstone (1 cr.)

Prerequisite(s): Completion of 36 hours of credit in General Education.

This course is the culminating experience in the 42-hour General Education program at TRC. Students participate in multiple assessments designed to provide evaluation of student learning and of the General Education program. This class should be taken during the student's final semester at Three Rivers, following the completion of a minimum of 36 hours of General Education coursework. Contact the Registrar for eligibility. Lecture 1 hour per week. F, SP, S

Chemistry

CHEM 111 - Introductory Chemistry (5 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111 and MATH 02 or placement of MATH 153.

This course covers basic terminology and principles of chemistry. Topics include chemical equations, mole concept, gas laws, atomic theory, chemical bonding, acid-base theory, solutions, and stoichiometry. Laboratory experiences reinforce the chemical principles presented in class. The course is recommended for non-science majors, Nursing students, and health-related professionals. Lecture 4 hours/Laboratory 2 hours/Total 6 hours per week. F, SP, S

CHEM 121 - General Chemistry I (5 cr.)

Prerequisite(s): CHEM 111 or MATH 163 with a minimum letter grade of C or placement of MATH 164.

This course uses basic chemical principles in order to solve chemical problems. Topics include the atomic theory, stoichiometry, thermochemistry, chemical bonding, kinetic molecular theory, gas laws, solutions, and electrolytes. Laboratory work appropriate to these topics is also covered in the course. The course is recommended for science and engineering majors, Medical Laboratory Technology students and other health-related professionals. Lecture 4 hours/Laboratory 2 hours/Total 6 hours per week. F, SP

CHEM 122 - General Chemistry II (5 cr.)

Prerequisite(s): CHEM 121 with a minimum letter grade of C.

A continuation of CHEM 121. This course includes chemical kinetics, chemical equilibria, ionic equilibria, thermodynamics, electrochemistry, oxidation-reduction, and a survey of groups on the periodic table. Laboratory work appropriate to these topics, including qualitative analysis, also is covered. Lecture 4 hours/Laboratory 2 hours/Total 6 hours per week. SP

CHEM 240 - Basic Organic Chemistry (5 cr.)

Prerequisite(s): CHEM 121 with a minimum letter grade of C or CHEM 111 with a minimum letter grade of B.

This course is an introduction to the nomenclature and reactions of organic chemistry. Topics discussed include the hydrocarbon families, halogenated hydrocarbons, alcohols, aldehydes, ketones, carboxylic acids, amines, amino acids, and various topics selected from biochemistry. Laboratory work pertaining to these topics is covered during the semester. This course is recommended for Nursing majors, science majors needing organic chemistry, Medical Laboratory Technician students, and others in allied health medical professions. Lecture 4 hours/Laboratory 2 hours/Total 6 hours per week. SP (alternate years)

Civil and Construction

CIVL 116 - Surveying I (3 cr.)

Corequisite(s): ENGR 107 or higher

This course focuses on the theory and practice of plane surveying. Students participate in extensive fieldwork using steel tape, level, and Total Station surveying equipment. The course provides a study of the surveying industry with a basic but practical approach to surveying. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. SP

CIVL 117 – Construction Print Reading (3 cr.)

This course provides instruction and practice in the use of working drawings and applications from the print to the work. The course topics include relationship of views and details, interpretation of dimension, transposing scale, tolerance, electrical symbols, sections, materials list, architectural plans, room schedules, and plot plans. Lecture 3 hours per week. F

CIVL 118 - Materials and Methods I (3 cr.)

This course focuses on the study of the materials and methods used in building construction. It includes coverage of real-world applications to the design and construction of buildings. Basic construction systems are introduced and related to a variety of applications. Lecture 3 hours per week. F

CIVL 215 - Building Design (4 cr.)

Prerequisite(s): ENGR 110 or instructor consent.

This course is an introduction to building design examining residential, and light commercial. Structural and mechanical elements of buildings are considered. Student design presentations comprise a significant portion of coursework. Lecture 2 hours/Laboratory 4 hours/Total 6 hours per week. SP

CIVL 216 - Surveying II (3 cr.)

Prerequisite(s): CIVL 116.

This course focuses on the theory and practice of land and construction surveying using modern instrumentation and electronic surveying equipment, such as Total Stations, Data Collectors, and Global Positioning Systems. Application of computer to calculate traverse closures, areas, topographical information, and horizontal and vertical curve information. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

CIVL 219 - Estimating I (3 cr.)

This course is primarily concerned with the proper practices and procedures necessary to prepare a reliable construction estimate. The methods covered address preparing material estimates for both residential and light commercial construction projects. Estimation of labor costs for construction projects also is addressed. Lecture 3 hours per week. SP

CIVL 225 – Construction Management (3 cr.)

This course focuses on information that is necessary for managing the construction process and leading personnel effectively. The project management topics focus on cost estimation, planning/scheduling, procurement, risk management, construction monitoring, and close out. The personnel topics include leadership, motivation, communication, time management, change, diversity, and adversity. Lecture 3 hours per week. F

CIVL 226 - Legal Principles of Surveying (3 cr.)

Prerequisite(s): CIVL 116 or instructor consent.

This course introduces the student to the history of boundaries; U.S. Public Land systems; ownership, transfer, and description of real property; rules of easements; riparian boundaries; writing and interpreting descriptions; analysis of evidence and procedures for boundary locations; Missouri survey law; and the role of the surveyor. Lecture 3 hours per week. SP

CIVL 227 – Materials and Methods II (3 cr.)

Prerequisite(s): CIVL 118.

This course provides continued instruction in building materials and methods used in construction. Material applications and detailing in structural and non-structural building components are explored in more depth and detail. Lecture 3 hours per week. SP

CIVL 228 - Civil Drafting (3 cr.)

Prerequisite(s): ENGR 110 or instructor consent

This course is a study of the materials, procedures, and processes utilized in the civil drafting and surveying fields. These include surveying techniques, plotting techniques, survey maps, contour maps, and volume and area calculating techniques. Lecture 1 hour/Laboratory 4 hours/Total 5 hours per week. F

CIVL 229 – Estimating II (3 cr.)

Prerequisite(s): CIVL 219

This course focuses on estimating techniques, including analyzing plans to perform quantity takeoffs and unit pricing. Coursework reinforces proper practices and procedures necessary to prepare a reliable construction estimate. The methods covered address preparing material estimates for both residential and light commercial construction projects. Lecture 3 hours per week. SP

CIVL 235 – Construction Planning and Scheduling (3 cr.)

This course addresses methods of organizing work items associated with a construction project into a logical sequence of optimizing efficiency and profitability. Manual and computerized scheduling methods are used in developing project schedules for both real and simulated projects. The course focuses on construction project planning and scheduling principles and practices used by contractors to control time and cost. Lecture 3 hours per week. SP

CIVL 236 - Computers in Surveying (4 cr.)

Prerequisite(s): CIVL 116 or instructor consent.

This course is a study and application of various surveying software programs with emphasis on coordinate geometry, survey adjustments, file transfer, editing raw and coordinate files, horizontal and vertical curves, surface modeling, road layout, applicable drafting techniques, and printing and plotting. Lecture 4 hours per week. F

CIVL 248 - Water and Wastewater Systems (3 cr.)

The course covers the fundamental principles in water processing and distribution, wastewater collection and treatment, sludge processing, and water reuse. Important aspects of chemistry, biology, hydraulics, and hydrology are covered to prepare students to address water supply, wastewater disposal, and water quality. Lecture 3 hours per week.

Corrections

CRJC 105 – Corrections Systems and Practices (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course reviews the history of corrections and the ideologies of punishment and rehabilitation in both residential and community-based settings. Current issues in corrections, including intermediate sanctions, the death penalty, offender rights, and juvenile offenders are examined. Lecture 3 hours per week.

CRJC 129 - Probation and Parole (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course reviews the history of punishment and the development of community-based supervision. The specific techniques used to conduct a pre-sentence investigations, manage a caseload, and conduct fieldwork are examined. Lecture 3 hours per week.

Criminal Justice

CRJU 115 - Ethics in Criminal Justice (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course includes a discussion of professionalism, ethics, character, misconduct, and corruption within law enforcement. Students examine ethical concepts, review case studies, and participate in discussions concerning ethical dilemmas and discretionary decisions often faced by law enforcement officers. Lecture 3 hours per week.

CRJU 128 - Forensic Science and Criminalistics (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course reviews specific principles used by investigators from the scene of the crime to the laboratory analysis of physical evidence. Students demonstrate the techniques of forensic science and the ability to physically collect and preserve evidence from a crime scene. Lecture 3 hours per week.

CRJU 138 - Patrol Procedures (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

Patrol Procedures provides an in-depth study of the procedures and techniques of police patrol. This course interprets the legal and professional framework of policing. Topics include patrol methods, communication, traffic stops, DWI enforcement, crimes in progress, building searches, preliminary investigations, interviews/interrogations, arrests, officer safety, riot control, and report writing. Lecture 3 hours per week.

CRJU 148 - Vice and Narcotics (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course reviews the history of vice and narcotics laws and the various impacts these activities have on society. Upon completion of the course, students are able to categorize psychoactive drugs and describe the effects various drugs have on the human body. Lecture 3 hours per week.

CRJU 158 - Traffic Law and Accident Investigation (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

Traffic Law and Accident Investigation reviews Missouri traffic laws and the techniques used in law enforcement. Students learn to examine collision scenes and gather evidence for the purpose of determining the sequence of events. Mathematical and scientific principles are utilized to calculate vehicle speed and prepare a diagram. Students also learn to complete accident reports. Lecture 3 hours per week.

CRJU 185 – Basic Handgun Shooting I (3 cr.)

The course provides an introduction to the safe operation of handguns. Rules of gun safety, handgun operation, ballistics, and fundamentals of shooting are reviewed. Students develop basic handgun shooting skills with the aid of a shooting simulator. Lecture 3 hours per week.

CRJU 205 - Officer Safety (3 cr.)

Prerequisite(s): Completion of at least 9 hours of credit in ADJU or CRJU courses.

This course provides a forensic analysis of actual cases of officer-involved shootings and violent encounters. Each case is reviewed in-depth with a focus on tactical considerations and the proper mind-set to prevent or effectively respond to such an encounter. This course provides examples of officer safety, security, and survival tactics. Lecture 3 hours per week.

CRJU 295 – Law Enforcement Academy I (12 hr.)

This course provides basic training in law enforcement and corrections approved by Peace Officer Standards and Training (P.O.S.T.). Topics covered include those required under Missouri Revised Statutes (Sect. 590.100). Lecture 12 hours per week.

CRJU 296 – Law Enforcement Academy II (12 hr.)

Prerequisite(s): CRJU 295

This course provides basic training in law enforcement and corrections approved by Peace Officer Standards and Training (P.O.S.T.). Topics covered include those required under Missouri Revised Statutes (Sect. 590.100). Lecture 12 hours per week.

CRJU 297 - Criminal Justice Internship (6 cr.)

Prerequisite(s): Instructor consent, clear criminal background check and at least 45 hours credit with a minimum 2.0 overall GPA, READ 02 or Reading placement of ENGL 111.

This course provides the student with an opportunity to develop and apply occupational skills and experiences in a workplace environment. Internship consists of 200 hours on-site experience. Students must submit to a criminal background check at least 4 months prior to enrolling. Variable hours per week. SP

Early Childhood Development

ECD 126 - Child Health, Safety, and Nutrition (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course is designed to emphasize health, safety, and nutrition with young children. Includes preparing safe environments, adequate nutrition, disease prevention, and space regulations. Proper hand washing, good hygiene, and childhood obesity are also addressed. Lecture 3 hours per week.

ECD 202 - Survey of Early Childhood Development and Education (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course is designed to introduce the student to the roles and responsibilities of an early childhood caregiver. It gives an overall view of what early childhood education is, along with the history of the profession. Theories and foundations of both curriculum development and practice are discussed and related to infant, toddler, preschool, and primary grade program development. Lecture 3 hours per week.

ECD 205 - Preschool CDA (5 cr.)

Prerequisite(s): ECD 202.

This course covers classroom instruction in early childhood that prepares the student for the Council for Professional Recognition National CDA Certificate. Coursework helps the student make the required resource file. Lab hours include a classroom observation. A total of 480 hours of observation is required to complete the written assessment for CDA. A minimum of 60 hours is required for completion of this course. Lecture 3 hours/Laboratory 4 hours/Total 7 hours per week. F, SP

ECD 208 - Infant/Toddler CDA (5 cr.)

Prerequisite(s): ECD 202.

Classroom instruction in early childhood that prepares the student for the Council for Professional Recognition National CDA Certificate. Coursework helps the student make the required resource file. Lab hours include a classroom observation. A total of 480 hours of observation is required to complete the written assessment for CDA. A minimum of 60 hours is required for completion of this course. Lecture 3 hours/Laboratory 4 hours/Total 7 hours per week. F, SP

ECD 235 - Special Children (3 cr.)

Prerequisite(s): ECD 202.

This course introduces the student to inclusion of children with special needs through theory, philosophy, and best practice. This course is designed to help the student recognize, refer, and help children and families who have special needs. Lecture 3 hours per week.

ECD 237 - Early Childhood Development (5 cr.)

Prerequisite(s): ECD 202.

Corequisite(s): First Aid and/or CPR card and Criminal Background Check.

This course focuses on the history of early childhood education, as well as defining the young child. Students are required to make a professional commitment to teaching. The course includes 60 hours of observations. The course is designed for students to be able to teach to the whole child. Lecture 3 hours/Laboratory 4 hours/Total contact 7 hours per week. F

ECD 245 - Early Childhood Administration (3 cr.)

Prerequisite(s): ECD 202.

Course provides students with organizational and managerial skills appropriate for planning and running a child care center. The course is designed to prepare students to lead quality programs. Lecture 3 hours per week. SP

ECD 247 - Early Childhood Curriculum (3 cr.)

Prerequisite(s): ECD 202.

This course is designed to prepare the student to be able to implement developmentally appropriate curriculum. The main topics include early childhood environment, science, math, art, language, music and movement, literacy, and social studies. The student will understand how to develop a good curriculum and apply it to any early childhood setting. Lecture 3 hours per week. F

ECD 295 - Early Childhood Practicum I: Infants and Toddlers (5 cr.)

Prerequisite(s): ECD 237.

Corequisite(s): Current First Aid Card or CPR Card and Criminal Background Check.

This course is designed to give the student the opportunity to gain practical experience in the role of child care provider with infants and toddlers. The student is required to document 70 observation hours. Lecture 3 hours/Laboratory 4 hours/Total 7 hours contact hours per week. SP

ECD 296 - Early Childhood Practicum II: Preschool (5 cr.)

Prerequisite(s): ECD 237.

Corequisite(s): Current First Aid Card or CPR Card and Criminal Background Check.

This course is designed to give the student the opportunity to gain practical experience in the role of child care provider with preschoolers. The student is required to document 70 observation hours. Lecture 3 hours/Laboratory 4 hours/Total 7 hours contact per week. SP

ECD 298 - Special Topics in Early Childhood Development (3 cr.)

Three Rivers will grant credit for completion of approved national and state workshops. This will be used as an Early Childhood Development program elective. Lecture 3 hours per week.

Economics

ECON 211 - Principles of Macroeconomics (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course is a study of the aggregate or total economy on a national scale. Topics include supply and demand and contemporary socioeconomic issues in the U.S. Lecture 3 hours per week. F, SP, S

ECON 212 - Principles of Microeconomics (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course is a study of the economizing process in an individual firm or industry. Topics include price and wage determination, costs-output relationships and various theories regarding competition within an industry. Lecture 3 hours per week. F, SP, S

Education

EDUC 201 - Teaching Profession with Field Experience (3 cr.)

Prerequisite(s): ENGL 111 with a minimum letter grade of C.

This course includes an introductory, minimum 30 hours of school field experience in accredited P-12 classroom(s) that provide opportunities to observe and contribute to teaching and learning. This course allows pre-service teachers to connect first-hand school experience with an emerging professional knowledge base. The course develops professional knowledge of diverse educational settings through observation, instruction, experience, and reflection. This course is designed to assist students in determining if a career in teaching is an appropriate goal. Requirements for teacher preparation and certification are reviewed. Lecture 3 hours per week. F, SP

EDUC 210 - Educational Psychology (3 cr.)

Prerequisite(s): EDUC 201 and PSYC 111 or PSYC 223 or PSYC 233

This course is designed to help students relate theories and principles of educational psychology to teaching, learning, and assessment. This course focuses on the diversity of learners and learning processes, as well as teacher characteristics, classroom strategies, and data analysis in P-12 classrooms. Appropriate strategies for increasing motivation, multidimensional development, and academic achievement for all learners are introduced. Lecture 3 hours per week. F, SP

EDUC 230 - Foundations of Education in a Diverse Society (3 cr.)

Prerequisite(s): EDUC 201 with a minimum letter grade of C.

This course is designed to examine educational practices from diverse historical, philosophical, sociological, economic, and legal perspectives. The course addresses issues of educational equity, sociocultural influences on teaching and learning, and how teachers and schools can contribute to interpersonal and intercultural understanding and respect, social justice, and democratic citizenship. Students explore the nature of school environments,

the fundamental goals of education in American public schools, English language learners, the relationship between school and a diverse society, the organization of school curricula, and characteristics of effective schools and instruction in grades P-12. Lecture 3 hours per week. F, SP

EDUC 240 – Integration of Art, Music, and Physical Education in the Elementary Education Classroom (3 cr.)

Prerequisite(s): ENGL 111.

Students acquire an understanding of the role of art, music, and physical education on childhood development in a diverse society. Students develop the knowledge and skills necessary for the integration of art education, music education, and physical education in the early childhood and elementary education classroom, connecting students' prior experiences, family, culture, and community. Lecture 3 hours per week. F, SP

EDUC 250 – Children's Literature (3 cr.)

Prerequisite(s): ENGL 111.

This course is designed for Education majors in Early Childhood, Elementary, Middle and Secondary Education. This course assists future teachers in choosing appropriate material to be read in classroom settings, creating activities that assist in literature studies, and allows for confidence for the student to successfully facilitate a classroom of lifelong readers. Lecture 3 hours per week. F, SP

EDUC 260 - Education of the Exceptional Learner (3 cr.)

Prerequisite(s): EDUC 201 with a minimum letter grade of C.

This survey course is an introduction to exceptional learners and their education in grades P-12. Students gain a comprehensive understanding of the characteristics of people with special needs in special education settings. Students research and discuss complex issues related to compliance with state and federal education laws, such as Individual with Disabilities Educational Act (IDEA) and the Americans with Disabilities Act (ADA), as well as learn to navigate special education processes, such as referral, eligibility, re-evaluation, and IEPs. This course requires a 15-hour special education field experience component. Lecture 3 hours per week. F, SP

EDUC 270 – Educational Technology (3 cr.)

Prerequisite(s): ENGL 111 with a minimum letter grade of C.

In this course, students learn how to integrate instructional technology into P-12 classrooms. Students will study a variety of software programs, presentation technology, telecommunication tools, and assistive technology. The focus also is on social, ethical, legal, and human issues surrounding the use of technology. Lecture 3 hours per week. F, SP

EDUC 297 - Paraprofessional Educator Practicum (3 cr.)

Prerequisite(s): Instructor consent.

This course gives direct experience with children in a school setting for a 100-hour practicum experience. Student responsibilities include assisting a teacher and implementing curriculum components for children in their classroom. Lecture 3 hours per week. F, SP

Electronics

ELEC 105 – Introduction to Electrical Technology (3 cr.)

This course includes instruction and practice in the areas of general job site safety based on local, state, and national regulations; basic hand and power tool usage; introductory print reading; electrical safety; and simple electrical circuit construction. This course also provides a brief overview of the National Electrical Code (NEC) and the role of an electrician. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

ELEC 106 – Basic Electricity (3 cr.)

Electrical theory is applied to the duties of an electrician in this course. Fundamental laws of electricity, units of measure, and simple circuit analysis are included. Students study simple DC circuits and continue through single-phase and three-phase AC circuit principles. Laboratory activities include the safe and correct use of electrical testing equipment and basic electrical construction tools. Upon completion, students will have a clear understanding of electrical properties, units of measure in electricity, series circuits, parallel circuits, as well as basic DC and AC circuit characteristics. Lecture 2 hours/Laboratory 2 hours/ Total 4 hours per week. F

ELEC 107 – Electrical Materials and Methods (3 cr.)

This course is an in-depth study of the proper selection of electrical circuit construction materials and correct installation methods. Students become familiar with materials such as electrical wire, conduit, circuit breakers, distribution centers, and many more hardware items used in the electrical construction industry. Methods are taught in a hands-on approach, allowing students to become familiar with basic wire termination and splicing, circuit construction techniques, and the correct selection of materials for the circuit installation and application. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

ELEC 115 - Applied DC and AC Circuits (3 cr.)

This course is an introduction to fundamental properties in electronics, electronic components, and circuits. Course includes uses of testing equipment, circuit troubleshooting and circuit repairs. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

ELEC 117 - Industrial Electrical Controls (3 cr.)

Prerequisite(s): ELEC 115 or instructor consent.

This course is a comprehensive study of control devices, circuits, diagrams, motors, three-phase power systems, and related hardware used in industrial power distribution and machine/process control. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

ELEC 125 – Blueprint Reading for Electricians (3 cr.)

Prerequisite(s): ELEC 105, ELEC 106, and ELEC 107 or instructor consent.

Electrical diagrams, construction drawings, and related mechanical drawing reading and interpretation are presented in this lecture course. Students are presented with standard symbols used throughout the electrical industry, as well as develop basic drawings for circuit construction in the lab setting. Students acquire the knowledge and skill needed to translate drawings into real-world electrical circuit installations. Emphasis is placed on residential and light commercial print reading. However, industrial diagrams are introduced in this course. Coursework prepares students for applicable SkillsUSA assessment. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. SP

ELEC 126 – Residential Circuits (3 cr.)

Prerequisite(s): ELEC 105, ELEC 106, and ELEC 107 or instructor consent.

This course is a comprehensive study of residential electrical installations and the requirements of the applicable standards of the National Electrical Code (NEC). Topics include installation of electrical distribution equipment, lighting, overcurrent protection, conductors, branch circuits, conduit, and other materials and equipment utilized in a residential electrical system. Upon completion, students will have the knowledge and skills required to properly install wiring and electrical distribution equipment associated with residential electrical installations. Coursework prepares students for applicable SkillsUSA assessment. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. SP

ELEC 207 - Industrial Electronics Applications (3 cr.)

Prerequisite(s): ELEC 115 or instructor consent.

This course is a study of electronic systems within industrial transducers, process controls, motor drives, motion controls, and other advanced controls. Emphasis is on complete system applications. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. SP

ELEC 216 - Programmable Controller Systems (3 cr.)

Prerequisite(s): ELEC 207 or instructor consent.

This course is an applications-based study of programmable logic controllers, hardware, operator interfaces, communications networks, and device interfacing as found in manufacturing. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. SP

ELEC 218 - Electrical Codes and Standards for Manufacturing (2 cr.)

Prerequisite(s): ELEC 115 or instructor consent.

This course is an applications of electrical code rules and related standards pertaining to manufacturing installations. Safe work practices, materials selections, and design problems are presented. Lecture 2 hours per week. F

ELEC 225 – Electrical Systems (3 cr.)

Prerequisite(s): ELEC 105, ELEC 106, and ELEC 107 or instructor consent.

This course is a comprehensive, introductory overview of all electrical wiring installed in residential, commercial, and industrial settings. Students are provided with an introduction to systems such as used for HVAC/R equipment, fire alarm systems, communication wiring, industrial electrical raceways and controls, and other wiring systems used in today's electrical systems. A major emphasis is placed on component identification and an introduction to National Electrical Code (NEC) standards that are applicable to each area. Lab activities include specialty areas such as fire alarm system installation, troubleshooting, and repair. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

ELEC 226 – Electrical Construction (3 cr.)

Prerequisite(s): ELEC 125, ELEC 126, ELEC 225 or instructor consent.

This course is designed to provide the skills required to install devices in residential, commercial, and industrial settings, this course advances the student's knowledge and skills in the use of specialized tools and techniques. Examples are use of conduit benders, wire pulling methods, panel installation, and installation of advanced circuit protection devices. All work is referenced to the applicable National Electrical Code (NEC) standards. Coursework prepares students for applicable SkillsUSA assessment. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

ELEC 227 – Commercial and Industrial Electrical Systems (3 cr.)

Prerequisite(s): ELEC 125, ELEC 126, ELEC 225 or instructor consent.

This course is an introduction to the tools, methods, materials, and equipment unique to commercial and industrial systems. A strong emphasis is placed on topics specific to commercial and industrial electrical installations, allowing students to acquire entry level knowledge and skill in these specialized areas. Basic motor control wiring, overload protection, commercial and industrial lighting, and three-phase systems are included as topics in this course. Applicable National Electrical Code (NEC) standards are presented. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

Emergency Medical Services

EMDS 105 - Emergency Medical Services I (9 cr.)

Prerequisite(s): READ 02 or placement of ENGL 111.

A study of all phases of basic emergency care, including patient assessment, cardiopulmonary resuscitation, management of medical emergencies, trauma injuries, obstetric emergencies, infant and child emergencies, and ambulance operations. The course is based on the current Department of Transportation National Standard Curriculum for EMT-Basic courses. Students are required to complete a background check at \$15 and provide proof of immunizations. Lecture 6 hours/Laboratory-Clinical 9 hours/Total 15 hours per week.

EMDS 201 – Emergency Medical Services II (14 cr.)

Prerequisite(s): Possession of current State of Missouri EMT license, or eligibility and ability to obtain one by the first day of class and acceptance into the paramedic program, READ 02 or Reading placement of ENGL 111, MATH 01 or higher, or ACCUPLACER placement score of 44 or higher on Pre-Algebra section or 26 or higher on Algebra section, or ACT Math placement score of 9 or higher. Corequisite(s): EMDS 202

The course is based on the current Department of Transportation Paramedic National Standard Curriculum. This course is organized to cover the Preparatory, Airway Management, Patient Assessment and medical portion of the National Curriculum. The class time includes both didactic and hands-on training of the skills needed. Lecture 10.6 hours/Laboratory-Clinical 3.3 hours/Total 13.9 hours per week.

EMDS 202 – Emergency Medical Services Internship I (4 cr.)

Prerequisite(s): Possession of current State of Missouri EMT license, or eligibility and ability to obtain one by the first day of class, and acceptance into the paramedic program, READ 02 or Reading placement of ENGL 111, MATH 01 or higher, or ACCUPLACER placement score of 44 or higher on Pre-Algebra section or 26 or higher on Algebra section, or ACT Math placement score of 9 or higher. Corequisite(s): EMDS 201

The course is based on the current Department of Transportation Paramedic National Standard Curriculum. This course includes a scheduled hospital

clinical experience during which the paramedic student will utilize the knowledge and skills learned in the classroom and college lab. The student is evaluated by hospital staff while performing intravenous access and/or fluid and medication administration, basic and advanced airway management, assisting with childbirths, newborn care, and postpartum patient care in the hospital setting. The course is based on the current Department of Transportation Paramedic National Standard Curriculum. Clinical 12 hours per week.

EMDS 204 – Emergency Medical Services III (14 cr.)

Prerequisite(s): EMDS 201 and EMDS 202

Corequisite(s): EMDS 205

The course is based on the current Department of Transportation Paramedic National Standard Curriculum. This course is organized to cover a continued in-depth study of advanced life support techniques with a concentration on prehospital cardiac medical emergencies and traumatic injuries. Lecture 8.7 hours/Laboratory-Clinical 5.3 hours/Total 14 hours per week.

EMDS 205 – Emergency Medical Services Internship II (4 cr.)

Prerequisite(s): EMDS 201 and EMDS 202

Corequisite(s): EMDS 204

The course is based on the current Department of Transportation Paramedic National Standard Curriculum. This is a scheduled hospital clinical experience during which the student will use the knowledge and skills learned in the classroom and college lab. The student is evaluated by hospital staff while performing the advanced skills in intubation, suctioning, venipuncture, IV insertion, mixing IV additives, medication administration, dysrhythmia interpretation defibrillation, and management of medical/traumatic emergencies. Clinical 12 hours per week.

EMDS 207 – Emergency Medical Services IV (6 cr.)

Prerequisite(s): EMDS 204 and EMDS 205

Corequisite(s): EMDS 208

The course is based on the current Department of Transportation Paramedic National Standard Curriculum. It is a continued in-depth study of advanced life support techniques with a concentration on patients with special considerations and EMS operations. Lecture 3.6 hours/Laboratory-Clinical 2.4 hours/Total 6 hours per week.

EMDS 208 – Emergency Medical Services Internship III (6 cr.)

Prerequisite(s): EMDS 204 and EMDS 205

Corequisite(s): EMDS 207

The course is based on the current Department of Transportation Paramedic National Standard Curriculum. It is a scheduled hospital emergency room experience and an internship on advanced life support ambulances providing observational and skill performance opportunities under direct supervision. The student is evaluated by emergency room staff in performance of skills learned in the college lab and by paramedic preceptors in the performance of advanced life support skills in the prehospital setting. Lecture 18 hours per week.

Engineering

ENGR 106 - Technical Math I (3 cr.)

Prerequisite(s): MATH 01 or higher, or ACCUPLACER placement score of 44 or higher on Pre-Algebra section or 26 or higher on Algebra section or ACT Math placement score of 9 or higher.

This course is a study of mathematical applications that includes fractions, decimals, percentages, powers and roots, SI system of units, signed numbers, and algebra. The applications focus on different fields of technology such as electronics, mechanics, machine design, civil technology, forestry, and computer operations. Lecture 3 hours per week. F

ENGR 107 - Technical Math II (3 cr.)

Prerequisite(s): ENGR 106 or instructor consent.

An introduction and study of basic geometric figures and the calculation of perimeters, area, and volume. It is a study of the application of triangles, pythagorean theorem, trigonometric functions, law of sines and law of cosines. Lecture 3 hours per week. SP

ENGR 110 - Engineering Graphics (3 cr.)

This is a basic course in graphics and design with intensive practice in sketching orthographic and pictorial representation. Problem-solving in perspective and parallel projections, auxiliary and sectional views, dimensioning, tolerances, reproduction, and working drawings utilizing computer aided design systems. Lecture 1 hour/Laboratory 4 hours/Total 5 hours per week. F, SP

ENGR 198 - Workplace Readiness (3 cr.)

This course focuses on preparing students to be successful in a work environment. Topics covered include conducting job searches, preparation of job application materials, preparation and practice for interviews, identifying basic skills necessary for the work environment, and related concepts. Skills addressed include diversity, accountability, quality, motivation, leadership, conflict, and other related topics. Lecture 3 hour per week. SP

ENGR 297 - Internship (6 cr.)

This course involves a supervised on-the-job training to provide practical experience in application of knowledge, skills, availabilities learned through school-based learning activities. The student works in area business/industry with direct supervision of industry personnel and indirect supervision of college staff. The student spends 240 clock hours on the job during the entire semester. Variable hours per week. SP

English

ENGL 01 - English as a Second Language (3 cr.)

A class for students whose native language is not English. Learners develop coherent speaking, reading, writing, and listening skills while interacting with peers and the instructor. Learners develop conversational skills through participation in group activities, interviews, and panel discussions. Learners monitor speech for errors in pronunciation, grammar, and discourse. Not acceptable for degree credit or for transfer. Course grade is recorded credit, no pass, incomplete, or in progress. May be repeated. Lecture 3 hours per week. F, SP

ENGL 02 – Transitional College Writing (4 cr.)

Prerequisite(s): READ 01 or Placement score of READ 02

Corequisite(s): ACAD 101

This course provides computer-assisted instruction in basic grammar and writing, coupled with classroom instruction in the conventions of college-level writing. Special attention is paid to the organization of ideas, the modes of writing, and standard written English. The course is designed to move developmental students quickly toward ENGL 111 and other credit classes. Lecture 4 hours per week.

ENGL 08 – Advanced Transitional College Writing (2 cr.)

Prerequisite(s): ACCUPLACER Writing Score of 65 to 69 or ACT English score of 16 to 17

Corequisite(s): ACAD 101 and ENGL 111 (section identified)

This course provides individualized instruction for students who have been identified as candidates for an accelerated learning program. Instruction in this course will include step-by-step processes of writing, planning, and the conventions of college-level writing. The course is designed to move Transitional students who are nearly ready for ENGL 111 into that class and other credit-bearing classes. Lecture 2 hours per week. F, SP, SU

ENGL 111 - College Writing (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

This course introduces students to college-level writing and establishes standards for writing essays in the rhetorical modes. Expository writing is used as a basis for study and discussion with extensive practice in reading critically and improving essays through revision. Students also learn to conduct research using library and internet sources following MLA guidelines. Students should have basic keyboarding skills. Lecture 3 hours per week. F, SP, S

ENGL 112 - Advanced College Writing (3 cr.)

Prerequisite(s): ENGL 111 with a minimum letter grade of C.

This course focuses on extended critical inquiry, in-depth library and electronic research, and extensive practice with argumentative academic writing. Students apply concepts of critical thinking to argumentative and persuasive communication. In addition, students apply appropriate research and documentation techniques and evaluate source materials. Lecture 3 hours per week. F, SP, S

ENGL 140 - Creative Writing (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

Beginning creative writers are introduced to the techniques, structures, and basic elements of poetry, short fiction, and drama. Learners examine character, plot, dialog, theme, setting, and voice in fiction. Learners critique works of experienced writers and their peers. With emphasis on preparation, criticism, and revision, learners write poetry, a short story, and a drama. Throughout the semester, students compile a portfolio of their writings. This course does not fulfill the General Education requirement for Humanities but may be used as an elective. Lecture 3 hours per week.

ENGL 210 - Introduction to Literature (3 cr.)

Prerequisite(s): ENGL 111 with a minimum letter grade of C.

Learners examine the basic elements of fiction, poetry, and drama and use a variety of critical perspectives to interpret, analyze, and write about various works from literature. Learners study the literature of societies and cultures as representative responses to universal questions relevant to the human experience. Lecture 3 hours per week. F, SP

ENGL 221 - World Literature to 1600 (3 cr.)

Prerequisite(s): ENGL 111 with a minimum letter grade of C.

This course is a survey of the backgrounds of the literature of the Western world from the ancient Near East, Mediterranean, and Western European regions before 1600 A.D. Students apply biographical, cultural, and historical contexts while they conduct literary research and evaluate and analyze literary works. Lecture 3 hours per week. F, S

ENGL 222 - World Literature since 1600 (3 cr.)

Prerequisite(s): ENGL 111 with a minimum letter grade of C.

This course is a survey of the development of the literature of the Western world since the Renaissance, including influences from Europe and from colonial Asia and Africa. Students apply biographical, cultural, and historical contexts while they conduct literary research and evaluate and analyze literary works. Lecture 3 hours per week. SP, S

ENGL 223 - Classical Mythology (3 cr.)

Prerequisite(s): ENGL 111 with a minimum letter grade of C.

Classical Mythology introduces students to the characters, events, and interpretive meanings of classical mythology, as well as the ancient civilizations that comprised the classical world and composed its mythology. With an emphasis on the mythologies of the ancient Mediterranean cultures of Greece and Rome, students identify the common qualities of world mythologies and appraise the influence of classical mythology on contemporary culture. Lecture 3 hours per week. F, SP, S

ENGL 231 - English Literature to 1798 (3 cr.)

Prerequisite(s): ENGL 111 with a minimum letter grade of C.

This class is a survey of the literature of Great Britain from the Middle Ages through the 18th Century. The class applies biographical, cultural, and historical contexts as students conduct literary research, and evaluate and analyze literary works. Lecture 3 hours per week. F, S

ENGL 232 - English Literature since 1798 (3 cr.)

Prerequisite(s): ENGL 111 with a minimum letter grade of C.

This class is a survey of English Literature from the 18th Century through present day. The class applies biographical, cultural, and historical contexts as students conduct literary research, and evaluate and analyze literary works. Lecture 3 hours per week. SP, S

ENGL 233 - Shakespeare (3 cr.)

Prerequisite(s): ENGL 111 with a minimum letter grade of C.

This course introduces students to selected plays by William Shakespeare, including comedies, histories, and tragedies. Through a combination of reading, discussion, and video performances, students apply biographical, cultural, and historical contexts to Shakespeare's life and works, as well as engage in analysis and evaluation of the selected plays. Lecture 3 hours per week. F

ENGL 241 - American Literature to 1870 (3 cr.)

Prerequisite(s): ENGL 111 with a minimum letter grade of C.

This class is a survey of the literature of America from its beginnings through the Civil War. The class applies biographical, cultural, and historical contexts as students conduct literary research, evaluate, and analyze literary works. Lecture 3 hours per week. F, S

ENGL 242 - American Literature since 1870 (3 cr.)

Prerequisite(s): ENGL 111 with a minimum letter grade of C.

This class is a survey of American literature from the Civil War through the present. The class applies biographical, cultural, and historical contexts as students conduct literary research, and evaluate and analyze literary works. Lecture 3 hours per week. SP, S

ENGL 281 - Old Testament Literature (3 cr.)

Prerequisite(s): ENGL 111 with a minimum letter grade of C.

This course is a survey of the literature of the Old Testament of the Judeo-Christian Bible. Students apply biographical, cultural, and historical contexts while they conduct literary research and evaluate and analyze various works within the canon. Lecture 3 hours per week. F

ENGL 282 - New Testament Literature (3 cr.)

Prerequisite(s): ENGL 111 with a minimum letter grade of C.

This course is a survey of the literature of the New Testament of the Christian Bible. Students apply biographical, cultural, and historical contexts while they conduct literary research and evaluate and analyze various works within the canon. Lecture 3 hours per week. SP, S

Environmental/Occupational Health and Safety

EOSH 116 - Introduction to Industrial Hygiene (3 cr.)

This course provides an introduction to the recognition, evaluation, and control of workplace health hazards. Identification, evaluation, and control of stressors in the workplace that pose a health hazard to employees is the main focus of the course. Methods of control, tools, test equipment, and resources available to perform workplace health hazard assessments are addressed. Lecture 3 hours per week. SP

EOSH 205 - Safety and Health Regulations & Standards (3 cr.)

This course is a study of the legislation and standards established to protect the safety and health of employees in a work environment. The Occupational Safety and Health (OSH) Act will be covered. Compliance with regulations established by Occupational Safety and Health Administration (OSHA) will be reviewed in detail. Course addresses acceptable work practices, rights and responsibilities, and compliance requirements for most work environments. Lecture 3 hours per week. F

EOSH 206 - Environmental Regulations (3 cr.)

This course examines statutory requirements for different environmental media, associated compliance issues, enforcement activities, and governmental regulations such as those promulgated by the U.S. Environmental Protection Agency (EPA). The purpose of different environmental laws and programs are addressed, along with the basic framework of implementation for each program. Common law impacts from environmental issues and terminology specific to environmental regulations are also covered. Lecture 3 hours per week. F

EOSH 215 - Transportation, Storage, and Handling of Hazardous Materials (3 cr.)

This course introduces regulatory requirements for transportation of hazardous materials and handling of hazardous materials by employees. Specific requirements and terminology pursuant to the U.S. Department of Transportation (DOT) Hazardous Materials Regulations will be covered. OSHA requirements for employees who handle hazardous materials and terminology specific to these regulations are also addressed (HAZWOPER). Use of reference materials and regulations are included in the course. Lecture 3 hours per week. F

EOSH 216 - Waste Management and RCRA (3 cr.)

This course introduces students to the available options for properly minimizing, recycling, and/or disposing of all solid wastes under Resource Conservation Recovery Act (RCRA). Students focus on management of materials to minimize waste production. Recycling and recovery issues are addressed. Students explore application of pollution prevention techniques. The course addresses hazardous waste including generation, storage, disposal, and associated regulatory issues. Waste identification, manifesting, and tracking are covered. Lecture 3 hours per week. F

EOSH 225 - Accident Investigation (3 cr.)

This course provides an introduction to the fundamental requirements and techniques used in investigating accidents involving environmental or occupational safety and health issues. Students also explore causes and prevention methods that can be used for these types of events. A variety of methods for analyzing information and for assessing program effectiveness are addressed. Lecture 3 hours per week. SP

EOSH 226 - Emergency Preparedness and Planning (3 cr.)

This course addresses the legal responsibilities of environmental, facility, and human protection. Responsibilities and functions of employees during an emergency are emphasized. The course explores different approaches to emergency planning. A variety of techniques to perform analysis, auditing, and hazard assessment are addressed. Lecture 3 hours per week. SP

Fire Science

FIRE 115 - Firefighter I and II (12 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course is based on the National Fire Protection Association 1001, Standard for Firefighter Professional Qualifications, 2013 Edition. The performance requirements and practical skills necessary to perform the duties of a firefighter are thoroughly covered. Topics include fire service orientation, safety, fire behavior, self-contained breathing apparatus, ropes, hoses, ladders, rescue, ventilation, salvage overhaul, portable fire extinguishers, emergency medical care, fire control, water supply, and fire prevention. Individuals successfully completing this course and meeting the requirements of Missouri Division of Fire Safety will be eligible for certification as Firefighter I and II by the Division of Fire Safety. Lecture 7 hours/Laboratory 5 hours/Total 12 hours per week.

FIRE 118 - Hazardous Materials Awareness and Operations (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course is based on the National Fire Protection Association 472, Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents, 2008 Edition and 29 CFR 1910-120(g). Course covers both awareness level and operations level hazardous materials training based on a combination of practical skills assessment and course work to prepare students for certification through the Missouri State Fire Marshall, Division of Fire Safety. Students learn to recognize and size up any incident involving hazardous materials or weapons of mass destruction and understand the firefighter role within the response plan. Lecture 3 hours per week.

FIRE 119 – Fire Behavior and Combustion (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course explores the theories and fundamentals of how and why fires start and spread, and how they are controlled. This course follows the National Fire Academy Fire and Emergency Services Higher Education

(FESHE) model curriculum for the Associates' core Fire Behavior and Combustion. Lecture 3 hours per week. F

FIRE 126 – Principles of Emergency Services (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course provides an overview to fire protection and emergency services; career opportunities in fire protection and related fields; culture and history of emergency services; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics; and life safety initiatives. This course follows the National Fire Academy Fire and Emergency Services Higher Education (FESHE) model curriculum for the Associates' core Principles of Emergency Services. Lecture 3 hours per week. SP

FIRE 135 - Fire Prevention (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course provides fundamental knowledge relating to the field of fire prevention. Topics covered in the course include history and philosophy of fire prevention; organization and operation of a fire prevention bureau; use and application of codes and standards; plans review; fire inspections; fire and life safety education; and fire investigation. The course follows the National Fire Academy Fire and Emergency Services Higher Education (FESHE) model curriculum for the Associate's core Fire Prevention class. Lecture 3 hours per week.

FIRE 215 - Tactics and Strategies (3 cr.)

Prerequisite(s): FIRE 115 or instructor consent.

This course covers the specific strategies and tactical considerations that are used in different fire situations. Topics covered include preincident planning, size up, technical operations, scene control, high-risk populations, and industrial and commercial occupancies. Lecture 3 hours per week.

FIRE 216 – Fire Instruction (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course introduces instructional concepts and prepares the instructor candidate for the responsibilities of developing and teaching fire and emergency service training programs. The material is based on NFPA 1041, Standard for Fire Service Instructor Professional Qualifications. Topics addressed include development of training outlines and course development, using visual aids, presentation skills, and testing procedures. Lecture 3 hour per week. F

FIRE 217 - Building Construction for Fire Protection (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course provides the components of building construction related to firefighter and life safety. The elements of construction and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations, and operating at emergencies. This course follows the National Fire Academy Fire and Emergency Services Higher Education (FESHE) Model Curriculum for the Associates' core Building Construction for Fire Protection class. Lecture 3 hours per week.

FIRE 225 - Hydraulics and Water (3 cr.)

Prerequisite(s): FIRE 115 and MATH 01 or higher, or placement of ENGR 106 or instructor consent.

This course provides a detailed understanding of the physical characteristics of water and its movement as it relates to fire suppression. Topics covered include principles of water flow, calculating required fire flows, types of fire streams, fire service pump design, types of fire streams, fire hose nozzles, and other related topics. Lecture 3 hours per week.

FIRE 226 – Principles of Emergency Services Safety and Survival (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course introduces the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavior change throughout the emergency services. This course follows the National Fire Academy Fire and Emergency Services Higher Education (FESHE) model curriculum for the Associates' core Principles of Emergency Services Safety and Survival. Lecture 3 hours per week. SP

FIRE 235 - Fire Protection Systems (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course provides information relating to the features of design and operations of fire alarm systems, water-based fire suppression systems, special hazard fire suppression systems, water supply for fire protection, and portable fire extinguishers. This course follows the National Fire Academy Fire and Emergency Services Higher Education (FESHE) model curriculum for the Associates' core Fire Protection Systems class. Lecture 3 hours per week.

FIRE 239 - Search and Rescue (3 cr.)

Prerequisite(s): FIRE 115 or instructor consent.

This course provides the information necessary to meet the Operations-Level requirements under NFPA Standard 1670, Standard on Operations and Training for Technical Search and Rescue Incidents. Topics include search and rescue incident management, rescue vehicles and equipment, rope rescue, confined space search and rescue, wilderness search and rescue, plus many other search and rescue scenarios. Lecture 3 hours per week.

FIRE 245 - Fire Codes and Inspection (3 cr.)

Prerequisite(s): FIRE 115 or instructor consent.

This course covers the principles and techniques of fire prevention and code enforcement compliance. It addresses NFPA 1031, Standards for Professional Qualifications for Plan Examiner (2009 edition). Topics covered also meet the Fire and Emergency Services Higher Education Principles of Code Enforcement. The course addresses duties, authority, standards, codes, permits, construction types and occupancy classifications, site access, inspection procedures, and other related topics. Lecture 3 hours per week.

FIRE 255 - Leadership in the Fire Service (3 cr.)

Prerequisite(s): FIRE 115 or instructor consent.

This course covers NFPA 1021 Standard for Fire Officer Professional Qualifications. The topics covered include leadership, supervision, ethics, decision-making, legal responsibilities and liabilities, interpersonal communications, organizational structure, records management, safety and health issues, and other related material. Lecture 3 hours per week.

Forestry

FRST 115 - Forest Utilization (3 cr.)

This course is an introduction to the multiple use aspects in the overall field of forestry. Emphasis is placed on management policies at the local and national levels, forestry ecological systems, and the interrelationships of forestry to other disciplines. Lecture 3 hours per week. SP

FRST 117 - Introduction to Dendrology (3 cr.)

This course involves field and lab identification of native and exotic trees and woody vines using leaves, twigs, bark, and fruit characteristics. Lecture 3 hours per week. F

FRST 119 - Forest Measurements (3 cr.)

This course is an introduction to forest measuring techniques, including measuring equipment, log scaling practices, forest product measurements, cruising, and inventory techniques. Lecture 3 hours per week. SP

FRST 215 - Forest Management Practices (3 cr.)

This course is an introduction to forest management practices, to including governmental roles with the emphasis on local and regional regulations, principles of the ecosystem, sustainable forest concepts, and multiple use management. Lecture 3 hours per week. F

FRST 217 - Silviculture and Ecology (3 cr.)

This course is a detailed study of the concepts and techniques utilized in the silvicultural treatment of forests. Lecture 3 hours per week. SP

FRST 225 - Wildland Fire Management (3 cr.)

This course is designed to provide entry-level firefighting skills. Instruction is provided in the primary factors that affect the start and spread of a wildfire. Students learn fire suppression techniques for wildland fires. In addition students successfully completing the class will have the opportunity to become certified wildland firefighters. Lecture 3 hours per week.

General Studies

GNST 090 - New Student Orientation (1 cr.)

This course gives students the opportunity to develop knowledge of the enrollment process, student rights and responsibilities, college policies and procedures and to gain exposure to activities and services available at Three Rivers College. This course is offered to first-time freshmen to ensure timely and accurate enrollment assistance. Lecture 1 hour per week. F, SP, S

GNST 102 - Leadership Development (1 cr.)

Prerequisite(s): Instructor consent.

This course enhances campus and community leadership through orientation and participation in service projects and social activities. Enrollment is restricted to students participating in campus/community organizations. Lecture 1 hour per week. F, SP

GNST 104 - Career Exploration (1 cr.)

In this course, students explore career opportunities and prepare for seeking employment after graduation. This course combines 8 weeks of independent study with 8 weeks of lecture and discussion. Lecture 1 hour per week. F, SP

GNST 111 - Personal Finance (3 cr.)

This course attempts to challenge students to use critical thinking in the analysis and development of complex financial solutions to the many challenges associated with personal finance. Through indicated assignments and projects, students gain technical and managerial skills that will allow them to succeed in the financial world. Personal finance is not just about textbook learning; it challenges students to use their critical/creative skills in all aspects of Personal Finance, not just those covered in this course. Lecture 3 hours per week.

Geographic Information Systems

GIS 110 - Introduction to Mapping Principles (3 cr.)

This course addresses skills and knowledge necessary to read, analyze, and interpret maps. Topics include mapping basics such as scale, spatial reference systems and projection, data acquisition and organization, thematic mapping, and the principles of map design. Lecture 3 hours per week. F, SP

GIS 120 - Introduction to Geographic Information Systems (3 cr.)

This course provides an introduction to geographic information systems and methods of creating, maintaining, and displaying geospatial data and imagery using ArcGIS software. The course includes a broad survey of applications. Course topics include elements of GIS, analysis of spatial information, map creation and analysis, GIS data types, map projections and coordinate systems, and other related topics. Lecture 2 hours/Lab 2 hours/Total 4 hours per week. Lecture 3 hours per week

GIS 140 - Geographic Information Systems II (3 cr.)

Prerequisite(s): GIS 120.

This course, combined with GIS 120, provides students with a solid foundation in GIS concepts and the use of GIS. Students gain necessary skill and knowledge to use GIS concepts and software to solve problems. Emphasis is on hands-on applications. Topics covered include data models, data acquisition, spatial data editing, attribute management, vector and raster data analysis, spatial interpolation, and other related concepts. Lecture 3 hours per week.

GIS 210 - WEB-Based GIS (3 cr.)

Prerequisite(s): GIS 120.

This course addresses delivery of geographical data via the Internet. Students compose maps using mapping services available online. The course introduces the use of markup language to customize Web-based GIS applications for a specific use. Lecture 3 hours per week.

GIS 220 - Introduction to Remote Sensing (3 cr.)

Prerequisite(s): GIS 120.

This course provides an introduction to remote sensing. The topics covered include image processing techniques used for remote sensing, applications of remote sensing, and the relationships between GIS image processing and remote sensing. Case studies and hands-on exercises are used to illustrate

various remote sensing and image processing applications in practice. Lecture 3 hours per week.

GIS 230 – Spatial Analysis in GIS (3 cr.)

Prerequisite(s): GIS 120.

This course builds problem-solving and analysis skills. Course topics cover various spatial analysis techniques that are used to provide support for decision-making in solving problems in a variety of fields. Students develop skills through project and lab activities. Lecture 3 hours per week.

GIS 240 - Applications in GIS (3 cr.)

Prerequisite(s): GIS 120.

This course provides an introduction to applications of GIS using ArcView. Emphasis of the course is on solving problems with GIS. Students complete projects in their field of study. Topics covered include data sources and accuracy, manipulation of databases, creation of charts and graphs, and presentation of data in map layouts. Other related topics are also be addressed. Lecture 3 hours per week.

GIS 250 – Advanced GIS (3 cr.)

Prerequisite(s): GIS 120.

This course introduces students to more of the advanced capabilities of ArcGIS. Topics covered include designing geodatabases for use, working with data, optimizing workflow, and other related concepts. Students develop skills through hands-on activities and projects. Lecture 3 hours per week.

Geography

GEOG 111 - Regional Geography: Eastern World (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This introductory survey of world regional geography explores location, essential geographical characteristics and major political, cultural, social, and economic problems of East Asia, North Africa, Southwest Asia, and Southeast Asia. Lecture 3 hours per week. F

GEOG 112 - Regional Geography: Western World (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This introductory survey of world geography explores location, essential geographical characteristics and major political, cultural, social, and economic problems of Africa South of the Sahara, Europe, Anglo America, and Latin America. Lecture 3 hours per week. SP

Global Studies

GLBL 120 - Seminar in Global Studies (1 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

This seminar explores the interconnectedness of the human experience, showing how all humans, past, present, and future, are united in their humanity, no matter where they reside or when they exist. The course offers students the opportunity to better prepare themselves to compete in a global economy and expand their global cultural experiences. This course is required for completion of the Global Studies Certificate. Lecture 1 hour per week.

Government & Political Science

GOVT 121 - National and State Government (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

This course is a survey of the federal government and the political system of the United States through its organization and function from colonial institutions through its present-day powerful development. This course satisfies the state legislative requirement for graduation. Lecture 3 hours per week. F, SP, S

GOVT 220 - Missouri Government (1 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course is for students who transferred a course equivalent to GOVT 121 but have not had the Missouri Constitution/government component as mandated by the state legislature. This course is designed to meet that mandate. GOVT 220 is not a substitute for GOVT 121. Lecture 1 hour per week.

GOVT 233 - International Relations (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course is the study of basic factors governing international relationships among nations and how those factors figure in current world problems. Lecture 3 hours per week. SP

Green Diesel Technology

GRDT 115 - Green Diesel Technician I (6 cr.)

This course provides training to beginning diesel technicians. Students gain extensive hands-on training and experience in working with diesel engines, including a complete tear down of a diesel engine, measurement, and use of special tools. The student is made aware of all aspects of proper shop operation, environmental issues, fuel efficiency standards, and safety. Lecture 6 hours per week.

GRDT 215 - Green Diesel Technician II (6 cr.)

Prerequisite(s): GRDT 115.

This course provides training for the technician in the proper design of diesel fuel systems and the function of their components. Students learn to diagnose problems, as well as perform preventive maintenance. Students learn to test, install, and adjust fuel injectors and will learn operating principles of governor-controlled fuel systems, inline pump systems, multiple pump systems, and tune-up procedures. Lab work provides the experience of disassembling, checking, repairing, and reassembling the different fuel systems. Special emphasis is placed on the analysis and control of emissions, alternative fuel types, and federal emission standards. Lecture 6 hours per week.

GRDT 225 - Green Diesel Technician III (6 cr.)

Prerequisite(s): GRDT 215.

This program provides training for diesel technicians in turbochargers, roots blowers, air intake and exhaust systems, in line pump timing and distributor pump tune-up procedures. The student learns tune-up procedures for three of the major diesel engines. Lab work provides the opportunity to disassemble, inspect, and reassemble blowers, turbochargers, and injection pump training aids. Lecture 6 hours per week.

Heating, Ventilation, Air Conditioning/Refrigeration

HVAC 105 – Safety for HVAC/R Profession (3 cr.)

Course provides instruction and application in the safe use and care of hand tools, specialized tools, materials, and equipment used in HVAC/R installation, troubleshooting, maintenance, and repair. The course addresses all applicable state, local, and national safety regulations and proper compliance. Orientation to job entry specification and occupational opportunities is included in this course. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

HVAC 106 – Electricity for HVAC/R Technicians (3 cr.)

This course is a practical study of electricity, electrical hardware, and electrical test instruments used in the heating, air conditioning and refrigeration industry. Coursework includes instruction and practical application in basic electricity, troubleshooting circuits, interpreting schematics, power distribution systems, electrical control components, and motors. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

HVAC 107 – Heating, Ventilation, Air Conditioning, and Refrigeration I (3 cr.)

This course is an introduction to the operation of HVAC/R systems. The course includes an introduction to the equipment used in systems for heating, ventilation, air conditioning, and refrigeration. Students acquire a working knowledge of the most common system designs. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

HVAC 115 – Heating, Ventilation, Air Conditioning, and Refrigeration II (3 cr.)

Prerequisite(s): HVAC 105, HVAC 106, and HVAC 107 or instructor consent.
This course is an introduction to the operation of HVAC/R systems. Course includes an introduction to the equipment used in systems for heating, ventilation, air conditioning, and refrigeration. Students acquire a working knowledge of the most common system designs. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. SP

HVAC 116 – HVAC/R Motors and Controls (3 cr.)

Prerequisite(s): HVAC 105, HVAC 106, and HVAC 107 or instructor consent.
This course is a concentration in the study of control circuitry found in all forms of HVAC/R equipment. Students learn to interpret electrical diagrams, become familiar with common control devices, and electronic control systems will be introduced. Practical troubleshooting techniques for HVAC/R motors and controls are the primary emphasis of this course. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. SP

HVAC 215 – Residential Heating, Air Conditioning, and Refrigeration (3 cr.)

Prerequisite(s): HVAC 105, HVAC 106, and HVAC 107 or instructor consent.
This course involves an in-depth study of residential systems. Students gain the knowledge and skills required for proper installation and servicing of residential systems. Refrigerant and cooling gas handling and reclaiming methods are included in this course to permit students to become certified in this area. Course emphasizes HVAC Excellence Certification. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

HVAC 216 – Commercial Heating, Ventilation, and Cooling (3 cr.)

Prerequisite(s): HVAC 115, HVAC 116, and HVAC 215 or instructor consent.
This course involves an in-depth study of commercial systems to include ventilation but exclude refrigeration. Students gain the knowledge and skill required for proper installation and servicing of commercial systems. Course emphasizes HVAC Excellence Certification. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

HVAC 217 – Commercial Refrigeration (3 cr.)

Prerequisite(s): HVAC 115, HVAC 116, and HVAC 215 or instructor consent.
This course is designed to provide students with coursework exclusive to commercial systems. Commercial refrigerant-flow diagrams, commercial symbol diagrams, commercial electrical schematics, hermetic and semi-hermetic systems, and commercial system applications are studied. This includes the study of commercial freezers and walk-in units, commercial refrigeration equipment, water coolers, and ice makers. Course emphasizes HVAC Excellence Certification. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

Health, Physical Education, and Recreation

PROFESSIONAL COURSES**HPER 110 - Lifetime Wellness (2 cr.)**

This course is designed to assist the student in recognizing psychosocial and physiological health issues in order to assess health status. In addition, the student is encouraged to explore attitudes about health-related matters and make informed decisions about health-enhancing behaviors. Lecture 2 hours per week. F, SP, S

HPER 113 - History and Principles of Physical Education (2 cr.)

This course is an introductory study of the history, principles, and philosophy of modern physical education and sports. Recommended for students majoring or minoring in physical education. Lecture 2 hours per week. F

HPER 123 - First Aid (2 cr.)

This course offers the student preparation in first aid care and life-saving emergency concepts. Emphasis is placed on caring for sprains, strains, and breaks; as well as various emergency responses. American Red Cross First Aid and CPR certification is obtained upon successful completion of the course. Lecture 2 hours per week. SP

HPER 213 - Basketball Coaching Techniques (2 cr.)

This course is designed to teach the fundamentals of coaching organized basketball to all age groups. Recommended for all students whose major or minor is in physical education. Lecture 2 hours per week. SP

HPER 214 - Baseball Coaching Techniques (2 cr.)

This courses involves development of a baseball team, selection of players by position, team drills, offensive and defensive strategies, scouting, and player management. Lecture 2 hours per week. SP

HPER 223 - Camping and Camp Counseling (2 cr.)

This course is an introduction to the history and objectives of organized camping with emphasis on the role of the modern camp counselor. Lecture 2 hours per week. SP

HPER 243 - Sports Officiating (2 cr.)

This course allows students to become acquainted with and knowledgeable of the rules and techniques of officiating in the fields of basketball, baseball, and volleyball. Lecture 2 hours per week. F

ACTIVITY COURSES

Students are limited to 2 activity and/or varsity courses per semester for credit. Students may not repeat activity courses. Students of either sex may register for any course. Laboratory 2 hours per week for all courses.

HPER 102 Basketball (1 cr.)**HPER 111 Volleyball/Softball (1 cr.)****HPER 112 Advanced Volleyball (1 cr.)****HPER 121 Tennis (1 cr.)****HPER 122 Badminton and Table Tennis (1 cr.)****HPER 131 Beginning Golf (1 cr.)****HPER 132 Bowling (1 cr.)****HPER 150 Walking for Fitness (1 cr.)****HPER 151 Foundations of Fitness (1 cr.)**

This course provides current information about the beneficial effects of and how to implement and live a healthy lifestyle through lecture, cardio exercises, and weight workouts. General topics covered include diet and exercise, cardiovascular fitness, and weight training. Students participate in activities designed to increase strength, flexibility, and cardiovascular endurance. Individualized program are developed by the student. Students meet in the class for the first 8 weeks of the course and then continue with their individualized program for the next 8 weeks with the coach tracking their progress. Lecture .5 hour/Laboratory 1 hour/Total 1.5 hours per week. F, SP

HPER 152 Fitness Center I (1 cr.)

Prerequisite(s): HPER 151.

This course provides instruction in the development of fitness planning, fitness goal setting, and personal health and wellness. This is an introductory course where students gain the knowledge of a wide variety of fitness equipment. Students participate in activities designed to increase strength, flexibility, and cardiovascular endurance. Students will meet with an instructor during first week and last week of classes. Lecture .5 hour/Laboratory 1 hour/Total 1.5 hours per week. F, SP

HPER 251 Fitness Center II (1 cr.)

Prerequisite(s): HPER 152.

This course provides instruction in the development of fitness planning, fitness goal setting, and personal health and wellness. Students participate in activities designed to increase strength, flexibility, and cardiovascular endurance. Students meet with an instructor during the first week and last week of classes. Lecture .5 hour/Laboratory 1 hour/Total 1.5 hours per week. F, SP

HPER 252 Athletic Fitness (1 cr.)

Prerequisite(s): HPER 151.

Corequisite(s): HPER 2691-2693; HPER 2791-2793; HPER 2891-2896; or HPER 2991-2996.

The course focuses on continued implementation of personal fitness plan with emphasis on improving strength through use of weights. Lecture .5 hour/Laboratory 1 hour/Total 1.5 hours per week.

HPER 192 - Movement Fundamentals (1 cr.)

This course involves the mechanics of the movement process related to efficient and effective physical performance. Covers movement patterns correlated to human anatomical and physiological design and properties, the processes of motor learning and motor behavior and the principles of motion with application to human movement and physical activity. Lecture 1 hour per week.

VARSITY SPORTS**HPER 2491-2496 Varsity Rodeo (1 cr.)**

Prerequisite(s): Coach consent.

This course is designed for the experienced athlete and participation is restricted to students who are on the rodeo team. New team members are selected on a yearly basis. Members are required to attend practices, scheduled rodeos, and other team events. Members improve skills within their event. One hour of physical education credit is granted for each full semester the student competes on the team. SP

HPER 2591-2596 Spirit Squad (1 cr.)

Prerequisite(s): Coach consent.

This course is designed for the experienced athlete and participation is restricted to students who are on the spirit squad. Tryouts are held each year. Members are required to attend practices, scheduled games, and other team events. Members of the squad develop tumbling skills, vocal projection, and crowd participation cheers and/or chants in practice and game situations. One hour of physical education credit is granted for each full semester the student competes on the team. F, SP

HPER 2691-2693 Women's Varsity Softball (1 cr.)

Prerequisite(s): Coach consent.

This course is designed for the experience athlete and participation is restricted to students who are on the softball team. Tryouts are held each year. Players are required to attend daily practices, scheduled games, and other team events. Players develop hitting, fielding, throwing, pitching, and team strategy skills in practice and game situations. One hour of physical education credit is granted for each full semester the student competes on the team. SP

HPER 2791-2793 Men's Varsity Baseball (1 cr.)

Prerequisite(s): Coach consent.

This course is designed for the experienced athlete and participation is restricted to students who are on the baseball team. Tryouts are held each year. Players are required to attend daily practices, scheduled games, and other team events. Players develop hitting, fielding, throwing, pitching, and team strategy skills in practice and game situations. One hour of physical education credit is granted for each full semester the student competes on the team. SP

HPER 2891-2896 Women's Varsity Basketball (1 cr.)

Prerequisite(s): Coach consent.

This course is designed for the experienced athlete and participation is restricted to students who are on the women's basketball team. Tryouts are held each year. Players are required to attend daily practices, scheduled games, and other team events. Players develop shooting, passing, dribbling, defensive, and rebounding skills in practice and game situations. One hour of physical education credit is granted for each full semester the student competes on the team. F, SP

HPER 2991-2996 Men's Varsity Basketball (1 cr.)

Prerequisite(s): Coach consent.

This course is designed for the experienced athlete and participation is restricted to students who are on the men's basketball team. Tryouts are held each year. Players are required to attend daily practices, scheduled games, and other team events. Players develop shooting, passing, dribbling,

defensive, and rebounding skills in practice and game situations. One hour of physical education credit is granted for each full semester the student competes on the team. F, SP

History

HIST 111 - American History to 1877 (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

A general survey of the history of the United States from discovery and exploration through the Civil War and Reconstruction, emphasizing political, economic, social, and cultural factors. Lecture 3 hours per week. F, SP, S

HIST 112 - American History since 1877 (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

A general survey of the history of the United States from the period of the growth of big business following the Civil War to the present day, emphasizing political, economic, social, and cultural factors in the growth of America. Lecture 3 hours per week. F, SP, S

HIST 121 - World Civilization to the Renaissance (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

This course is designed to provide the student with the essential information relating to the history of human civilization, how civilizations form, how they develop, and how they decline, and, possibly, cease to exist. In the process of this, the student demonstrates a level of competency relating to specific features of the civilizations, both those that rose to dominance and those that functioned in a less prominent role that have influenced humanity, past and present. Lecture 3 hours per week. F

HIST 122 - World Civilization since the Renaissance (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

This course is designed to provide the student with the essential information relating to the history of human civilization, how civilizations form, how they develop, and how they decline, and, possibly, cease to exist. In the process of this, the student demonstrates a level of competency relating to specific features of the civilizations, both those that rose to dominance and those that functioned in a less prominent role that have influenced humanity, past and present. Lecture 3 hours per week. SP

Honors

HNRS 110 - Honors Inquiry Seminar (1 cr.)

Prerequisite(s): Honors Program Coordinator consent.

This course provides an opportunity for academic inquiry across the disciplines through seminars based on topics of intellectual significance. Students will evaluate and synthesize as they study. Three Rivers Honors Program students must complete three inquiry seminars. Lecture 1 hour per week. F, SP, S

HNRS 120 - Honors Leadership Seminar (3 cr.)

Prerequisite(s): Completion of at least one hour of HNRS 110 and Honors Program Coordinator consent.

This course emphasizes discussion of leadership styles based on acquiring an understanding of problem-solving, working with diversity, managing change, conflict, and networking. Drawing upon experiences in a guided service learning project, each student develops a personal philosophy of leadership. Three Rivers Honors Program students must take Honors Leadership Seminar. Lecture 3 hours per week. F

HNRS 200 - Honors Independent Study (1-3 cr.)

Prerequisite(s): Completion of at least one hour of HNRS 110 and Honors Program instructor and the Honors Program Coordinator consent.

This is an independent study that allows the student to work at an honors level on a project or paper that addresses a topic not studied in-depth or contained in the regular curriculum.

HNRS 220 - Honors Multi-Disciplinary Seminar (3 cr.)

Prerequisite(s): Completion of at least one hour of HNRS 110 and seminar instructors and the Honors Program Coordinator consent.

This course focuses on a topic of cultural and societal significance that guides students to a richer understanding of a particular time, place, or phenomenon. Examining various ideas and images, students study ways in which individuals and groups have attempted to understand the world. This course uses a range of documents, recordings, films, television programs, and music as appropriate to the particular topic and draws upon honors program instructors as seminar mentors. Lecture 3 hours per week.

Information Systems Technology

IST 100 - Computer Applications (3 cr.)

Prerequisite(s): READ 02 or Reading Placement of ENGL 111.

This course is designed to teach students how to use application software to improve their personal productivity. This course expands students' skills in word processing, spreadsheet applications, database, and presentation software. Using these software applications, students create documents, letters, forms, tables, and create charts and graphs, build tables, queries, forms, reports, and organize, manage and secure a database; and use presentation software to create and modify graphic presentations. The course prepares students to use college and public resources to manage coursework and conduct research. It also discusses the importance of computer and web security. Lecture 3 hours per week. F, SP

IST 101 - Presentation Graphics Using Microsoft® PowerPoint (1 cr.)

The purpose of this course is to prepare the student in using Microsoft PowerPoint to plan, design, and produce effective presentations. Students create charts, diagrams, and storyboards; develop appropriate text content; and add sound, animation, and video to create highly effective presentations. Lecture 1 hour per week.

IST 115 - Introduction to Information Systems (3 cr.)

This course introduces students to the business applications of information technology. The course evaluates the operating characteristics and organizational implications of business information systems from the management perspective. Students discuss strategic information planning, organizational change, systems-based decision-making, and preliminary methodologies for systems analysis. Lecture 3 hours per week. F, SP

IST 126 - Word Processing Applications (3 cr.)

Prerequisite(s): IST 100 or IST 115.

This course instructs students in the theories and practical applications of one of the most popular word processing programs—Microsoft Word. This course is designed to help students create, format, customize, modify, and organize various documents from scratch and pre-formatted arrangements. Lecture 3 hours per week. F, SP

IST 148 - Office Procedures (3 cr.)

A study of the practices and procedures of current office concepts with emphasis on human relations and personality development, employment opportunities, telecommunications, word and data processing, filing and records management, and communications skills. Lecture 3 hours per week. F, SP

IST 149 - Medical Terminology and Coding Procedures (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

This course is a study of medical terminology and coding procedures as they relate to the office of today. The course includes specialized terminology and coding procedures for medical options. Lecture 3 hours per week. F

IST 216 - Introduction to Data Communications (3 cr.)

Prerequisite(s): IST 115 or instructor consent.

This course introduces the principles of data communications and networking. The student learns about a variety of networking equipment and applications, including network operating systems, electronic mail, online services, modems, wireless networks, local area networks, wide area networks, network design, the Internet, and intranets. Emphasis is placed on

a thorough understanding of the OSI Model and the TCP/IP Model. Lecture 3 hours per week. SP

IST 225 - Medical Billing and Coding I (5 cr.)

Prerequisite(s): IST 149.

This class is designed to train individuals in all aspects of medical insurance, including plan options, carrier requirements, state and federal regulations, accurately completing claims and coding diagnoses and procedures. Individuals will develop skills necessary to obtain a position in a physician's office, hospital or healthcare facility. Lecture 5 hours per week.

IST 256 - Administrative Transcription (3 cr.)

Prerequisite(s): BUED 103 and IST 126.

Students develop a foundation in medical, legal, and executive transcription utilizing software for the PC. Medical, legal, and executive transcription projects are transcribed from dictation software in the computer lab. Students complete Integrated Office Simulation projects along with calculator speed test. Lecture 3 hours per week. F

IST 268 - Spreadsheet Applications (3 cr.)

Prerequisite(s): IST 100 or IST 115 and BUED 110 or ENGR 106 or MATH 106 or placement of MATH 153 or higher.

In this course students demonstrate the ability to use Microsoft Excel for basic and advanced functions. Lecture 3 hours per week. F, SP

IST 269 - Database Applications (3 cr.)

Prerequisite(s): IST 100 or IST 115 or instructor consent.

This course teaches the use of a database management program with in-depth experience in the development of relational databases. The effective storage of data, creation of table relationships, forms, reports, and a menu driven database are covered. Lecture 3 hours per week. SP

IST 275 - Advanced Medical Billing and Coding (7 cr.)

Prerequisite(s): IST 225.

This course is designed to further train individuals in both inpatient and outpatient coding and links a connection to the billing/reimbursement/collections process. Students go through all steps necessary to code a claim correctly and link the correct CPT and ICD-9-CM codes for reimbursement for various insurance carriers and government entities. This course explains adjustments and how and when to bill patients, and what to do if there is a denial or rejection. Students learn more code-specific information, specialty coding, and the levels of coding. They have the opportunity to use billing software to code from sample forms. Lecture 6 hours per week.

IST 285 - Desktop Publishing (3 cr.)

Prerequisite(s): IST 100 or IST 115 or instructor consent.

This one-semester course provides skill development in the electronic procedures of producing and editing publications. Students create, format, illustrate, design, edit/revise, and print publications. Improved productivity of electronically produced newsletters, flyers, brochures, reports, advertising materials, and other publications are emphasized. Proofreading, document composition, and communication competencies are also included. Lecture 3 hours per week.

IST 295 - Introduction to E-Commerce (3 cr.)

Prerequisite(s): IST 100 or IST 115 or instructor consent.

This course covers the fundamentals of electronic commerce: identifying a business model for your company, preparing an e-commerce strategic plan, e-business and e-marketing processes, customer relationship management, the legal issues in electronic commerce, and security of online transactions. Lecture 3 hours per week.

IST 296 - Office Administrative Applications (3 cr.)

Prerequisite(s): IST 126, IST 268, IST 269.

Corequisite(s): IST 197.

This course concentrates on the most important advanced business applications using office applications, including word processing, presentation graphics, spreadsheets, and databases. Emphasis is on hands-on practice to produce mailable and professional integrated office projects. Lecture 3 hours per week. SP

IST 297 - IST Coordinated Internship Project (3 cr.)

The purpose of this supervised on-the-job training course is to provide practical experience, gain knowledge, and develop skill in the many phases of the office environment, or closely related area, for graduating students. The student works a total of 200 hours during which he or she will work with direct supervision from an employer and indirect from an instructor from the Information Systems Technology department in an appropriate business, organization or professional office environment. Variable hours per week. SP

IST 298 - IST Seminar/Project (1-3 cr.)

This seminar meets the special needs of students wishing to pursue or develop specific skill sets related to their career choices in the field of information systems technology. Variable hours per week. F, SP

Information Technology Specialist

MST 115 – IT Essentials (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

The IT Essentials course covers the fundamentals of computer hardware and software and advanced concepts such as security, networking, and the responsibilities of an IT professional. Upon completion of this course, students may take the CompTIA A+ certification exam. Lecture 3 hours per week. F, SP

MST 117 – Linux Essentials (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

This course provides the fundamental knowledge and concepts for choosing an operating system, basic information on open source software and licenses, basic understanding of scripting, and learning how to use command lines. Lecture 3 hours per week. F, SP

MST 118 - Networking (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

This course introduces the architecture, structure, functions, components, and models of the Internet and computer networks. The principles of IP addressing and fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for the curriculum. By the end of the course, students are able to build simple LANs, perform basic configurations for routers and switches, and implement IP addressing schemes. Upon completion of MST 118 and MST 128, students will be prepared to take the Cisco certification exam. Lecture 3 hours per week. F, SP

MST 128 – Networking: Routing and Switching (3 cr.)

Prerequisite(s): MST 118.

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. By the end of this course, students are able to 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. Upon completion of MST 118 and MST 128, students will be prepared to take the Cisco® CCENT certification exam. Lecture 3 hours per week. SP

MST 135 – IT Customer Service and Support (3 cr.)

This course covers topics such as customer service, working in an Information Technology department, writing technical reports and presentations, and creating schematic designs for networks. Lecture 3 hours per week. F, SP

MST 197 – Coordinated Internship Project I (3 cr.)

Prerequisite(s): MST 128 with a minimum letter grade of C.

This course is a supervised on-the-job training course that provides practical experience in a microcomputer support system or closely related area for graduating students. Students work in a 120-hour training cycle during which he/she will work with direct supervision from an employer and indirect supervision from an instructor from the Business/IST department in an approved business organization or professional environment. Students also

prepare for an industry-recognized certification exam. This is the first internship for the AAS IT Specialist degree program. Variable hours per week. SP

MST 217 - Network Security (3 cr.)

This course is designed to expand networking student's basic network and operating system skills to include planning, implementing, and auditing of a system's security. The course covers various aspects of designing and implementing a secure network for both home and office. Lecture 3 hours per week. F, SP

MST 218 – Server Administration (3 cr.)

Prerequisite(s): MST 128 with a minimum grade of a C.

This course gives students in-depth coverage of the 70-410 certification exam objectives and focuses on the skills needed to install and configure Windows Server 2012/R2. After finishing the course, the student will have in-depth knowledge of Windows Server 2012/R2, including installation, local and remote management, file and storage services, Active Directory, group policies, TCP/IP, networking services, and Hyper-V virtualization. Both the original release of Windows Server 2012 and the R2 release are covered. Lecture 3 hours per week. F

MST 219 - Advanced Server Administration (3 cr.)

Prerequisite(s): MST 218 with a minimum letter grade of C.

This course gives an in-depth coverage of the 70-411 certification exam objectives and focuses on the skills needed to administer Windows Server 2012/R2. After finishing this course, students will have an in-depth knowledge of Windows Server 2012/R2, including server deployment and maintenance, advanced file services, server monitoring, remote access, Network Policy Server, Active Directory, and DNS. Both the original release of Windows Server 2012 and the R2 release are covered. Lecture 3 hours per week. SP

MST 225 – Scaling Networks (3 cr.)

Prerequisite(s): MST 128 with a minimum letter grade of C.

This course describes the architecture, components, and operations of routers and switches in a large and complex network. Students learn how to configure routers and switches for advanced functionality. By the end of this course, students will be able to configure and troubleshoot routers and switches and resolve common issues with OSPF, EIGRP, STP, and VTP in both IPv4 and IPv6 networks. Students also develop the knowledge and skills needed to implement DHCP and DNS operations in a network. Upon completion of MST 225 and MST 226, students will be prepared to take the Cisco® CCNA certification exam. Lecture 3 hours per week. F

MST 226 – Connecting Networks (3 cr.)

Prerequisite(s): MST 225 with a minimum letter grade of C.

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 also develop the knowledge and skills needed to implement IPsec and virtual private network (VPN) operations in a complex network. Upon completion of MST 225 and MST 226, students will be prepared to take the Cisco® CCNA certification exam. Lecture 3 hours per week. F

MST 227 - IT Programming (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

In this first programming course, students construct programs to solve problems and explore program development in a Windows environment. Lecture 3 hours per week. F

MST 235 – IT Practicum and Survey (3 cr.)

In this course, students solve various IT issues utilizing skills covered throughout the IT Specialist program. Emphasis for this course will be network design, implementation, and maintenance. Lecture 3 hours per week. SP

MST 297 - Coordinated Internship Project II (3 cr.)

Prerequisite(s): MST 197 with a minimum letter grade of C.

This course is a supervised on-the-job training course that provides practical experience in a microcomputer support system or closely related area for graduating students. Students work in a 120-hour training cycle during which he/she will work with direct supervision from an employer and indirect supervision from an instructor from the Business/IST department in an approved business organization or professional environment. This is the final internship for the AAS IT Specialist degree program. Variable hours per week. SP

Library Science

LBSC 100 - Managing Information Resources (1 cr.)

Through this course, students learn to locate, evaluate, and organize information, including print, electronic, and other sources, for academic and personal use. Students meet 2 hours per week. Lecture 1 hour per week. F, SP

Manufacturing Technology

MAFT 119 – Robotics I (3 cr.)

Corequisite(s): ELEC 115.

This course provides an introduction to industrial robotics and applications. The student is introduced to the basics of robotics programming, robot safety, the multi-axis coordinate system, the teaching pendant, robot commands, robotic vision, and robot simulation software. The course focuses on the use of robots in an industrial setting. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

MAFT 215 – Mechatronics Capstone (3 cr.)

Prerequisite(s): ELEC 216, MAFT 119.

Corequisite(s): MAFT 219.

This project-based course enables students to apply knowledge and skills acquired in previous semesters. Through integration of technologies, students plan, design, construct, program, test, evaluate, and improve industrial control systems to include robotics and process controls. Students are required to incorporate electricity and electronics systems, fluid power systems, mechanical systems, motor controls and motor drives, programmable controller systems, as well as robotics in capstone projects. Lecture 3 hours per week. SP

MAFT 219 – Robotics II (3 cr.)

Prerequisite(s): MAFT 119.

Corequisite(s): ELEC 117.

This course is a continuation of Robotics I and includes a study of the use of robotic technologies integrated with fluid power, industrial electronics, and programmable logic controllers technologies. The student is introduced to the advanced robotics programming, with emphasis on the integration and coordination of robotic programming & motion with other control circuits and technologies found in many emerging manufacturing and industrial facilities. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week SP

MAFT 228 - Quality Assurance Fundamentals (3 cr.)

This course provides an introduction to management of quality control systems. Course includes study of recordkeeping, standards, sampling, and cost as related to quality control applications. Different techniques used in quality control will be covered. Use of computers for data collection, analysis, and reporting is emphasized. Fundamental aspects of quality control with an emphasis on basic statistics will be included. Lecture 3 hours per week. SP

MAFT 229 - Introduction to Safety and Health Programs (3 cr.)

This course provides a broad overview of all components of an occupational safety and health program. Terminology specific to the field of study is addressed. The class emphasizes hazard identification and control. Requirements for effective management of occupational safety and health are included along with identifying applicable regulations. Lecture 3 hours per week. SP

MAFT 235 - Manufacturing Processes (3 cr.)

This course includes a study of materials and processes used in the manufacture of hard consumer goods. Forming, separating, fabricating, conditioning, and finishing of metallic, plastic, ceramic, and composite materials is emphasized. Specific manufacturing techniques such as learn manufacturing, just-in-time manufacturing, plant layout, and others are also examined. Terminology, new emerging technologies, and the effects of manufacturing on society are also addressed. Lecture 3 hours per week. F

MAFT 246 - Introductory Welding and Fabrication (3 cr.)

An introduction to current welding practices and techniques. A variety of welding processes are covered, including shielded metal-arc, gas-shielded arc, oxyacetylene and plasma cutting equipment. Basic principles of equipment fabrication are introduced. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. SP

MAFT 255 - Hydraulics and Pneumatics (3 cr.)

This introductory course defines the core concepts of fluid power systems. Fluid power circuit symbols and identification of components along with their function are addressed in the course. Development of skills necessary for interpreting fluid power circuits and analyzing circuit function are a focus for student learning. Lecture 3 hours per week. F

MAFT 267 - Automated Manufacturing Systems (3 cr.)

Corequisite(s): ELEC 216 or instructor consent.

This course is a software-based study of advanced manufacturing processes and systems, including computer integrated manufacturing. Key activities include PLC software applications and product manufacture by computer simulation. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. SP

MAFT 276 - Basic HVAC Systems (3 cr.)

This course is an overview of heating, ventilation and air conditioning systems, including the study of air filtration systems, refrigerants and equipment, compressors and heating chambers. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

Marketing

MKTG 115 - Principles of Marketing (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course is a study of the marketing process in a dynamic environment. The course focuses on the needs of consumers and their buying behavior based on the marketing mix and the process of distribution. The course further identifies the various advertising media and how these mediums are used to promote products and services and the ethical consequences of marketing in the economy. Lecture 3 hours per week. SP

MKTG 118 - Retail Merchandising (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course is a study of general retailing principles, procedures and mathematical computations for retail buying and merchandising. Concepts covered include an in-depth study of the components of a budget, retail financial planning, and channel operations. Lecture 3 hours per week. F

MKTG 119 - Advertising (3 cr.)

This course should be completed in the first Spring semester the student attends Three Rivers College. Students discuss and develop advertising pertaining to Merchants Showcase, which include radio, newspaper, and television. Students hear proposals and then discuss budgeting aspects. Students are required to attend weekly meeting for Marketing Management Association (Collegiate DECA), of which students are members. Lecture 3 hours per week. SP

MKTG 128 - Professional Selling (3 cr.)

This course is a study of the marketing competencies for professional selling. Concepts covered include selling as a profession, the steps in the selling process, relationship selling, and the relationship selling process. Lecture 3 hours per week. SP

MKGT 297 - Internship (3 cr.)

Prerequisite(s): BMGT 105 and a minimum of 24 semester hours of credit in the Business Management degree program.

This course is a study of generally accepted professional work behavior. Concepts covered include recognizing individual strengths and weaknesses, resume and cover letter writing, and interviewing techniques. Each student enrolled in this class is required to complete a 180-hour internship, which provides an opportunity to develop occupational skills through on-the-job work experience. Students are encouraged to attend bimonthly Collegiate DECA Meetings. Variable hours per week. SP

MKGT 299 - Special Problems in Business (2-3 cr.)

Prerequisite(s): Instructor consent.

Individual study to enable the student to specialize in an area of interest in his/her chosen field. Variable hours per week.

Mass Communication

MCOM 101 - Mass Communication and Society (3 cr.)

Prerequisite(s): READ 02 or reading placement of ENGL 111.

This course is required for most mass communications majors in media that include journalism, radio, television, corporate video, and public relations. The course provides an overview of the nature of mass communication and its roles in society. Course study includes cultural and societal critiques of various media while providing basic knowledge of the communication system, uses of media, and the means of evaluating media performance. Lecture 3 hours per week.

Mathematics

MATH 01 – Transitional Math I (4 cr.)

Prerequisite(s): READ 01 or Reading placement of READ 02 and appropriate math placement.

Corequisite(s): ACAD 101.

A course designed to develop the student's knowledge of fundamental operations with whole numbers, real numbers, and basic manipulations of algebraic expressions, fractions, and decimals. Lecture 4 hours per week. F, SP, S

MATH 02 – Transitional Math II (4 cr.)

Prerequisite(s): MATH 01.

A course designed to develop the student's knowledge of fundamental operations with percentages, ratios, and proportions. Students learn to read graphs, apply geometric formulas, calculate conversions, and perform operations with polynomials. This is a continuation of Transitional Math I. Students cannot be placed directly into this course. Lecture 4 hours per week. F, SP, S

MATH 103 – Intermediate Algebra (4 cr.)

Prerequisite(s): MATH 02.

A course designed to teach students how to factor polynomial, perform operations with rational expressions, and work in the coordinate system. Students learn to solve systems of equations with two variables, perform operations on radicals, and solve quadratic equations using a variety of techniques. Lecture 4 hours per week. F, SP, SU

MATH 153 – Intermediate Algebra (4 cr.)

Prerequisite(s): Placement of MATH 153.

A course designed to teach students how to factor polynomial, perform operations with rational expressions, and work in the coordinate system. Students learn to solve systems of equations with two variables, perform operations on radicals, and solve quadratic equations using a variety of techniques. Lecture 4 hours per week. F, SP, SU

MATH 162 – Mathematics for the Elementary Teachers (4 cr.)

Prerequisite(s): MATH 103 or MATH 153 with a minimum grade of C or placement of MATH 131 or 163.

An introduction to the structure of mathematics, properties of each subset of the real number system, elementary number theory, probability and

statistics, and other numeration systems intended for the Elementary Education Teacher. Lecture 4 hours per week.

MATH 163 – College Algebra (3 cr.)

Prerequisite(s): MATH 103 or MATH 153 with a minimum letter grade of C or placement score of MATH 163

A calculator oriented course concerned with the properties of the various numbers systems, equations, inequalities, functions, and relations. Lecture 3 hours per week. F, W, SP, S

MATH 164 – Trigonometry (3 cr.)

Prerequisite(s): MATH 163 with a minimum letter grade of C or currently enrolled in Math 163 or placement of MATH 164.

This course is concerned with the 6 trigonometric functions and identities associated with them. The student learns how to prove or derive an identity, as well as how to solve a conditional trigonometric equation. One component of the course deals with solving right triangles. Another aspect is the conversion of degrees into radians and vice versa. Some applied problems are considered. Lecture 3 hours per week.

MATH 171 – Analytic Geometry & Calculus I (5 cr.)

Prerequisite(s): MATH 163 and MATH 164 or placement MATH 171.

This course is concerned with how to find the derivative or integral of a function. The process of finding the limit of a function is used to derive the derivative of a function and the definite integral of a function. Limits are also considered in their own right. Applications of differentiation and integration are considered. This course is the first course of a 3-course sequence dealing with calculus and plane analytic geometry. Lecture 5 hours per week. SP

MATH 223 – Probability and Statistics (3 cr.)

Prerequisite(s): MATH 163 with a minimum letter grade of C or placement of MATH 164.

Introduction to the basic concepts of statistics including descriptive measures of location and dispersion, elementary probability distributions, estimation, hypothesis testing, correlation, analysis of variance, and linear regression. In various units of the course, the student utilizes computer statistical software to facilitate the analysis of data. Lecture 3 hours per week.

MATH 271 – Analytic Geometry & Calculus II (5 cr.)

Prerequisite(s): MATH 171 with a minimum letter grade of C.

This course is the second course of a 3-course sequence in calculus and analytic geometry. This course deals with transcendental functions, integration techniques, infinite sequences, infinite series, parametric equations, and polar coordinates. The course considers determining the convergence or the divergence of an infinite series using special mathematical tests, such as the Ratio Test. The student learns how to integrate virtually any function that can be integrated. Special integration techniques, like integration by parts, are used to do this. This class also deals with differentiation and integration of functions that are not rational functions. These include trig functions, logarithmic functions, and exponential functions. Lecture 5 hours per week.

MATH 272 – Analytic Geometry & Calculus III (5 cr.)

Prerequisite(s): MATH 271 with a minimum letter grade of C.

This course is the third course in a 3-course sequence covering calculus and analytic geometry. This course involves the study of differentiation and integration of functions of more than one independent variable. That is, partial derivatives are studied, along with multiple integration. Operations on vectors both in the xy plane and outside the plane are studied. These operations include the dot product and the cross product. Differentiation and integration of vector-valued functions are also looked at. Lecture 5 hours per week.

Mechanical Drafting

MEDR 135 - Blueprint Reading and Gauging (3 cr.)

An introduction to blueprint reading through a study of the fundamental skills and concepts involved in reading, sketching, and interpreting drawings. Also time is spent in proper use of the basic measuring instruments. Lecture 3 hours per week. SP

MEDR 237 - SolidWorks (3 cr.)

Prerequisite(s): ENGR 110 or instructor consent.

Continued practice in the use of CAD while focusing on parametric modeling concepts and practices. Course includes generation of symbol and preparation of working drawings. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

MEDR 240 - Technical Illustration (3 cr.)

Prerequisite(s): MEDR 237.

This is an introductory course in technical illustration used to create technical manuals. Use of computer-aided design and drafting (CAD) software and hardware to produce pictorial drawings, 3-dimensional drawings, and renderings used in technical manuals and illustrations. Applies design elements and concepts when creating digital layouts. Addresses file conversion issues between graphic and CAD software. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. SP

MEDR 246 - Computer Aided Machining I (3 cr.)

Prerequisite(s): ENGR 110 or instructor consent.

This is an introduction to CAM (computer-aided-machining) and machining systems to prepare students to operate the system and understand applications of CAM to industrial standards. Students apply use of interactive computer machine tool language to develop CNC part programs, storage, and retrieval of programs and related information. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. SP

Medical Laboratory Technology

MDLB 115 - Introduction to Laboratory Science (1 cr.)

This course orients the student to the medical laboratory, including safe specimen handling, professional etiquette, basic quality control, and lab organization. Lecture 1 hour per week. F

MDLB 118 - Hematology and Coagulation (5.5 cr.)

Prerequisite(s): CHEM 111 and MATH 103/153.

A study of the cellular structures in blood and the mechanisms of coagulation. The function, identification, and testing of cellular components, and the function and analysis of platelets and proteins in blood coagulation is related to changes in normal and disease states. Lecture 4 hours/Laboratory 3 hours/Total 7 hours per week. F

MDLB 128 - Clinical Microbiology (4.5 cr.)

Prerequisite(s): MDLB 115, MDLB 118, BIOL 231, and CHEM 121.

A study of pathogenic bacteria, medically important fungi, and human parasites is covered. The course includes bacterial culturing and identification and microscopic fungal and parasite identification relating to human disease. Lecture 3 hours/Laboratory 3 hours/Total 6 hours per week. SP

MDLB 138 - Immunohematology (5 cr.)

Prerequisite(s): MDLB 115, MDLB 118, BIOL 231, and CHEM 121.

This course consists of the principles and theories of antigen-antibody reactions as related to blood grouping and crossmatch procedures. Lecture 3.5 hours/Laboratory 3 hours/Total 6.5 hours per week. SP

MDLB 228 - Immunology (3 cr.)

The course consists of the principles and theories of antigen-antibody reactions as related to diagnostic serologic procedures. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. SP

MDLB 245 - Laboratory Sciences Seminar (1.5 cr.)

Prerequisite(s): MDLB 115, MDLB 118, MDLB 128, MDLB 138, BIOL 231, BIOL 232, CHEM 121, and CHEM 240.

This course provides a comprehensive review of the MLT curriculum content in preparation for testing to become certified by ASCP Board of Certification. This comprehensive review consists primarily of computer-based testing along with other instructional tools. Additionally, this course reviews the application and operation theories of chemistry instruments for separation and analysis of materials; included are potentiometry, photometry, spectrophotometry, and electrophoresis. Lecture 1.5 hours per week. SP

MDLB 248 - Clinical Chemistry (4.5 cr.)

Prerequisite(s): MDLB 115, MDLB 118, MDLB 128, MDLB 138, BIOL 231, BIOL 232, CHEM 121, and CHEM 240.

This course consists of methods of analysis of chemical levels within the body, the testing methodologies for those constituents, and the results as applied to normal and abnormal states. Lecture 3 hours/Laboratory 3 hours/Total 6 hours per week. F

MDLB 296 - Hematology/Coagulation Clinical Practicum (4 cr.)

Prerequisite(s): MDLB 115, MDLB 118, MDLB 128, MDLB 138, BIOL 231, BIOL 232, CHEM 121, and CHEM 240.

This course involves supervised clinical practice, coordinated by the college, in the hematology and coagulation laboratory of selected health agencies. Clinical 8 hours per week. F, SP

MDLB 297 - Clinical Chemistry Practicum (4 cr.)

Prerequisite(s): MDLB 115, MDLB 118, MDLB 128, MDLB 138, BIOL 231, BIOL 232, CHEM 121, and CHEM 240.

This course involves supervised clinical practice, coordinated by the college, in the chemistry laboratory of selected health agencies. Clinical 8 hours per week. F, SP

MDLB 298 - Immunohematology Clinical Practicum (4 cr.)

Prerequisite(s): MDLB 115, MDLB 118, MDLB 128, MDLB 138, BIOL 231, BIOL 232, CHEM 121, and CHEM 240.

This course involves supervised clinical practice, coordinated by the college, in the blood bank and urinalysis laboratory of selected health agencies. Clinical 8 hours per week. F, SP

MDLB 299 - Microbiology Clinical Practicum (4 cr.)

Prerequisite(s): MDLB 115, MDLB 118, MDLB 128, MDLB 138, BIOL 231, BIOL 232, CHEM 121, and CHEM 240.

This course involves supervised clinical practice, coordinated by the college, in the microbiology laboratory of selected health agencies. Clinical 8 hours per week. F, SP

Music

MUSC 01-08 - Recitals and Concerts (0 cr.)

Students gain listening skills and musical knowledge through attendance at approved recitals and concerts. All applied music students (MUSP) are required to enroll concurrently each semester in this course. F, SP

MUSC 110 - Brass Techniques (1 cr.)

Prerequisite(s): Instructor consent.

Students develop the knowledge and skills necessary for teaching the trombone, French horn, euphonium, and tuba in a beginning instrumental program. Laboratory 2 hours per week. SP

MUSC 120 - Percussion Techniques (1 cr.)

Prerequisite(s): Instructor consent.

Students develop the knowledge and skills necessary for teaching the percussion instruments in a beginning instrumental program. Laboratory 2 hours per week. F

MUSC 123 - History and Appreciation of Music (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

An introductory course designed to enhance the ability to appreciate Western art music. This course includes basic elements of music and artistic characteristics of composers, as well as listening to musical selections in order to identify composers and relevant historical trends. Students assess the cultural and musical content of an approved live musical performance. Lecture 3 hours per week. F, SP, S

MUSC 130 - String Techniques (1 cr.)

Prerequisite(s): Instructor consent.

Students develop the knowledge and skills necessary for teaching the string instruments in a beginning instrumental program. Laboratory 2 hours per week. SP

MUSC 131 - Aural Skills I (1 cr.)

Corequisite(s): MUSC 141.

This course is an aural study of simple and compound meters, intervals, triads, and melodies with harmonic progressions. Singing melodies and counting rhythms. Lecture 1 hour/Laboratory 1 hour/Total 2 hours per week. F

MUSC 132 - Aural Skills II (1 cr.)

Prerequisite(s): MUSC 131 and MUSC 141 or instructor consent.

Corequisite(s): MUSC 142.

This course is a continuation of MUSC 131. Lecture 1 hour/Laboratory 1 hour/Total 2 hours per week. SP

MUSC 140 - Woodwind Techniques (1 cr.)

Prerequisite(s): Instructor consent.

Students develop the knowledge and skills necessary for teaching the saxophone, oboe, bassoon, and flute in a beginning instrumental program. Laboratory 2 hours per week. SP

MUSC 141 - Theory I, Harmony (3 cr.)

Corequisite(s): MUSC 131.

Theory I, Harmony is an introductory course in reading music, learning major and minor scales and key signatures, writing and identifying intervals, knowing what time signatures represent and how that is notated, writing and analyzing major, minor diminished, and Augmented triads, and learning what to expect in common harmonic motion in both major and minor keys. Lecture 3 hours per week. F

MUSC 142 - Theory II, Harmony (3 cr.)

Prerequisite(s): MUSC 141 or instructor consent.

This course is a written study of four-part diatonic harmony, inversion, harmonic motion, and normal progression. Lecture 3 hours per week. SP

MUSC 150 - Functional Piano I (1 cr.)

Prerequisite(s): Instructor consent.

This course is a course focusing on basic piano skills to enable the musician to function in the classroom and studio. Laboratory 2 hours per week. F

MUSC 153 - Functional Piano II (1 cr.)

Prerequisite(s): MUSC 150 or instructor consent.

This course is a continuation of the development of basic functional piano skills. Laboratory 2 hours per week. SP

MUSC 170 - Guitar Techniques (1 cr.)

Prerequisite(s): Instructor consent.

Students develop the knowledge and skills necessary for incorporating the guitar into the elementary music classroom or to implement a beginning guitar program at the secondary level. Laboratory 2 hours per week. F

MUSC 180 - Trumpet Techniques (1 cr.)

Prerequisite(s): Instructor consent.

Students develop the knowledge and skills necessary for teaching the trumpet in a beginning instrumental program. Laboratory 2 hours per week. F

MUSC 190 - Clarinet Techniques (1 cr.)

Prerequisite(s): Instructor consent.

Students develop the knowledge and skills necessary for teaching the clarinet in a beginning instrumental program. Laboratory 2 hours per week. F

MUSC 210 - Diction for Singers (2 cr.)

Prerequisite(s): MUSP 111 or MUSP 112 or instructor consent.

This is a fundamental course designed to acquaint the student with the International Phonetic Alphabet and its application in the vocal music setting. Focus will be on English, Italian, French, and German diction as demonstrated through both speaking and singing. Laboratory 2 hours per week. SP

MUSC 220 - Basic Conducting (2 cr.)

Prerequisite(s): Instructor consent.

This is an introduction to basic conducting techniques both with and without a baton. Emphasis is on acquiring skills necessary to elicit the desired musical

response from a conducted ensemble. For vocal and instrumental majors. Laboratory 2 hours per week. F

MUSC 221 - Music Literature I (3 cr.)

Prerequisite(s): MUSC 141 or instructor consent.

A survey of music literature in Western civilization from the Middle Ages to the Romantic era with emphasis on form and style. Designed for music major and minors. Lecture 3 hours per week. F

MUSC 222 - Music Literature II (3 cr.)

Prerequisite(s): MUSC 141 or instructor consent.

A survey of music literature in Western civilization from the Classical to the 20th century with emphasis on form and style. Designed for music majors and minors. Lecture 3 hours per week. SP

MUSC 231 - Aural Skills III (1 cr.)

Prerequisite(s): MUSC 132 and MUSC 142 or instructor consent.

Corequisite(s): MUSC 241.

Aural study of simple and compound meters, melodic and harmonic intervals, and triads and melodies with harmonic progressions. Singing major and minor melodies with skips in the tonic, dominant, and dominant seventh chords, and counting simple and compound rhythms, including borrowed beat divisions, syncopation, subdivided beats, and beats of the half and eighth note. Laboratory 2 hours per week. F

MUSC 232 - Aural Skills IV (1 cr.)

Prerequisite(s): MUSC 231 and MUSC 241 or instructor consent.

Corequisite(s): MUSC 242.

Aural study of simple and compound meters, melodic and harmonic intervals, and triads and melodies with harmonic progressions. Singing major and minor melodies with skips in the dominant, subdominant, supertonic and dominant seventh chords, modal melodies and melodies with chromatic alterations, and counting rhythms including hemiola, asymmetrical meters and mixed meters. Lecture 1 hour/Laboratory 1 hour/Total 2 hours per week. SP

MUSC 241 - Theory III, Harmony (3 cr.)

Prerequisite(s): MUSC 142 or instructor consent.

Corequisite(s): MUSC 231.

The course is a continuation of Music Theory I and II. The content includes a study of musical form through analysis of cadences, phrases and periods, as well as written study of four-part harmonic motions in root position and inversion, including all diatonic seventh chords, secondary triads, part writing from a figured bass, shift of mode, tonicization and modulation. Lecture 3 hours per week. F

MUSC 242 - Theory IV, Harmony (3 cr.)

Prerequisite(s): MUSC 241 or instructor consent.

Corequisite(s): MUSC 232.

This course covers harmonic analysis of selected music literature from the Baroque, Classical and Romantic periods, augmented sixth chords, the Neapolitan triad, and an introduction to analytical techniques as applied to 20th century music. Lecture 3 hours per week. SP

MUSC 250 - Functional Piano III (1 cr.)

Prerequisite(s): MUSC 153 or instructor consent.

This course is a continuation of the development of basic functional piano skills. Laboratory 2 hours per week. F

MUSC 253 - Functional Piano IV (1 cr.)

Prerequisite(s): MUSC 250 or instructor consent.

This course is a continuation of the development of basic functional piano skills. Laboratory 2 hours per week. SP

MUSC 1011-1018 - Three Rivers Symphonic Band (1 cr.)

Prerequisite(s): Audition with instructor.

Instrumental ensemble emphasizing performance of all types of wind ensemble music. Membership is open to all TRC students and community members regardless of major. Performance scholarships are available by audition. Laboratory 3.5 hours per week. F, SP

MUSC 1021-1028 - Three Rivers Jazz and Pep Band (1 cr.)

Prerequisite(s): Audition with instructor.

Students enrolled in jazz/pep band gain practical musical experience working in various instrumental combinations and styles and acquire training in jazz musicality, phrasing, improvisation, and ensemble playing primarily as it has to do with important composers from the jazz realm (but also rock, funk, Afro-Cuban, Afro-beat, etc. Members are assessed through the rehearsal and public performance of both newly written and classic works for large and small jazz ensemble. Laboratory 3 hours per week. F, SP

MUSC 1031-1038 - Three Rivers Chorus (1 cr.)

The non-auditioned choir is open to all students with musical ability and/or prior choral experience. The group presents at least one public performance each semester comprised of music in variety of styles from different historical periods. Laboratory 3 hours per week. F, SP

MUSC 1041-1048 - Three Rivers Swingsations (1 cr.)

Prerequisite(s): Audition with instructor.

The auditioned choir is open to students with demonstrated musical ability and prior choral experience. The group presents at least one public performance each semester comprised of music in variety of styles from different historical periods. Laboratory 3 hours per week. F, SP

MUSC 1131-1138 - Small Ensemble (1 cr.)

Prerequisite(s): Instructor consent.

Small Ensemble emphasizes performance of all types of ensemble music.

MUSIC-PRIVATE INSTRUCTION

MUSP courses are offered as private lessons by arrangement with the instructor. Consent of instructor is a prerequisite for all private instruction music courses. One 25-minute lesson a week is offered for one credit hour per semester; one 50-minute lesson a week is offered for two credit hours per semester. Private lessons cost \$115 per credit hour plus maintenance fees. This is a nonrefundable fee. A minimum of five practice hours per week per semester hour credit and performance on an examination recital are required. Music majors may apply a maximum of 8 credit hours of private instruction toward the Associate of Arts degree. Non-music majors will be limited to 4 credit hours of private instruction toward the Associate of Arts degree. May be repeated for credit. F, SP

MUSP 1011-1018	Private Piano (1 cr.)
MUSP 1021-1028	Private Piano (2 cr.)
MUSP 1111-1118	Private Voice (1 cr.)
MUSP 1121-1128	Private Voice (2 cr.)
MUSP 1211-1218	Private Guitar (1 cr.)
MUSP 1221-1228	Private Guitar (2 cr.)
MUSP 1311-1318	Private Organ (1 cr.)
MUSP 1321-1328	Private Organ (2 cr.)
MUSP 1411-1418	Private Woodwind (1 cr.)
MUSP 1421-1428	Private Woodwind (2 cr.)
MUSP 1511-1518	Private Brass (1 cr.)
MUSP 1521-1528	Private Brass (2 cr.)
MUSP 1611-1618	Private Percussion (1 cr.)
MUSP 1621-1628	Private Percussion (2 cr.)
MUSP 1711-1718	Music Composition (1 cr.)
MUSP 1721-1728	Music Composition (2 cr.)
MUSP 1811-1818	Electronic Music (1 cr.)
MUSP 1821-1828	Electronic Music (2 cr.)

Nursing

NURS 108 - LPN to RN Bridge (4 cr.)

This course transitions the Licensed Practical Nurse (LPN) into the Associate Degree Nursing Program. Students gain understanding of the role of the professional nurse. This course focuses on the development of critical thinking and clinical reasoning strategies. Students build upon previously learned knowledge and skills while learning introductory medical surgical concepts. Lecture 4 hours per week.

NURS 109 – Critical Thinking in Nursing (2 cr.)

Prerequisite(s): MATH 103/153, ENGL 111, BIOL 231, and GOVT 121.

Corequisite(s): NURS 116.

In this course, students explore concepts foundational to the development of critical thinking and clinical reasoning strategies. Focus is given to assembling these tools to be used in combination of gained knowledge to be a safe, competent nurse. Lecture 2 hours per week.

NURS 116 - Foundations of Nursing (7 cr.)

Prerequisite(s): MATH 103/153, ENGL 111, BIOL 231, and GOVT 121.

Corequisite(s): NURS 109.

In this course, the student is introduced to the basic concepts of nursing that create the foundation of the art and science of nursing practice. Emphasis is placed on the middle to older adult patient by introducing basic knowledge, skills, and attitudes. The student begins to utilize critical thinking in the clinical setting to safely care for the middle to older adult patients. Lecture 3.25 hours/Laboratory-Clinical 11.25 hours/Total 14.5 hours per week.

NURS 128 - Mental Health Nursing (3 cr.)

Prerequisite(s): NURS 109, NURS 116, and BIOL 232.

Corequisite(s): NURS 129.

This course provides students with an introduction to concepts related to mental health. A focus is placed on providing evidence-based care to promote health of clients with mental disorders. Strategies for safe and therapeutic care are applied in the clinical setting. Lecture 2.25 hours/Clinical 2.25 hours/Total 4.5 hours per week.

NURS 129 - Medical Surgical Nursing I (6 cr.)

Prerequisite(s): NURS 109, NURS 116, and BIOL 232.

Corequisite(s): NURS 128.

In this course students build upon previously learned knowledge and skills while learning introductory medical surgical concepts. Students use the nursing process to provide safe care for the patient with alterations in introductory medical surgical concepts. Students gain an understanding of the various roles in the healthcare team. Lecture 3.5 hours/Laboratory-Clinical 7.5 hours/ Total 11 hours per week.

NURS 135 – Pharmacology for Nurses (3 cr.)

Prerequisite(s): NURS 109, NURS 116, and BIOL 232.

In this course students establish a knowledge base of major drug classifications. The course focuses on pharmacotherapeutics with an emphasis on drug action, therapeutic effect, indications, contraindications, potential adverse reactions, and nursing implications for administration. Lecture 3 hours per week.

NURS 218 - Maternal and Child Health Nursing (3 cr.)

Prerequisite(s): NURS 128, NURS 129, and NURS 135.

Corequisite(s): NURS 219.

This course focuses on the nurse's role in the care of the family, encompassing sexuality, reproduction, and development. The student utilizes the nursing process in assisting patients and their families to achieve or maintain their optimal level of wellness. The student applies pharmacological principles, focusing on safe dose medication ranges for the pediatric patient. Lecture 2 hours/Laboratory-Clinical 3 hour/Total 5 hours per week.

NURS 219 - Medical Surgical Nursing II (7 cr.)

Prerequisite(s): NURS 128, NURS 129, and NURS 135.

Corequisite(s): NURS 218.

In this course students build upon previously learned knowledge and skills while learning advanced medical surgical concepts. Students use the nursing process to manage safe care for the patient with alternations in advanced medical surgical concepts. Students demonstrate an understanding of various roles in the healthcare team. Lecture 4.75 hours/Laboratory-Clinical 6.75/Total 11.5 hours per week.

NURS 238 - Medical Surgical Nursing III (5 cr.)

Prerequisite(s): NURS 218, NURS 219, and PSYC 243.

Corequisite(s): NURS 236, NURS 235, and NURS 239.

In this course students build upon previously learned knowledge and skills while learning additional advanced medical surgical concepts. Students evaluate care and predict responses for patients with alterations in advanced medical surgical concepts. Students learn to be an effective member of the healthcare team. Lecture 4 hours/Clinical 6 hours/Total 10 hours per week.

NURS 239 – Preceptor in Nursing (3 cr.)

Prerequisite(s): NURS 218 and NURS 219.

This course incorporates previous knowledge, skills, clinical decision-making, and professional behaviors students have acquired throughout their nursing education. In this course, the student is provided the opportunity to synthesize new knowledge, apply previous knowledge, and gain experience managing the workflow in complex nursing situations through a variety of settings. Clinical 9 hours per week.

NURS 245 – Transition into Professional Nursing (4 cr.)

Prerequisite(s): NURS 218 and NURS 219.

In this course, concepts are covered that assist students to transition into their role as professional nurses. The focus is placed on leadership and recognizing the nurse's role in improving quality processes that affect patient outcomes in the healthcare system. The course also prepares the student for success on the NCLEX-RN examination. At the completion of this course, the student will participate in a live NCLEX-RN review session. Hybrid-blended course. Lecture 4 hours per week.

Occupational Therapy

OTA 200 – Foundations of Occupational Therapy (4 cr.)

Prerequisite(s): One-Year Certificate Pre-Occupational Therapy Assistant; accepted admission into OTA program with a minimum GPA of 2.5.

This course presents an introduction to occupational therapy; including history, philosophical base, values, ethics, practice framework, and clinical reasoning. Students will learn selected theories and frames of reference as they pertain to interventions in mental health, physical disabilities, pediatrics, and community practice areas. An overview of the occupational therapy process, including assessment, treatment planning, treatment implementation, and discontinuation of intervention will be presented. Role delineation and collaboration of the occupational therapy assistant with other occupational therapy and health care personnel are discussed. Lecture 3 hours/Laboratory 3 hour/Total 6 hours per week.

OTA 205 – Medical Conditions in Occupational Therapy (3 cr.)

Prerequisite(s): One-Year Certificate Pre-Occupational Therapy Assistant; accepted admission into OTA program with a minimum GPA of 2.5.

This course will provide a framework for students to learn about common medical conditions seen by occupational therapy practitioners and to facilitate learning of these conditions from an occupational therapy perspective. It is not intended to emphasize treatment of a *diagnosis*, however students will learn about specific factors unique to given conditions that may impact an individual's occupational roles and functions. These factors must be understood and analyzed regarding the relative impact on the individual's occupational performance. The knowledge gained from this course is a necessary pre-requisite to *Physical Disabilities Practice*. Lecture 3 hours per week.

OTA 210 – Analysis of Occupations (2 cr.)

Prerequisite(s): One-Year Certificate Pre-Occupational Therapy Assistant; accepted admission into OTA program with a minimum GPA of 2.5.

This course is designed to foster a beginning exposure to individuals experiencing a variety of physical or mental disabilities, including caregivers of individuals with disabilities, through community experiences. Through these experiences, students will develop skills in observation, analysis, interview, assessment and data collection, and relational skills. Students will complete writing assignments with an emphasis on their observations, analysis, and performance of human occupation across the lifespan, with an emphasis on contextual factors impacting occupational performance. Through the written assignments, students will learn the style of professional writing required for OTAs. Professional and therapeutic relationships will be emphasized throughout the course. Lecture 1 hour/Laboratory 3 hours/Total 4 hours per week.

OTA 215 – Mental Health and Psychosocial Practice (4 cr.)

Prerequisite(s): One-Year Certificate Pre-Occupational Therapy Assistant; accepted admission into OTA program with a minimum GPA of 2.5.

This course presents the role of the occupational therapy assistant in the psychosocial area of Occupational Therapy practice. Students will learn selected frames of reference, and explore the effects of psychosocial

dysfunction on areas of occupation. Students will learn skills necessary to assess, implement and document intervention in a variety of mental health settings. Client factors, including culture and diversity, therapeutic interactions and methods are studied. Students will develop skills in administering individual and group interventions, professional communication, conflict negotiation, and advocacy. Lab activities, in-class activities, and Level I fieldwork opportunities will enable students to participate in and apply psychosocial principles to practice. Lecture 3 hours/Clinical 4 hours/Total 7 hours per week.

OTA 220 – Pediatric and Adolescent Practice (4 cr.)

Prerequisite(s): One-Year Certificate Pre-Occupational Therapy Assistant; accepted admission into OTA program with a minimum GPA of 2.5.

Treatment of pediatric and adolescent conditions. Normal and delayed development of the infant, child and adolescent are explored. The lab component incorporates theoretical principles and provides opportunities for students to develop assessment, intervention planning and implementation, and documentation skills to address a range of childhood sensory-motor, cognitive, and psychosocial performance deficits. Students will learn to adapt the environment, tools, materials, and occupations to meet the self-care, work/play, and leisure needs of the pediatric and adolescent population. Lab activities, site visits and Level I fieldwork opportunities will enable students to participate in and apply pediatric and adolescent treatment principles to practice. Lecture 3 hours/Laboratory 3 hours/Clinical 4 hours/Total 10 hours per week.

OTA 250 – Functional Kinesiology (2 cr.)

Prerequisite(s): OTA 200, OTA 205, OTA 210, OTA 215, and OTA 220.

In this course, students use and apply their knowledge of anatomy and physiology to study muscle groups and their function relative to performing various activities. Analysis of functional movement patterns required for work, self-care, play, and leisure activities is emphasized. Principles and techniques of manual muscle testing and range of motion are practiced, specifically as they relate to the impact on daily activities. Principles of energy conservation, joint protection and work simplification are presented. Prevention, health maintenance and safety procedures relevant to functional activities are reviewed. Lecture 1 hour/Laboratory 3/Total 4 hours per week.

OTA 255 – Physical Disabilities Practice (4 cr.)

Prerequisite(s): OTA 200, OTA 205, OTA 210, OTA 215, and OTA 220.

This course provides in-depth opportunities for students to develop assessment, intervention planning, intervention, and documentation skills to address a wide range of adult and geriatric physical disabilities and conditions typically treated by occupational therapy and occupational therapy assistants. Topics include, but are not limited to, stroke, spinal cord injury, fractures and joint replacement, head injury, and cardiopulmonary disorders. The use of splinting, orthotics, modalities, and assistive technology in treatment will also be presented. Students will learn to adapt the environment, tools, materials, and occupations to meet the self-care, work, play, and leisure needs of the adult and geriatric population. Lab activities and Level I fieldwork opportunities will enable students to participate in and apply physical disabilities treatment principles to practice. Lecture 3 hours/Laboratory 3 hours/Clinical 4 hours/Total 10 hours per week.

OTA 260 – Community Practice (3 cr.)

Prerequisite(s): OTA 200, OTA 205, OTA 210, OTA 215, and OTA 220.

Site visits and Level I fieldwork opportunities will enable students to participate in and apply occupational therapy assessment and intervention principles to a wide range of community settings including vocational, vocational rehabilitation, home health, and emerging community practice areas. Emphasis will be on community settings in the students' state and geographic region. The course also provides a broad exposure to the social, political, legislative, economic and cultural factors that influence service delivery. Lecture 3 hours/Clinical 3 hours/Total 6 hours per week.

OTA 265 – Ethics, Management, and Leadership (3 cr.)

Prerequisite(s): OTA 200, OTA 205, OTA 210, OTA 215, and OTA 220.

This course focuses on the OTA role in managing and directing occupational therapy services. It covers ethical provision of services, departmental operations, program development, supervisory requirements, personnel development and supervision, professional team building, quality assurance, compliance with regulations, reimbursement, and national and state

credentialing requirements. Techniques for developing a resume and job interview skills are practiced. The importance and responsibility for on-going OTA professional development, ethical practice, contributing to research and evidence based practice, attention to emerging practice issues and areas, and international perspectives are explored. Lecture 3 hours per week.

OTA 270 – Professional Skills (3 cr.)

Prerequisite(s): OTA 200, OTA 205, OTA 210, OTA 215, and OTA 220.

This course is designed to foster practical professional skills in critical thinking, using literature to make evidence-based practice decisions and recommendations, and using theory to guide practice, all through the completion of a professional portfolio. Lecture 3 hours per week.

OTA 290 – Level II Fieldwork A (8 cr.)

Prerequisite(s): OTA 250, OTA 255, OTA 260, OTA 265, and OTA 270.

Full-time clinical fieldwork experience in mental health, physical disabilities, geriatric, pediatric and/or community based practice working under the supervision of an OTR and/or COTA. Focus is on achieving entry-level competence in planning and implementing interventions.

OTA 295 – Level II Fieldwork B (8 cr.)

Prerequisite(s): OTA 250, OTA 255, OTA 260, OTA 265, and OTA 270.

Full-time clinical fieldwork experience in mental health, physical disabilities, geriatric, pediatric and/or community based practice working under the supervision of an OTR and/or COTA. Focus is on achieving entry-level competence in planning and implementing interventions.

Philosophy and Religion

PHIL 200 - Introduction to Philosophy (3 cr.)

Prerequisite(s): ENGL 111 or equivalent.

Introduction to Philosophy provides an introduction to the basic concepts of metaphysics, knowledge, ethics, and politics based on selections from written works of notable philosophers. Students apply philosophical principles in a personal worldview and debate a variety of philosophical ideas and viewpoints. Lecture 3 hours per week. F, SP, S

PHIL 223 -Introduction to Biblical Studies (3 cr.)

Prerequisite(s): ENGL 111 or equivalent.

This course is a survey of the literature of the Bible, both Old and New Testaments, as the representation of a viable faith-based belief system. Students apply biographical, cultural, and historical contexts while they conduct literary research and evaluate and analyze various works within the canon. Lecture 3 hours per week.

PHIL 233 - Ethics (3 cr.)

Prerequisite(s): ENGL 111 or equivalent.

Ethics is an introductory survey of the major philosophers and theories in the field of ethics. Students, through reading, writing, and group discussion, demonstrate how ethical philosophies apply to contemporary ethical situations, evaluate the possible outcomes of different ethical choices, and compose a personal ethical worldview. Lecture 3 hours per week. SP

PHIL 243 - Religions of the World (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

Religions of the World provides students with an introduction to today's five major religions: Hinduism, Buddhism, Islam, Judaism, and Christianity. Through reading, writing, and discussion, students recognize the importance of religion in human culture; identify the history, teachings, writings, and theologies of the selected religions; compare religions in terms of their comprehensive theologies; and demonstrate a critical appreciation of each faith studied. Lecture 3 hours per week. SP, F

Physics

PHYS 100 - Survey of Physics (3 cr.)

Prerequisite(s): MATH 06 or ENGR 106

This course provides a study of the technical principles and applications of the basic laws of physics. Key terms and concepts applicable to physics are addressed. Problem-solving skills are also a focus for the course. This course

is not open to students with credit in PHYS 101. Lecture 3 hours per week. F, SP

PHYS 101 - Physical Science (5 cr.)

Prerequisite(s): MATH 02 or placement of MATH 153.

Corequisite(s): Intermediate Algebra (MATH 103/153) or instructor consent.

The course provides a study of basic concepts of physics, chemistry, astronomy, geology, and meteorology and their interrelation in the physical world. The course includes a laboratory experience. The course is intended for non-science majors only. The course requires a basic understanding of elementary algebra. Lecture 4 hours/Laboratory 2 hours/Total 6 hours per week. F, SP, S

PHYS 150 - Environmental Geology (4 cr.)

This course provides an introduction to the relationship between geology, life, and society. The course explores the fundamental concepts of environmental geology, which includes Earth's systems, hazardous Earth processes, scientific knowledge and values, human population growth, and sustainability. Lecture 3 hours per week. F

PHYS 211 - General Physics I (5 cr.)

Prerequisite(s): MATH 171.

Corequisite(s): MATH 271.

This course is the first of a rigorous 2-course sequence in calculus-based physics for all science and engineering majors expecting to transfer to a four-year college or university. It may also be taken to transfer to other college or university programs requiring introductory physics. It covers the topics of properties of matter, mechanics, oscillation, and waves. The course requires prior completion of an introductory course in differential and integral calculus. Lecture 4 hours/Laboratory 2 hours/Total 6 hours per week. F

PHYS 212 - General Physics II (5 cr.)

Prerequisite(s): PHYS 211.

Corequisite(s): MATH 272.

This course is the second of a rigorous 2-course sequence in calculus-based physics for all science and engineering majors expecting to transfer to a four-year college or university. It may also be taken to transfer to other college or university programs requiring introductory physics. It covers the topics of waves, light, electricity, and magnetism. The course requires prior completion of an introductory course in differential and integral calculus. Lecture 4 hours/Laboratory 2 hours/Total 6 hours per week. SP

Plumbing

PLUM 105 – Basic Plumbing (3 cr.)

Fundamentals of plumbing are explored in this course. Study of the industry survey, occupational information, and career information. Occupational hazards, along with health and safety practices as they relate to applicable local, state, and national regulations are studied. This course develops knowledge and skills in the fundamentals of plumbing, mathematics, and elementary drawings for beginners. Instruction is given in the principles and design of water supply and distribution. Course is designed to assist students in preparing for related portion of NOCTI exam. Lecture 3 hours/Laboratory 2 hours/Total 5 hours per week. F

PLUM 106 – Plumbing Materials and Methods (3 cr.)

This course emphasizes principles of sizing and layout of hot and cold water systems, sanitary waste and vent systems, selection and specification of fixtures, and plumbing system accessory devices. Instruction is given in layout procedures involving applied mathematics concerning the plumbing trades. Instruction is given in both layout and design criteria. This course covers introductory fabrication and erection of plumbing systems. Course is designed to assist students in preparing for related portion of NOCTI exam. Lecture 3 hours/Laboratory 2 hours/Total 5 hours per week. F

PLUM 107 – Plumbing Construction (3 cr.)

This course provides students with practical experience in the safe installation of drain, waste, and vent piping systems, residential plumbing fixtures, and appliances. This course provides students with the technical understanding and skills in blueprint reading needed by plumbers. Topics include drawing interpretation, isometric sketches of piping installations, and

sketching mechanical plans of piping for residential construction. Course is designed to assist students in preparing for related portion of NOCTI exam. Lecture 3 hours/Laboratory 2 hours/Total 5 hours per week. F

PLUM 115 – Plumbing II (3 cr.)

Prerequisite(s): PLUM 105, PLUM 106, and PLUM 107 or instructor consent.
This course provides students with the technical knowledge and skills for completing copper and crossed-linked polyethylene (PEX) piping procedures. Topics include safety, appropriate usage, properties of copper/PEX, sizes and weights of pipe, tubing, and fittings including flared and compression types, soldering and brazing techniques for copper pipe-work and PEX crimp fittings. Additionally, this course provides students with an understanding and skills for completing plastic piping procedures. Topics include safety, joining drainage, waste, vent, water, and distribution piping, chemical usage, and applicable codes for plastic piping procedures. Course is designed to assist students in preparing for related portion of NOCTI exam. Lecture 3 hours/Laboratory 2 hours/Total 5 hours per week. SP

PLUM 116 – Basic Electrical Technology for Plumbing (3 cr.)

Prerequisite(s): PLUM 105, PLUM 106, and PLUM 107 or instructor consent.
This course provides students with knowledge and skill in the areas of electrical safety, electrical terminology, and the use of a meter to measure voltage, current, and resistance. This course also covers types of wire, wire sizing, wiring methods, and problem-solving with Ohm's Law. Instruction is provided in sizing wire, proper grounding methods, single-phase and three-phase circuits, circuit breakers, and fuses. Students practice methods of stripping, splicing, and terminating wires for installation of common appliances requiring electricity, such as a garbage disposal or water heater. Course is designed to assist students in preparing for related portion of NOCTI exam. Lecture 3 hours/Laboratory 2 hours/Total 5 hours per week. SP

PLUM 215 – Plumbing III (3 cr.)

Prerequisite(s): PLUM 105, PLUM 106, and PLUM 107 or instructor consent.
This course includes basic pipe-fitting projects, including proper assembly, measurement, and testing of all piping systems. Lab activities include fixture installations such as wall-hung lavatories, water closets, bathtub installations, and kitchen sink installations. This course also provides students with skills for completing steel pipe and corrugated stainless steel gas pipe procedures. Topics include appropriate usage, fittings, safety, tools, equipment, and skill development in cutting, threading, fabricating steel piping systems, and termination of corrugated stainless steel piping. Course is designed to assist students in preparing for related portion of NOCTI exam. Lecture 3 hours/Laboratory 2 hours/Total 5 hours per week. SP

PLUM 216 – Plumbing System Service and Repair (3 cr.)

Prerequisite(s): PLUM 115, PLUM 116, and PLUM 215 or instructor consent.
This course focuses on proper methods of repairing all forms of plumbing piping, fixtures, and some appliances. Students are trained in preparing for the repair job and estimating cost of the job. Emphasis placed on the integration of new materials, methods, and equipment in existing plumbing systems. Remodeling of existing plumbing is also presented in this course. Course is designed to assist students in preparing for related portion of NOCTI exam. Lecture 3 hours/Laboratory 2 hours/Total 5 hours per week. SU

PLUM 217 – Advanced Plumbing Systems (3 cr.)

Prerequisite(s): PLUM 115, PLUM 116, and PLUM 215 or instructor consent.
Energy conservation, water conditioning, and the latest innovations in appliances and accessories are covered in this overview course. Students study tankless water heaters, water softening systems, sump pumps, and other appliances and accessories in use in both residential and commercial building systems. Course is designed to assist students in preparing for related portion of NOCTI exam. Lecture 3 hours/Laboratory 2 hours/ Total 5 hours per week. SU

Power Plant

PPIT 115 - Introduction to Power Plant Systems (3 cr.)

This introductory course defines the core concepts of power plant operations. Theory of power generation is addressed in the course. Development of skills necessary to identify major components and their

function is a focus for student learning. Key terms associated with power plant systems and safety issues are addressed in the course. Lecture 3 hours per week. F

PPIT 125 - Power Plant Boilers and Operations (3 cr.)

The course addresses operations of most power plant boiler systems and terminology associated with those systems. Theory of boiler operations is addressed in the course. Development of skills necessary to identify major components in power plant boiler systems and their function is a focus for student learning. Safety issues specific to boiler systems are addressed in the course. Lecture 3 hours per week. SP

PPIT 127 - Power Plant Cycles (3 cr.)

The course is designed to provide an in-depth knowledge of the steam water cycle in a steam generation plant. Theory of steam generation is addressed in the course. Development of skills necessary to identify major components in a steam generation plant and their function is a focus for student learning. Safety issues specific to steam generation are also addressed in the course. Lecture 3 hours per week.

PPIT 129 - Power Plant Chemistry (3 cr.)

The course is designed to provide an introduction to the water treatment and environmental protection systems for power plants. Theory of water treatment operations is addressed in the course. Development of skills necessary to identify major components in a water treatment operation and their function is a focus for student learning. Terminology and safety issues specific to water treatment also are addressed in the course. Lecture 3 hours per week.

PPIT 235 - Steam Turbines and Generators (3 cr.)

The course is designed to provide a basic understanding of the operation of turbines within a power generation plant. Theory of steam turbine and generator operations is addressed in the course. Development of skills necessary to identify major components in steam turbines and generators along with their function is a focus for student learning. Terminology and safety issues specific to steam turbines and generators also are addressed in the course. Lecture 3 hours per week. SP

Practical Nurse

PNRS 105 - Personal and Vocational Concepts (3 cr.)

Prerequisite(s): Admission to the Practical Nursing Program.
This course is designed to help the adult learner adjust to the role of a student and to the role of the practical nurse. The course includes nursing history, trends, and vocational relationships; role of the practical and professional nurse; communication; cultural diversity; and community evaluation. In addition, study habits, testing strategies, problem-solving, and critical thinking are included to promote student success in the Practical Nursing program, as well as the role of the practical nurse. Lecture 3 hours per week.

PNRS 107 - Body Structure and Function (5.5 cr.)

Prerequisite(s): PNRS 105.
This foundation level course is designated to provide the student with basic knowledge of human anatomy and physiology applicable to practical nursing. The course is presented by exploring the body systems. Lecture 5.5 hours per week.

PNRS 115 - Fundamentals of Nursing (12.25 cr.)

Prerequisite(s): PSYC 243.
This is a beginning-level nursing class that introduces the nursing process to meet the physical and emotional needs of various developmental stages. Interpersonal relations, and effective communication skills needed for nursing are explored. Basic nursing skills and procedures are taught in laboratory setting with integration in the clinical practicum. Mathematical applications for drug calculations and medication administration are taught. Clinical experience is included in this course. Lecture 10 hours/Laboratory 6 hours/Clinical 3 hours/Total 19 hours per week.

PNRS 116 - Pediatric Nursing (3 cr.)

Prerequisite(s): PNRS 115.

This course focuses on nursing care of children from infancy through adolescence. Nursing care and interventions are discussed for selected pediatric diseases and conditions. Clinical experience is included in this course. Lecture 2.8 hours/Clinical .8 hours/Total 3.6 hours per week.

PNRS 117 - Intravenous Therapy (.75 cr.)

Prerequisite(s): PNRS 105.

This course prepares the student to perform limited intravenous therapy treatments in accordance with Missouri Rule 4 CSR 200.6010. The student must pass the final exam with an 80% and have a successful stick on another person to become IV certified. Lecture .75 hours per week.

PNRS 118 - Medical Surgical Nursing I (7 cr.)

Prerequisite(s): PNRS 115.

This course builds upon previously learned knowledge and skills. The course focuses on nursing care of the client with alterations in health. Specific focus is placed on inflammation, infection, immunity; fluid and electrolytes; surgical care, reproductive, hematologic and immunological; digestive; skin; urologic; musculoskeletal; eyes, ears, nose, and throat issues. Clinical experience is included in this course. Lecture 6 hours/Clinical 4 hour/Total 10 hours per week.

PNRS 119 Medical Surgical Nursing II (7 cr.)

Prerequisite(s): PNRS 115.

This course builds upon previously learned knowledge and skills. The course focuses on nursing care of the client with alternations in health. Specific focus is placed on: cardiovascular, neurological, respiratory, shock, cancer, and endocrine issues. Clinical experience is included in this course. Lecture 6 hours/Clinical 4 hour/Total 10 hours per week.

PNRS 125 - Maternal/Newborn Nursing (3 cr.)

Prerequisite(s): PNRS 115.

In this course, students learn about maternal care, conception through delivery, and newborn care. This course focuses on health promotion for the maternal and newborn client. Clinical experience is included in this course. Lecture 2.8 hours/Clinical .8 hours/Total 3.6 hours per week.

PNRS 126 – Pharmacology (4 cr.)

Prerequisite(s): PNRS 115.

This course provides the student with a foundation to pharmacological classifications and representative drugs. Focus is placed on intended action and expected client responses. The student also learns to recognize the client's education needs for pharmacological therapy. Lecture 4 hours per week.

PNRS 127 - Mental Health (3 cr.)

Prerequisite(s): PNRS 105.

This course is designed to provide the student with the basic mental health concepts. Focus is placed on safe, holistic care. Mental health issues throughout the lifespan are discussed. Clinical experience is included in this course. Lecture 2.8 hours/Clinical .8 hour/Total 3.6 hours per week.

PNRS 128 - Leadership and Management (3.5 cr.)

Prerequisite(s): PNRS 119.

This course explores the responsibilities of the practical nurse in leadership roles. Focus is placed on critical thinking and clinical decision-making in the transition from student to graduate practical nurse. Clinical experience is included in this course. Lecture 2 hours/Clinical 6 hours/Total 8 hours per week.

Precision Agriculture

AGPR 115 – Introduction to Precision Agriculture (3 cr.)

This introductory course is an overview of practices, technology, and other topics associated with precision agriculture. The course gives an overview of the practice of remote sensing, soil sampling, vehicle navigation guidance, yield monitoring, site specific crop management, variable rate technology methods of applying agrichemicals, site specific fertilizer management, integrated pest management, and information management tools to improve

farm productivity. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

AGPR 116 – Computer Application to Agriculture (3 cr.)

This course provides an introduction to computer use in the workplace with emphasis on precision agriculture situations. These computer applications include accessing information through the internet, telecommunications, site specific crop mapping, soil sampling databases, and presentations managers use will be covered. The course also covers software such as Ag Leader, appropriate to precision agriculture. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. F

AGPR 215 – Advanced Precision Agriculture (3 cr.)

This course is an in-depth advanced level study into precision agriculture. The focus will deal with the practice of using remote sensing, soil sampling, vehicle navigation, guidance, yield monitoring, site specific crop management, variable rate technology, methods of applying agrichemicals, site specific fertilizer management, integrated pest management, and information management tools to improve farm productivity. This course deals with whole farm management with the goal of optimizing returns on inputs while preserving natural resources. Lecture 2 hours/Laboratory 2 hours/Total 4 hours per week. SP

AGPR 225 – Agriculture Chemical Application Systems (3 cr.)

This course provides an introduction into the optimization of farm productivity through data collection and management of all types of farm chemicals using chemical application systems. The course deals with sprayer hydraulics, spray atomization, calibration and mixing calculations, compatibility of tank mixes, personal and environmental protection, techniques with different systems, and operation practices used in agriculture chemical application. Liquid and granular application systems and respective components are studied. Lecture 2 hours/Laboratory 2 hours/Total 3 hours per week. SP

Psychology

PSYC 111 - General Psychology (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

General psychology addresses the basics of human development. The course analyzes psychological concepts and the various types of learning. Students will assess the relationship between brain development and behavior as it relates to psychological concepts. Lecture 3 hours per week. F, SP, S

PSYC 112 - Psychology of Personal Adjustment (3 cr.)

Prerequisite(s): PSYC 111.

Psychology of Personal Adjustment continues from General Psychology by completing the discussion on the basics of behavior and mental processes of organisms. The course reviews thinking, motivation, emotion, stress, personality, and psychological disorders. Students assess the relationship between behavior and mental processes as it relates to psychological concepts. Lecture 3 hours per week. SP

PSYC 223 - Child Psychology (3 cr.)

Prerequisite(s): ENGL 111.

Child Psychology looks at the physical, cognitive, and social development of the child through adolescence. The course reviews the major theories of child and adolescent development. This course also examines the child through adolescence in the context of the family, school, media, culture, and/or psychopathy. Lecture 3 hours per week.

PSYC 233 - Adolescent Psychology (3 cr.)

Prerequisite(s): ENGL 111.

Adolescent Psychology looks at the physical, cognitive, and social development of the adolescent. The course reviews the major theories of adolescent development. This course also examines the adolescent in the context of the family, school, media, culture, and/or psychopathy. Lecture 3 hours per week.

PSYC 243 - Human Development Across the Life Span (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

Human Development Across the Lifespan defines the systematic changes and continuities that fall into three broad domains: physical development, cognitive development, and psychosocial development. The course reviews the major theories of human development. This course also examines the individual in the context of the family, school, media, culture, and/or psychopathy. Lecture 3 hours per week.

Reading

READ 01 – Transitional College Reading I (4 cr.)

Prerequisite(s): Appropriate placement score on the ACCUPLACER or ACT exam.

Corequisite(s): ACAD 101, if course requirement has not previously been met.

This course is the first of 2 courses to assist students in developing the skills required for college-level reading. With emphasis on building vocabulary, improving reading comprehension, and increasing reading rate, this course aims to empower students with independent learning techniques and effective study skills. Lecture 3 hours per week. F, SP, S

READ 02 – Transitional College Reading II (4 cr.)

Prerequisite(s): READ 01 or placement score of READ 02.

Corequisite(s): ACAD 101, if course requirement has not previously been met.

This course specifically focuses on advancing skills such as vocabulary, main idea, supporting details, inferences, organization, and textbook annotation. In addition, digital literacy, critical reading, and critical thinking skills are developed, specifically through the use of contextualized reading passages from a wide variety of disciplines and sources. Lecture 3 hours per week. F, SP, S

Social Work

SWRK 100 - Social Work (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

Social Work 100 introduces students to the discipline of social work (its origins, career potential, practice settings, and future trends) and provides a broad-based knowledge of social work generalist practice in diverse settings. Lecture 3 hours per week.

SWRK 201 - Social and Economic Justice (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course introduces students to the concepts and issues of social and economic justice as they relate to the field of social work. Lecture 3 hours per week.

SWRK 221 - Interviewing Skills for Generalist Practice (3 cr.)

Prerequisite(s): SWRK 100.

This course provides an introduction to basic interviewing skills for generalist social work practice. Lecture 3 hours per week.

Sociology

SOCI 111 - General Sociology (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

Sociology is the scientific study of human groups. General Sociology provides sociological information (viewed from various sociological perspectives) about the foundations of society, social inequality, social institutions, and social change at both national and international levels. Lecture 3 hours per week. F, SP, S

SOCI 221 - Race and Ethnicity (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

Race and Ethnicity examines subordinate group experiences in American society and on a global scale. Race, ethnicity, and gender are the minority groups targeted for study. The sociocultural history, immigration, patterns of intergroup relations, and current status of various groups are explored. Lecture 3 hours per week.

SOCI 223 - Marriage and the Family (3 cr.)

Prerequisite(s): SOCI 111.

This course is an examination of various aspects of current family systems with an emphasis on their strengths and diversity. Five significant aspects are examined: the social context of intimate relationships, development and dynamics of intimate relationships, stages of marriage and family life, and challenges and opportunities facing families. Lecture 3 hours per week. F

SOCI 230 - Criminology (3 cr.)

Prerequisite(s): ENGL 111.

Criminology offers an introductory look at crime, crime patterns, crime causation, and societal reactions to crime. A multidisciplinary approach is used to examine crime from biological, psychological, and sociological theoretical perspectives. Lecture 3 hours per week.

SOCI 234 - Social Problems (3 cr.)

Prerequisite(s): SOCI 111.

The social problems course is designed to stimulate thinking, as well as furnish a body of knowledge concerning significant social problems facing modern American society and the world today. Social problems are explored from various sociological perspectives providing insights as to their possible causes and potential solution. Lecture 3 hours per week. SP

Spanish

SPAN 101 - Elementary Spanish I (3 cr.)

This is an introductory course in the Spanish language. Students learn beginning vocabulary and develop basic listening, speaking, reading, and writing skills in the present tense in Spanish. Students are given the opportunity to actively communicate in Spanish as much as possible. They also gain knowledge about Spanish-speaking countries and culture. Lecture 3 hours per week. F, SP, S

SPAN 102 - Elementary Spanish II (3 cr.)

Prerequisite(s): SPAN 101 with a minimum letter grade of C.

Students learn more common vocabulary and continue to develop listening, speaking, reading, and writing skills in the present, future, and past tenses in Spanish. In-class exposure to Spanish is increased and opportunities to communicate in Spanish are more extensive. They obtain further knowledge of Hispanic cultures, as well. Lecture 3 hours per week. SP, S

SPAN 201 - Intermediate Spanish I (3 cr.)

Prerequisite(s): SPAN 102 or equivalent.

While students continue to learn vocabulary and culture relevant to life in the 21st century Spanish-speaking world, they also learn methods of communication in the past in Spanish, including the preterite, imperfect, and present perfect tenses. In addition, they are given more frequent opportunities to carry on conversations in role-plays in order to increase their oral confidence and fluency. Lecture 3 hours per week. F

SPAN 202 - Intermediate Spanish II (3 cr.)

Prerequisite(s): SPAN 201 or equivalent.

Students learn vocabulary and culture relevant to life, health, and relationships. Methods for utilizing Spanish persuasively are given and exercised as students learn the imperative and subjunctive moods, as well as the conditional and future tenses. They are again given opportunities to converse in role-plays. Students will be able to further their Spanish subsequently either at the 300 level at university or by traveling abroad. Lecture 3 hours per week. SP

Speech Communication

SCOM 101 - Human Communication (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

This course is designed to introduce students to both the theories and application of oral communication. Students are instructed in interpersonal, group, organizational, and public communication contexts. A variety of exercises give students the opportunity to recognize and advance basic communication skills. Lecture 3 hours per week.

SCOM 110 - Public Speaking (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

This course is designed to introduce students to both the theories and application of oral communication. Students are instructed in the areas of purpose, content, organization, and presentation. In addition, instruction is provided in general concepts, including, but not limited to, interpretation, critical listening, evaluation, ethics, and nonverbal communication. A variety of learning exercises are employed to assist students in developing and enhancing public speaking skills accordingly. Lecture 3 hours per week. F, SP, S

SCOM 125 - Communication in the Workplace (3 cr.)

A study in communication concepts, strategies, and rules that govern human interaction in the workplace. Lecture 3 hours per week. F, SP

SCOM 210 - Interpersonal Communication (3 cr.)

Prerequisite(s): ENGL 02 and READ 02 or Writing and Reading placement of ENGL 111.

A study in the theory and practice of interpersonal communication within a variety of contexts. This course is designed to promote awareness and understanding, of how human communication processes impact perception, understanding, and the assignment of meaning. Students explore and participate in principles of self-realization, behavioral communication, effective listening, conflict management, climates, and gender and cultural implications on communication. Lecture 3 hours per week. F

SCOM 213 - Advanced Public Speaking (3 cr.)

Prerequisite(s): SCOM 110.

This course provides increased experience and extended coverage of what is learned in Public Speaking. Exceptional use of language, alternate delivery styles and techniques, alternate audiences, and advanced forms of evaluation and criticism is emphasized. Lecture 3 hours per week. SP

SCOM 243 - Argumentation and Debate (3 cr.)

Prerequisite(s): SCOM 110.

This is a basic course that introduces students to the principles and foundations of argumentation. The course is centered on argumentative analysis, evidence, reasoning, and presentation. Lecture 3 hours per week.

Theater Arts

THEA 120 - History and Appreciation of Theater (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course examines the development of theatre and its cultural significance throughout history. The course study includes the artistic and technical elements of theatre, significant movements in the history of theatre, different styles and genres of plays, and theatre criticism. Lecture 3 hours per week. F, SP, S

THEA 122 - History and Appreciation of Film (3 cr.)

Prerequisite(s): READ 02 or Reading placement of ENGL 111.

This course examines the development of motion pictures as an art form throughout its history. The course study includes the artistic elements of cinema, domestic and international cinema, significant movements in cinema's history, and different styles, forms, and genres of cinema. Lecture 3 hours per week. F, SP, S

THEA 140 – Theatre Production I (1cr.)

This course offers a supervised experience in rehearsal and performance of roles and/or tasks related to mounting a theatrical production. A maximum of 6 hours in Theatre Production can be applied to a degree program. Laboratory 1 hour per week.

THEA 141 – Theatre Production II (1 cr.)

Prerequisite(s): THEA 140.

This course offers a supervised experience in rehearsal and performance of roles and/or tasks related to mounting a theatrical production. A maximum of 6 hours in Theatre Production can be applied to a degree program. Laboratory 1 hour per week.

THEA 142 – Theatre Production III (1 cr.)

Prerequisite(s): THEA 141.

This course offers a supervised experience in rehearsal and performance of roles and/or tasks related to mounting a theatrical production. A maximum of 6 hours in Theatre Production can be applied to a degree program. Laboratory 1 hour per week.

THEA 143 – Theatre Production IV (1 cr.)

Prerequisite(s): THEA 142.

This course offers a supervised experience in rehearsal and performance of roles and/or tasks related to mounting a theatrical production. A maximum of 6 hours in Theatre Production can be applied to a degree program. Laboratory 1 hour per week.

THEA 144 – Theatre Production V (1 cr.)

Prerequisite(s): THEA 143.

This course offers a supervised experience in rehearsal and performance of roles and/or tasks related to mounting a theatrical production. A maximum of 6 hours in Theatre Production can be applied to a degree program. Laboratory 1 hour per week.

THEA 160 – Theatre Performance I (1 cr.)

This course offers supervised experience in rehearsal and performance of roles and/or other tasks related to mounting a theatrical production. A maximum of 6 hours in Theatre Performance can be applied to a degree program. Laboratory 1 hour per week.

THEA 161 – Theatre Performance II (1 cr.)

Prerequisite(s): THEA 160.

This course offers supervised experience in rehearsal and performance of roles and/or other tasks related to mounting a theatrical production. A maximum of 6 hours in Theatre Performance can be applied to a degree program. Laboratory 1 hour per week.

THEA 162 – Theatre Performance III (1 cr.)

Prerequisite(s): THEA 161.

This course offers supervised experience in rehearsal and performance of roles and/or other tasks related to mounting a theatrical production. A maximum of 6 hours in Theatre Performance can be applied to a degree program. Laboratory 1 hour per week.

THEA 163 – Theatre Performance IV (1 cr.)

Prerequisite(s): THEA 162.

This course offers supervised experience in rehearsal and performance of roles and/or other tasks related to mounting a theatrical production. A maximum of 6 hours in Theatre Performance can be applied to a degree program. Laboratory 1 hour per week.

THEA 164 – Theatre Performance V (1 cr.)

Prerequisite(s): THEA 163.

This course offers supervised experience in rehearsal and performance of roles and/or other tasks related to mounting a theatrical production. A maximum of 6 hours in Theatre Performance can be applied to a degree program. Laboratory 1 hour per week.

THEA 180 – Acting (3 cr.)

This course focuses on the mind/body/vocal aspects of the acting student, specifically helping to explore physical technique, character study, script analysis, character relationships, audition preparation, and stage movement

to create believable characters for stage performance. Students dissect “the moment before,” obstacles and objectives, character motivations and character growth, and learn to project “the moment after” in their attempts to connect with the audience. Lecture 3 hours per week.

THEA 223 - Stage Makeup and Costuming (3 cr.)

This course teaches techniques and uses of stage makeup. Also includes a fundamental study of costumes and costume design. Lecture 3 hours per week.

THEA 233 - Oral Interpretation of Literature (3 cr.)

Prerequisite(s): SCOM-110.

Practice in reading aloud all types of literature. Emphasizes vocal techniques and improvement. Required for elementary education majors at some schools. Recommended for theater majors. Lecture 3 hours per week.

THEA 280 – Stage Directing (3 cr.)

Prerequisite(s): THEA 180.

In this course, the student learns the fundamentals of directing a play. The student learns how to analyze a script, develop a production concept, and conduct rehearsals. The student learns about all the elements that a director must consider in order to understand and completely communicate the super objective of the play: script analysis, casting, conducting rehearsals, the schedule, time management, communication with actors, resolving problems, picturization, conceptualizing, and communicating concepts with the design and technical staff. Lecture 3 hours per week. SP

Welding

WELD 156 – Introduction to SMAW (Shielded Metal Arc Welding) (4 cr.)

This introductory course is designed to develop knowledge, skills, and behaviors in welding safety, operation of welding power sources, and accessories, and using the Arc welding process. Lecture 2 hours/Laboratory 4 hours/Total 4 hours per week. F, SP

WELD 157 – Introduction to TIG (Tungsten Inert Gas) Welding (4 cr.)

This introductory course is designed to develop knowledge, skills, and behaviors in welding safety, gas cylinder usage, and storage. The course covers welding power sources, accessories, and welding positions. Lecture 2 hours/Laboratory 4 hours/Total 4 hours per week. F, SP

WELD 158 – Introduction to GMAW (Gas Metal Arc Welding) (4 cr.)

This introductory course is designed to develop knowledge, skills, and behaviors in welding safety, gas cylinder usage, and storage. The course covers Gas Metal Arc Welding fundamentals, equipment set up, adjustment, and metal transfer with shielded gases. Lecture 2 hours/Laboratory 4 hours/Total 4 hours per week. F, SP

WELD 159 – Introduction to FCAW (Flux Cored Arc Welding) (4 cr.)

This introductory course is designed to develop knowledge, skills, and behaviors in welding safety, gas cylinder usage, and storage. This course covers use of semi-automatic flux core welding machine power sources, equipment, and accessories, machine adjustments, and recognition of weld quality. The student develops skills to make multi pass welds in all welding positions. Lecture 2 hours/Laboratory 4 hours/Total 4 hours per week. F, SP

WELD 165 – Welding Blueprint Reading (3 cr.)

The advanced level course is designed to reinforce concepts such as welding safety, gas cylinder usage and storage, and equipment maintenance. Best practices in the advanced techniques of GMAW (Gas Metal Arc Welding) including operation of welding machine power sources with accessories, material information, and selection of welding fillet gauge is studied. The student develops the ability to make welds in positions 1F – 4F, on fillet and butt joints using hard MIG wire. Lecture 2 hours/Laboratory 2 hours/Total 3 hours per week. F

WELD 255 – Advanced GMAW (Gas Metal Arc Welding) (4 cr.)

This advanced level course is designed to apply knowledge, skills, and behaviors in the advanced techniques of GMAW welding. This course covers material information, selection of welding fillet gauge, weld in all welding positions on fillet and butt joints. Lecture 2 hours/Laboratory 4 hours/Total 4 hours per week. F, SP

WELD 256 – Advanced SMAW (Shielded Metal Arc Welding) (4 cr.)

This advanced level course is designed to apply welding skills to construct multi-pass fillet welds on inside corner joints, flat lap, butt joints, and stringer and weave beads in all welding positions using various diameter electrodes. Lecture 2 hours/Laboratory 4 hours/Total 4 hours per week. F, SP

WELD 265 – Welding Fabrication (3 cr.)

This course is a comprehensive study of welding technology and applications. The course covers welding and cutting processes, welding assemblies, fabrication cutting, metallurgy, material conformity, measurement, and layout. Lecture 2 hours/Laboratory 2 hours/Total 3 hours per week. F, SP



COLLEGE PERSONNEL





COLLEGE PERSONNEL

Abney, Robert

Director, Tinnin Center

B.S., Hannibal-LaGrange

Adams, Chris

Director of Enrollment Services/Student Development

B.S., Western Illinois University; M. Ed., University of Missouri – St. Louis

Alford, Jason

Controller

A.A.S., Three Rivers College; B.S., Central Methodist University

Allen, Kimberly

Instructor in Nursing

A.A., Freewill Baptist Bible College; B.S., Sterling College; B.S.N., Arkansas State University; M.B.A., William Woods University

Allen, Larry Todd

ACHIEVE Program Director

B.C.E., Ozark Christian College; M.Ed., Lincoln University

Allen, Melissa

Administrative Assistant/Career Studies and Workforce Development

A.S. Missouri Southern State University; B.S. Central Methodist University

Armor, Jack

Coordinator, Fire Training

Missouri Division of Fire Safety Service
Instructor

Atwood, Jonathan

Coordinator, Media Services

B.S., Southeast Missouri State University

Atwood, Steve

Chief Technology Officer

A.A., A.A.S., Three Rivers College; B.S., Hannibal-LaGrange College

Avery, Debra

Associate Professor in Nursing

A.A.S., Three Rivers College; B.S.N., Southeast Missouri State University
MSN, Walden University

Ballard, Kathy S.

Director, Kennett

B.S.E., Arkansas State University; M.S., University of Tennessee

Batten, Sandra

Research Coordinator

A.A., Three Rivers College

Becker, Julie G.

Professor in Information Systems Technology

B.S., M.S.E., Sp.Ed., Southeast Missouri State University

Bess, Brian K.

Assistant Men's Basketball Coach/Professor in Physical Education

A.A., Three Rivers College; B.A., Arkansas College; M.S., Arkansas State University

Bess, Gene V.

Men's Basketball Coach/Professor in Physical Education

B.S.E., Southeast Missouri State University; M.S., University of Missouri; S.C.T., Murray State University

Bishop, Mason

Interim Director, DOL Grant

B.A., M.P.A., Brigham Young University

Bliss, Lisa

Instructor/Coordinator, Tutoring and Learning Center

A.A., A.A.S., Three Rivers College; B.S., Northwest Missouri State University; M.B.A., William Woods University; M.Ed., Central Methodist University

Bowling, Kelly

Practical Nursing Instructor, Kennett

A.A.S., Three Rivers College; B.S.N. Southeast Missouri State University; M.S.N., Central Methodist University

Brasher, Morgan

Instructor in Nursing, Sikeston

LPN, Pemiscot Memorial Vocational School of Practical Nursing; A.A.S., Three Rivers College; B.S.N., Southeast Missouri State University

Brooks, Brandi

Director, Educational Talent Search

B.S., M.A., Southeast Missouri State University

Brown, Larissa

Instructor in Nursing

B.S.N., Southeast Missouri State University; M.S., University of Central Missouri

Bubanovich, Gina

Assistant Director, Enrollment Services

A.S., John A. Logan Community College; B.S., Southern Illinois University; M.A., Southeast Missouri State University

Bullington, Kenny D.

Professor in Mathematics

A.A., Mississippi County Community College; B.S., M.S., Arkansas State University

Burge, Valjeane

Secretary, ACHIEVE

A.A., Three Rivers College

Burkey, R. Stacey

Baseball Coach/Professor in Physical Education

A.A., Three Rivers College; B.S.E., Southwest Missouri State University; M.S.E., Arkansas State University

Cagle, Gina L.

Associate Professor in Psychology

A.A., Kaskaskia College; B.S., M.S., Southern Illinois University

Calvert, Linda

Instructor in Nursing

B.S.E., B.S.N., Southeast Missouri State University; M.S.N., Walden University

Calvert, Robby

Coordinator of Disability Services

A.A., Del Mar College, B.A., Howard Payne University, MACOMM, Southwest Baptist Theological Seminary

Campbell, Staci

Department Chair/Assistant Professor, Nursing and Allied Health

B.S.N., University of Central Arkansas; M.S.N., University of Phoenix; Ph.D., Capella University

Carlton, Heather

Assistant Professor in Information System Technology

A.A., Three Rivers College; B.S., Hannibal-LaGrange College; M.B.A., William Woods University

Cates, Cassandra

College Store Coordinator

Clanahan, Matthew

Learning Support Specialist

A.A., Three Rivers College; B.S., Southeast Missouri State University; M.Ed., Central Methodist University

Cooper, William

Director, University Center

A.A., Three Rivers College; B.S., Central Methodist University

Cornman, Carolyn

Director, Malden

A.A., Williams Baptist College; B.S.E., Southeast Missouri State University; M.S.E., Southwest Baptist University

Cornman, Heather

Instructor in Early Childhood

Development/Program Coordinator

A.A., Three Rivers College; B.S., Missouri State University

Cowan, Jason

Assistant Professor in English

B.S., M.A., Southeast Missouri State University

Crafford, Kevin

Assistant Network Administrator

A.A.S., Iowa Central Community College

Crocker, Traven

Science Lab Assistant

A.A., Three Rivers College; B.S., Arkansas State University

Cunningham, Tami
Instructor in EMS
EMT; Paramedic; B.A.S., Hannibal-LaGrange University; M.B.A., William Woods University

Davis, Judith
Temporary Instructor, Social Science
B.S., M.S., Southeast Missouri State University

Davis, Suzanne
Outreach Specialist, Educational Talent Search
B.S., University of Arkansas

DeAngelo, Michael
Associate Professor in Chemistry
A.S., Adirondack Community College; B.A., M.A., Plattsburgh State University of New York

Deken, Elizabeth A.
Professor in Industrial Technology
B.S. Ed., University of Missouri-St. Louis; B.S.C.E, University of South Florida; M.S., Southeast Missouri State University

Dilbeck, Edie
Executive Assistant to the Chief Academic Officer
A.A., Three Rivers College; B.S., Arkansas State University - Jonesboro

Dougherty III, William John
Financial Aid Verification Specialist
A.A.S., Three Rivers College; B.A., B.S., Central Methodist University

Dow, James
Instructor in Industrial Technology
Southeast Missouri State University Coursework

Eaton, Marsha J.
Associate Professor in Nursing
B.S.N., Murray State University; M.S.N., University of Phoenix

Eriksson, Mark
Assistant Professor in Mathematics
B.S., University of Illinois at Champaign; M.S., Northern Illinois University

Esquivel, Jennifer
Student Loan Management Specialist
A.A., Three Rivers College

Eubank, Charlotte
Chief Financial Officer
B.B.A., University of Central Arkansas; M.B.A., William Woods University

Fielding, David G.
Professor in Art
B.F.A., Kansas City Art Institute; M.F.A., Fort Hays State University

Fisher, Michelle A.
Instructor in Biology
A.A., Shawnee Community College; B.S., M.N.S., Southeast Missouri State University

Freeman, Anita
Executive Assistant to the Chief Financial Officer
A.A., A.A.S., Three Rivers College; B.S., Hannibal La Grange

Gattis, Melinda
Facilitator, Kennett
A.A.S., Three Rivers College; B.A.S., Hannibal-LaGrange University

Gerecke, Samantha
Assistant Professor of Agriculture and Forestry
A.A., Three Rivers College; B.S., M.S., Arkansas State University

Gordon, Benjamin
Coordinator, Distance Learning Services
B.S., DeVry University

Gowen, Tara
Administrative Assistant/Athletics

Gragg, Leslie
Assistant Professor in Biology
A.A., Three Rivers College; B.S., D.C., Logan College of Chiropractic

Gray, Lisa A.
Instructor in Reading
A.A., Mineral Area College; B.A., B.S., Southeast Missouri State University

Greer, Sara
Temporary Facilitator, Sikeston
B.A., Randolph-Macon Woman's College

Grissom, Brandy
Instructor in Nursing
B.S.N., Southeast Missouri State University; M.S.N., Central Methodist University

Halcumb, Cambrea
Director of Procurement Services and Risk Management
A.A., Three Rivers College; B.S., William Woods University

Hall, Michelle
Instructor in Nursing, Sikeston
A.A.S., Three Rivers College; B.S.N., Central Methodist University; M.S.N., Central Methodist University

Hamann, Melanie
Registrar
A.A., Three Rivers College; B.S., Hannibal-LaGrange University

Harpole, Karen
Library Outreach Coordinator
A.A., College of the Canyons

Heath, Janine
Executive Assistant to the President
B.S., Southwest Missouri State University

Herring, Brandy
Instructor in Nursing
B.S.N., Southeast Missouri State University

Hicks, Amanda
Director, Student Accounts & Billing Services
A.A., Three Rivers College; B.S., M.A., Hannibal-LaGrange University

Hilburn, William
Athletic Facilities and Equipment Manager
A.A.S., Three Rivers College

Hoggard, Justin O.
Dean of Instruction
B.S.Ed., M.A., SCCT, Arkansas State University; Ed.D., William Woods University

Holifield, Demetra
Facilitator, Kennett
A.A.S., Mississippi County Community College

Hopper, Mark
HVAC Maintenance Technician
Associate of Occupational Studies, Vatterott College

Horne, Claudia
Director, Piedmont
B.S.E., M.A., Southeast Missouri State University

Hunsberger, Kevin
Purchasing Agent
A.A., Three Rivers College

Hunter, Shawn
Grounds Keeper/Maintenance

Huskey, James
Assistant Coordinator, Distance Learning Services
A.A., Three Rivers College

Hutson, Rebecca
Outreach Specialist, Educational Talent Search
B.S., Southwest Missouri State University

Inman, Jennifer
Assistant Director, Human Resources/Payroll
A.A., Three Rivers College; B.S., William Woods University; B.S., Central Methodist University

Inman, Shelia
Coordinator, Career Services
A.A., Three Rivers College; B.S., Southeast Missouri State University; M.B.A., William Woods University

Jackson, Jan
Facilitator, Malden
A.A.S., Three Rivers College

Jameson, Alexander
Financial Aid Specialist
A.A.T., Three Rivers College

Jansen, Robert
Executive Director of Retail Operations
B.A., M.B.A., Southern Illinois University

Johnson, Kaitlynn
Graphic Designer
B.F.A., Evangel University

Johnson, Teresa
Director, Communications
B.J., University of Texas

Joplin, Derek
Instructor in Welding
Master Diploma, Missouri Welding Institute

Julian, Casey
Assistant Director, Housing
A.A.; Certificate, Three Rivers College; B.S.,
Central Methodist University

Kearbey, J. Wayne
Maintenance Specialist-Off Campus

Kenley, Joseph
Director, Dexter
B.S., Virginia State University; M.A., Argosy
University

King, Tracy
Executive Assistant, Dean of Student Services
A.A., A.A.S., Three Rivers College, B.S., Hannibal
LaGrange University

Kirkman, Martha K.
Associate Professor in Business Management
B.S., M.A., Southeast Missouri State
University; Ed.D., University of Missouri

Kopf, Amy
Assistant Professor in Chemistry
B.S., Michigan State University; Ph.D.,
Northwestern University

Lamb, Christopher
HVAC Technician/Electrician
Type I and II Refrigeration, Mainstream
Engineering/EPA

Landers, Samantha
Facilitator, Dexter
A.A., Three Rivers College

Lane, Michelle
Assessment Coordinator
A.A., Three Rivers College; B.S., Central
Methodist University; M.S., Southeast Missouri
State University

Larson, Paul
Instructor in Physics
B.A., St. Olaf College; Ph.D., Michigan State
University

Lauder, Daniel
Chair, Career Studies and Workforce Development
A.A.S., College of Dupage; B.S., M.S., Cardinal
Stritch University; Ed.D., Maryville University

Lewis, Carol M. Swain
Professor in English/Coordinator, Honors Program
A.A., A.B., Stephens College; M.A.T.
Webster University; Ph.D., Regent
University

Lewis, Steven D.
**Associate Professor in Communications and
Language**
B.S.Ed., M.A., Arkansas State University;
M.Ed., University of Missouri St. Louis

Libla, Nicholas
Project Specialist
A.A.S., A.A.S., Three Rivers College

Mannon, Donna
Financial Aid Advisor – Third Party
A.A., Three Rivers College; B.S., Southeast
Missouri State University

Marshall, Missy
Director, Sikeston
B.S., Regis University; M.S., Southeast
Missouri State University

Matthews, Ann
Dean of Student Services
B.S., University of Missouri-Columbia,
M.S.E., William Woods University

Maxwell, Rose
Outreach Specialist, Educational Talent Search
A.A., Three Rivers College; B.S., M.S., Missouri
State University

McAnulty, Zach
Outreach Specialist, Educational Talent Search
A.A., Three Rivers College; B.S., Hannibal
LaGrange University

McDaniel, Kelly L.
Professor in Social Science
B.A., Southeastern State University; M.A.,
Oklahoma State University

McDaniel, Kristina D.
**Director, Human Resources/Professional
Development**
B.S., University of Hawaii-Manoa; M.S.,
Tarleton State University

McElhane-McKinney, Melinda
Practical Nursing Instructor, Kennett
A.A.S., Three Rivers College; B.S.N., Southeast
Missouri State University; M.S.N., Central
Methodist University

McElroy, Laura
Instructor in Nursing
A.A.S., Three Rivers College; B.S.N., Central
Methodist University

McFadden, Danielle
Assistant Director, Financial Aid
B.A., College of the Ozarks

Midyett, Dustin
Network Administrator

Milligan, Laura A.
Director, Housing
A.A.S., Three Rivers College; B.A.S.,
Southwest Missouri State University; M.Ed.,
University of Missouri-St. Louis

Morris, Regina
Director of Financial Aid
A.A., Three Rivers College; B.S., Hannibal-
LaGrange University

Musser, Alysia
Welcome Center Facilitator
A.A., A.S., Three Rivers College

Niblock, Kristy
Assistant Professor in Social Science
B.S., Ferris State University; M.A., Western
Michigan University

Nicholson, Guy
Finishing Carpenter

Null, Jeffrey
Head Softball Coach
A.A., North Arkansas Community College; B.S.,
Southwest Baptist University

Orlando, Margaret
Assistant Professor in Speech Communication
A.A., Three Rivers College; B.A., M.A.,
Missouri State University

Patterson, Diane M.
Coordinator of Testing Services
A.A.S., A.A., Three Rivers College; B.S.,
M.B.A., William Woods University

Payne, Maribeth
Dean, Institutional Effectiveness
B.S., M.S., Palm Beach Atlantic University;
Ed.D., Nova Southeastern University

Payne, Wesley A.
President
A.A., Northwest Mississippi Community
College; B.P.S., University of Memphis;
M.B.A., Embry-Riddle Aeronautical
University; Ph.D., Mississippi State
University

Pennington, Terry
Assistant Softball Coach

Phipps, D. Chad
Head Rodeo Coach
B.U.S., The University of Tennessee at Martin

Pickens, Derek
Library Technology Coordinator
A.A.S., Three Rivers College; B.A.S., Central
Methodist University

Prater, DeAndre'
Assistant Professor in Industrial Technology
A.A.S., Three Rivers College; B.S., Arkansas
State University; M.S., Southeast Missouri
State University

Prejean, Kathleen
Assistant Professor in Biology
B.S., M.A., Ph.D., University of Arkansas

Price, Marsha Dawn
Academic Counselor
B.S.E., Central Michigan University

Pullam, Trinity
Instructor in Nursing, Sikeston
B.S.N., Southeast Missouri State University;
M.S.N., Central Methodist University

Reed, Erick
Grounds Keeping

Reed, Tristin
Student Services Specialist
A.A., A.A.S., Three Rivers College; B.S., M.A., Hannibal LaGrange University

Reynolds, Michelle
Director, Development
B.J., University of Missouri at Columbia

Richardson, Kathy T.
System Administrator
A.A., B.S., Southeast Missouri State University

Ridlen, Gentry
Welcome Center Facilitator

Rivetti, Andrew F.
Associate Professor in Foreign Language
B.A., Wright State University; M.A., Miami University

Ross, Deanna
Learning Specialist, ACHIEVE Program
A.A., Three Rivers College; B.S., Hannibal LaGrange University

Rundquist, Stephanie
Instructor in Nursing
E.M.T., A.A.S., Arkansas Northeastern College; B.S.N., Southeast Missouri State University

Samuell, Tiechera
Associate Professor in English
B.A., Southeast Missouri State University; M.A., Western Illinois University

Sanders, Alice Faye
Instructor in Teacher Education
A.A., Three Rivers College; B.S., Southeast Missouri State University; M.A., William Woods University

Sanders, Mark J.
Associate Professor in English
B.J., M.A., University of Missouri

Sanders, Mary Beth
Assistant Professor in Nursing
A.A.S., Three Rivers College, B.S.N., Southeast Missouri State University; M.S.N., Central Methodist University

Schwendemann, Destinee
Practical Nursing Instructor, Kennett
B.S.N., University of Tennessee – Martin; M.S.N., Central Methodist University

Shackleford, Kimberly
Director of Nursing/Assistant Professor
A.A.S., Mississippi County Community College; B.S.N., Southeast Missouri State University; M.S.N., University of Phoenix

Sherrer, Bryan
Player Development Coordinator
A.A., Three Rivers College; B.A., University of South Alabama; M.S., Murray State University

Sifford, Nicole D.
Associate Professor in Mathematics/Department Chair of Math, Science & Social Science/Director, Developmental Education/Interim Chair of Humanities and Teacher Education
A.A., Three Rivers College; B.S., M.N.S., Southeast Missouri State University

Sitzes, Penny
Administrative Assistant/Human Resources
B.S., Harding University

Smith, Terri C.
Professor in Information Systems Technology
B.S.B.A., Southeast Missouri State University; M.B.A., SCCT, Arkansas State University

Smith, Tyler
Assistant Baseball Coach/Academic Advising & Planning
A.A., Three Rivers College; B.S., Arkansas State University

Snell, Gregory
Assistant Professor in English
B.A., M.A., Andrews University

Sparkman, Kayla
Spirit Squad Coach
B.G.S., Southeast Missouri State University

Spradling, Wendy
Academic Records Manager

Steiger, Carol-Lynn J.
Associate Professor in Social Science
B.A., M.A., Arkansas State University

Stratton, Charles
Director of Public Safety

Stiriz, Barbara
Administrative Assistant, Physical Plant
A.A., A.S., Brevard Community College; B.A.S., Hannibal LaGrange University

Swan, Kevin
Director, Workforce Development
A.A.S., ITT Technical Institute

Taylor, Amanda
Coordinator, Academic and Career Outreach Services
A.A., Three Rivers College; B.G.S., Southeast Missouri State University

Thompson, Dionne W.
MLT Program Director/Professor in Medical Laboratory Technology
B.S., Arkansas State University; MT (ASCP); M.S.E., William Woods University

Tinsley, Gail
Administrative Assistant, Enrollment Services
A.A., Al Camino College; B.S., Hannibal LaGrange University

Tomlinson, Robert
Director of Physical Plant
A.A.S., Three Rivers College; B.A.S., Hannibal LaGrange University

Tutor, Dawn
Technology & Computer Services Specialist-Off Campus
A.A.S., Three Rivers College

Walk, Jeff
Co-Head Coach, Women's Basketball
A.A., Three Rivers College; B.S., M.S., Southeast Missouri State University

Ward, Sandra
Assistant Professor in English
B.A., University of Science and Arts of Oklahoma; M.A., Truman State University

Ward, Stacey
Library Public Services Coordinator
A.A., Three Rivers College

Watson, Virginia
Senior Administrative Assistant/Department of Nursing & Allied Health
A.A.S., Three Rivers College; B.A.S., Hannibal LaGrange University

Wesemann, Lee Ann
Student Account Specialist
A.A., East Central College

Westbrooks, Shawn
Associate Professor in Criminal Justice
A.A., Eastern Oklahoma State College; B.S., M.S., Oklahoma State University

Wheeler, Kevin W.
Associate Professor in Mathematics
B.Ed., Lock Haven University; M.Ed., Delta State University

White, Cindy J.
Professor in Music
B.M., B.M.E., M.A.T., Southeast Missouri State University

White, William T. "Buddy"
Professor in Music
B.M.E., M.M.E., Southeast Missouri State University

Whitesell, Jennifer
Assistant Director, Dexter
A.A., Three Rivers College; B.A.S., Hannibal LaGrange University

Wiggs, Alex
Co-Head Coach/Women's Basketball
B.S., John Brown University; M.Ed., Northcentral University

Wilkes, Allison
Human Resources Specialist
A.A.S., A.A., Three Rivers College

Willcut, Ashli
College Store Coordinator
A.A.S., Three Rivers College

Willcut, Michael
Technology and Computer Services Specialist
A.A.S., Three Rivers Community College; B.S., Hannibal LaGrange University

Williams, Krystal
Student Account Specialist
A.A.S., Three Rivers College; B.S. Hannibal
LaGrange University

Willis, Mike
SIM Lab Coordinator/Assistant Professor
A.D.N., Southwest Baptist University; B.S.,
Drury University; M.S.N.-M.B.A./HC,
University of Phoenix

Wilson, Tamara
Secretary, Educational Talent Search

Wiseman, Kimberly
Assistant Professor in Life Science
B.A., University of Missouri-Columbia;
Doctorate, Bastyr University

Witt, Michael C.
Assistant Director, Sikeston
B.S., Southeast Missouri State University

Woolard, Melissa
Accounts Payable Specialist
A.A., Three Rivers College; B.S., Central
Methodist University

Wooldridge, Christina
College Store Coordinator
A.A.T., Three Rivers College

Wooldridge, David
Mail Services/Receiving Agent

Wooldridge, Michelle
Executive Assistant to the Dean of Instruction
B.S., M.A., Southeast Missouri State
University

Young, Deborah
Library Administrative Services Coordinator
B.S., Southeast Missouri State University



DISCLAIMERS AND LEGAL NOTICES

THREE RIVERS COLLEGE CATALOG 2017-2018

This catalog is effective beginning July 1, 2017, and is in effect for the 2017-18 academic year. While every effort has been made to make this publication accurate, the information is subject to change. Please refer to the college website at www.trcc.edu for the most current information. The catalog does not constitute a contract, explicit or implied, and the college reserves the right to make changes in the best interests of our students and the college.

Students are responsible for fully meeting the requirements for graduation listed in this catalog.

Information that the college is required to make available under the Student Right to Know and Campus Security Acts may be obtained from the Office of Student Services at 573-840-9669 or in writing at 2080 Three Rivers Blvd., Poplar Bluff, MO 63901.

In compliance with the Digital Millennium Copyright Act, Three Rivers College has appointed Steve Atwood, Chief Technology Officer, as the College's agent to receive notification of claimed infringement from a copyright owner.

Three Rivers College prohibits discrimination on the basis of race, color, religion, disability, age, gender, or national origin in any phase of its admission to or employment in its education programs or activities.

For student concerns:

Ann Matthews
Dean of Student Services
2080 Three Rivers Blvd.
Poplar Bluff, MO 63901
573-840-9669

For employee concerns

Kristina McDaniel
Director of Human Resources
2080 Three Rivers Blvd.
Poplar Bluff, MO 63901
573-840-9695



Tab Directory

TABLE OF CONTENTS.....	3
INFORMATION.....	7
GENERAL EDUCATION.....	49
ACCOUNTING, BUSINESS AND COMPUTER STUDIES.....	51
AGRICULTURE AND FORESTRY	61
EDUCATION	71
EMERGENCY SERVICES.....	85
ENGINEERING TECHNOLOGY AND CONSTRUCTION TRADES.....	95
FINE ARTS.....	113
HEALTH SCIENCES	117
LANGUAGE AND COMMUNICATION.....	137
MATH AND SCIENCES.....	143
SOCIAL AND BEHAVIORAL STUDIES.....	149
COURSE DESCRIPTIONS	161
COLLEGE PERSONNEL.....	193

THREE RIVERS COLLEGE

2080 THREE RIVERS BLVD | POPLAR BLUFF, MO 63901
877-TRY-TRCC (877-879-8722) | TRCC.EDU