Catalog

2019-2020

GRAYSON COLLEGE

Grayson College Course Catalog

General Information

- General Information

Mission

The mission of Grayson College is Student Success.

Purpose

According to Texas Education Code 130.003 (e) the purpose of each public community college shall be to provide:

1. Technical programs up to two years in length leading to associate degrees or certificates;
2. Vocational programs leading directly to employment in semi-skilled and skilled occupations;
3. Freshman and sophomore courses in arts and sciences;
4. Continuing adult education for occupational or cultural upgrading.
5. Compensatory education programs designed to fulfill the commitment of an admissions policy allowing the enrollment of disadvantaged students;
6. A continuing program of counseling and guidance designed to assist students in achieving their individual educational goals;
7. Workforce development programs designed to meet local and statewide needs;
8. Adult literacy and other basic skills programs for adults; and
9. Such other purposes as may be prescribed by the Texas Higher Education Coordinating Board or local governing boards in the best interest of post-secondary education in Texas.

Vision

Grayson College is a premier learning college that transforms individuals, builds communities, and inspires excellence.

Viking Values

The Viking Values are balance, trust, clarity, teamwork, service, and gratitude.

Affiliation and Accreditation

Grayson College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award Associate Degrees. Contact the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Grayson College.

Other affiliations and accreditations include: The Texas Association of Public Junior Colleges, Accreditation Commission on Education in Nursing, Commission on Dental Accreditation, American Dental Association, The National Accrediting Agency for Clinical Laboratory Sciences, the College Reading and Learning Association, The Committee on Accreditation of Education Programs for EMS Professions, American Culinary Federation, National Association for the education of Young Children, The National Accrediting Agency for Clinical Laboratory Sciences, and the Northern Texas Junior College Athletic Conference. The College has also been approved by the Coordinating Board, the Texas College and University System, and the Texas Board of Nursing. The Southern Association accreditation makes possible the transfer of Grayson College credits not only to Texas colleges and universities, but also to colleges and universities across the nation as well.

Statement of Non Discrimination/Equal Opportunity Policy

With respect to the admission and education of students; with respect to the availability of student loans, grants, scholarships and job opportunities; with respect to the employment and promotion of teaching and non-teaching personnel; and with respect to the student and faculty activities conducted on the premises owned or occupied by the College, Grayson College shall not discriminate either in favor of or against any person on account of race, creed, color, gender, national origin, age, religion, or disability. GC does not discriminate on the basis of sex in the educational programs or activities it operates. Inquiries concerning the application of Title IX and its implementing regulations may be referred to the Title IX Coordinator or to the Office of Civil Rights. Title IX Coordinator is the Vice President of Student Affairs.

6101 Grayson Drive, Denison, Texas 75020, 903-463-8736.

Declaración Sobre el Plan de Acción de Igualidad de Oportunidad

Respecto a la admisión y de la educación de los alumnos, respecto a la utilidad de préstamos, dones, becas y oportunidades de trabajo para los alumnos; respecto al empleo y a la promoción del cuerpo de empleados sea profesores o cualquier empleado; y respecto a las actividades de profesores o de alumnos que toman lugar en los terrenos ocupados por Grayson College, dicho College no discriminará ni en favor ni en contra de cualquier persona a causa de su raza, creencia, color, sexo, origen nacional, edad, religión o inhabilidad.

Grayson College no discrimina en las bases de sexo ni en los programas educativos ni en las actividades que le ofrece al público. Se puede informar acerca del propósito de Title IX y de como se implementan las reglas con el Director de Title IX o con la Oficina de Informar Derechos Legales.

El vicepresidente de asuntos estudiantiles 6101 Grayson Drive, Denison, Texas 75020, 903-463-8736

Disabilities Services

The College is committed to meeting the special needs of disabled students and coordinates with agencies such as Texas Department of Assistive and Rehabilitative Services and Texas Department of Human Resources to provide appropriate accommodations.

Students with documented disabilities should contact the Disabilities Services Coordinator in the Success Center preferably before classes start or as early in the semester as possible. Once appropriate documentation for the disability is received, the Disability Services Coordinator will coordinate delivery of approved accommodations with students and their instructors. The College makes the following services available to students with documented disabilities: tutoring, note taking, sign language interpreting, special testing conditions, taped textbooks, scribes, special/modified equipment, and other appropriate services.

Family Rights & Privacy Act

In compliance with the Family Educational Rights and Privacy Act of 1974, Federal Law 93-380, information classified as “Directory Information” may be released to the general public without the consent of the student.

Directory information is defined as:

1. Student name
2. Student address
3. Telephone listing
4. Email address
5. Photograph / visual likeness
6. Dates of attendance
7. Most recent previous educational institution attended
8. Other information including major field of study and degrees and awards received.

A student may request that all or any part of the directory information be withheld from the public by making written request to the Admissions Office during the first 12 days of class of a fall or spring semester or during the first four days of a summer session. If no request is filed, information may be released upon inquiry.

The Registrar is custodian of all records for currently enrolled students and for students who have withdrawn or graduated. The Registrar is located in the Admissions Office, Student Affairs Building, on the Main Campus.

Access to Public Information: Requests for Public information must be made in writing and delivered to the Public Information Officer via fax, email, US mail or in person. GC uses its fiscal year, September 1-August 31, for tracking requests.

Smoking Policy

To promote a healthy campus environment, Grayson College does not allow the use of tobacco products or any electronic smoking devices in college buildings or vehicles. Tobacco products and electronic smoking devices are permitted only in designated areas or parking lots.

Photo and Video Usage

Grayson College may at times use photographs, audio, and/or video recordings of employees and students for purposes of education, publicity, and student recruitment on behalf of the college, via the Internet, print publications, and other media.

Should an employee or student (or the parents or guardians of such persons who are under the age 18) NOT want to be photographed or recorded, or have his/her name or “directory” information used in connection with any such recording, that person must notify the college in writing.

Individuals who choose to opt-out are also responsible for removing themselves from areas in which photography and/or recording is taking place, or notifying the camera operator of their opt-out status. Failure to do so may result in that individual's inclusion in a photograph or recording and will be treated as consent for the college to utilize that photograph or recording accordingly.

Small Business Development Center

The Small Business Development Center is a non-profit professional management counseling service funded by Grayson College and the United States Small Business Administration that works to enhance the economic development of the north Texas area. The SBDC offers free individual counseling to small business owners/ managers and others who desire to start their own business. Areas of counseling include new business start-up, market identification, cash flow analysis, inventory control, general management and more. Low cost workshops, conferences, seminars, and courses are geared to the specific needs of small business engaged in retail, wholesale, manufacturing and service operations. In addition to offering public programs, the SBDC works with organizations to develop and conduct specialized programs adapted to address specific needs and conducted at convenient times and locations. The Grayson College SBDC's services are completely confidential and available to all Grayson and Fannin County residents. SBDC offices are located on the Main Campus.

Grayson College Foundation, Inc.

Supporting Excellence in Community College Education

Vision

To be the premier foundation for the benefit of Grayson College, students, and community.

Mission

Fulfilling donor wishes for student success.

Purpose

The Grayson College Foundation's purpose is to raise phylintropic funds for the benefit of Grayson College, its students, faculty, and staff.

Grayson College Foundation Scholarship Program

The Grayson College Foundation offers scholarships to students entering and attending Grayson College. Scholarships range from $500 to $2,000. Each award will be divided between the fall and spring semesters. Scholarships may be used for tuition, fees, necessary classroom supplies, books, educational expenses, and, room and board.

Scholarship Eligibility Criteria

Applicant should meet the following criteria to be eligible for a scholarship:

- Minimum 2.5 GPA, on a scale of 4.0, unless otherwise specified for a specific scholarship.
- Must be enrolled as a student in Grayson College
- Must be enrolled in a minimum of six (6) credit hours at Grayson College.

Applying for a Grayson College Foundation Scholarship

Step One: Apply to Grayson College.

http://www.grayson.edu/gettingstarted/How%20to%20Apply/enrollment-steps.html

(Current high school students will need to apply to Grayson College prior to completing the scholarship application.)

Step Two: Complete the current scholarship application and upload required documents:

- 2019/2020 Scholarship Application

Complete and submit the electronic scholarship application, uploading required documents (essay, current transcript and letter of recommendation). ***Submit only one electronic application per academic year. Submitting duplicate applications is not recommended.***

Scholarship Application: https://goo.gl/s7R7GG

Or http://www.grayson.edu/gettingstarted/Financial%20Aid/scholarships.html

- **Essay**

Upload essay explaining your career and education goals and how you plan to reach them; a personal statement such as extenuating financial circumstances, barriers to a college education, etc., if applicable; and any honors, awards accomplishments, leadership positions, extracurricular activities and volunteer/community service activities.

- **Letter of Recommendation**

Upload at least one letter of reference/recommendation from a professional (professor/employer/etc.) who is a non-family member.

- **High School Transcript, College Transcript or GED Certificate**

Upload one copy of most recent transcript. An unofficial copy will suffice. ***If a current high school graduate, provide high school transcript.***

General Scholarship Information:

GPA Requirement

Maintain a minimum 2.5 or higher GPA, on a four-point scale, unless otherwise stated for a specific scholarship.

Awarding Cycle

Grayson College Foundation scholarships are awarded once each academic year. Deadline to submit a completed application is March 20th. Scholarship awards are only available for the fall and spring semester. Scholarships are only available in the semester for which they are awarded and will not roll over to subsequent semesters. Foundation scholarship awards are not transferable to an alternate college/university. Recipients must maintain a minimum GPA for their respective scholarship award in order to retain scholarship eligibility for the subsequent semester.

Scholarship Renewal

A scholarship renewal is not automatic. Recipients, who held a scholarship during the previous academic year are required to submit a new scholarship application for the current academic year. Renewal awards will be based on the scholarship criteria.

Maximum Award Eligibility

Grayson College Foundation scholarships are awarded to qualified recipients for a maximum of three (3) years. Depending on the value of the scholarship award or program recommendation, an applicant could receive more than one scholarship award.

Applicants must fill out a Grayson College Foundation Scholarship application in its entirety. ***Scholarship applications not completely filled out in their entirety will not be reviewed***.

To access the electronic Grayson College Foundation scholarship application visit www.grayson.edu.

- Select the Admissions and Aid tab and select Scholarships
- Scroll down and select the circular icon with “GO” Apply for Scholarships

Or

- Visit grayson.edu
- Select Foundation

http://www.grayson.edu/foundation/index.html

- Click Scholarship information
- Click Apply for Scholarship
- Scroll down to “GO” Apply for Scholarship

Transfer Scholarship

Students planning to transfer to a four year university and enroll as a full time student are eligible to apply for the Ray and Mary Morrison Transfer Student Scholarship. Email foundation@grayson.edu for additional information.

Transfer Scholarship Eligibility Criteria

Applicants must meet the following criteria to be eligible for the Ray and Mary Morrison Transfer Student Scholarship.

- Applicant must have resided in Grayson County, Texas for a minimum of three years prior to application.
- Must hold a GPA of 2.8 on a 4.0 scale.
- Must be enrolled as a full-time student at their transfer school.

Applying for a Transfer Scholarship

Applicants must fill out a Ray & Mary Morrison Transfer Student Scholarship application in its entirety.

Scholarships not completed in entirety will not be reviewed.

To access the transfer scholarship application, visit www.grayson.edu.

- Select the Admissions and Aid tab and select Scholarships
- Select the Ray and Mary Morrison Transfer Student Scholarship

Or

- Visit grayson.edu
- Select Foundation

http://www.grayson.edu/foundation/index.html

- Click Scholarship Information (left navigation bar)
- Click Apply for Scholarship
- Select the Ray and Mary Morrison Transfer Student Scholarship

Please note and an applicant will need to attach the following to the scholarship application:

- Copy of college transcript.
- Essay
- Letter(s) of recommendation.
- Proof of Full-time Enrollment
- Contact Person/Information at University
- Proof of residency within Grayson County, Texas for a minimum of three years.

Transfer Scholarship Application Deadline

The deadlines for are as follows:

- Priority Deadline: May 15, 2019
- General Deadline: July 31, 2019

Please note the Transfer Scholarship Application must be printed and mailed or returned to the Grayson College Foundation, the red brick house behind right field of the baseball field.

Mailing Address

Grayson College Foundation
Scholarship Coordinator
6101 Grayson Drive, HWY 691
Denison, TX 75020
(903) 463 - 8621

Last updated: 03/20/2019

Grayson College
6101 Grayson Drive (Hwy. 691) Denison, TX 75020
(903) 465-6030

Grayson College Course Catalog

Tuition and Fees

- Tuition and Mandatory Fees
- Lab Fees
- Financial and Veteran Aid

Mandatory fees include student affairs, technology and general use fees. Students will also be assessed parking, matriculation and student ID fees, and some classes have additional laboratory fees, which are listed on this page. The schedule of combined tuition and mandatory fees presented below are intended to assist students in estimating their educational costs. The following tuition and mandatory per credit hour fee rates have been implemented for 2018-2019.

Combined Mandatory Fees and Tuition Rates (per Credit Hour) Main Campus & South Campus

Semester Hours	In District	Out of District	Non Resident
1	87	125	171
2	174	250	342
3	261	375	513
4	348	500	684
5	435	625	855
6	522	750	1,026
7	609	875	1,197
8	696	1000	1,368
9	783	1,125	1,539
10	870	1,250	1,710
11	957	1,375	1,881
12	1,044	1,500	2,052
13	1,131	1,625	2,223
14	1,218	1,750	2,394
15	1,305	1,875	2,565
16	1,392	2,000	2,736
17	1,479	2,125	2,907
18	1,566	2,250	3,078
19	1,653	2,375	3,249
20	1,740	2,500	3,420
21	1,827	2,625	3,591

* $200 minimum tuition, plus fees

Required fees include the following:

Student Affairs Fee - $12.50 per semester hour

General Use Fee - $19.50 per semester hour

Technology Use Fee - $5.00 per semester hour

In addition to the above combined mandatory fees and tuition rates, the following tuition rate will be charged for RNSG courses:

In District	$40 per credit hour
Out of District	$60 per credit hour
Non Resident	$115 per credit hour

In addition to the above combined mandatory fees and tuition rates, the following tuition rate will be charged for AGMG, FDST, MRKG courses:

In District	$15 per credit hour
Out of District	$25 pr credit hour
Non Resident	$35 per credit hour

Tuition and Fees for Auditing Courses

Tuition and fees for auditing a course are the same as those paid by students registering for credit. The deadline for auditing a class is the census date for the course. Students must complete audit forms in the Office of Admissions and Records to audit a course. If paperwork is not submitted by census date, the student will receive a grade in the course, and the course and grade will appear on the student's transcript.

Payment of Tuition and Fees

All tuition and fees must be paid by payment deadlines. A student is not officially enrolled until payment is made in full.

Excessive Credit Hours

Texas Education Code Section 54.068 stipulates that the State of Texas will not provide funds to state institutions of higher education for excess semester credit hours earned by a resident undergraduate student. Since funding will not be provided by the State, and as permitted by State law, certain state institutions of higher education will charge tuition at the non-resident rate to students that exceed the semester credit hour limit of their program.

Effective with students initially enrolling in the fall 1999 semester and subsequent terms, hours, including dual credit hours, attempted by a resident undergraduate student at any public Texas institution of higher education that exceed more than 45 hours of the number of hours required for completion of the degree plan in which the student is enrolled.

Effective with students initially enrolling in the fall 2006 semester and subsequent terms, hours, including dual credit hours, attempted by a resident undergraduate student at any public Texas institution of higher education that exceed more than 30 hours of the number of hours required for completion of the degree program in which the student is enrolled.

For purposes of excess hours, resident undergraduate student includes a non-resident student who is permitted to pay resident tuition.

Students could be impacted by this law and should be aware of the impact of taking courses in excess of their degree program, and if they plan to transfer to other institutions of higher education in Texas.

Third Attempt "Rider 50" Tuition

Students of GC are charged a higher tuition rate for each course they repeat for three or more times at a rate of $50 per credit hour. The "third attempt" course tuition rate applies to the majority of credit courses counting each time a student has taken a course since fall 2002. "Third attempt" tuition does not apply to developmental education courses and repeatable courses.

A student enrolled in his/her last semester at GC taking a course required for graduation will not be charged the higher rate even though the course has been taken three or more times. The qualifying student should apply for graduation before the beginning of their last semester in the Office of Admissions and Records. The student must notify the Office of Admissions and Records of their final semester of attendance before graduation and which course(s) is the repeated, required course to avoid the higher "third attempt" course tuition rate.

Returned Check Policy

A $25.00 returned check fee is charged for each check returned by the bank. A stop-payment is considered the same as a returned check. All returned checks and returned check fees *must be paid by cash, cashier's check, MasterCard or Visa.* Students are notified of returned checks by certified mail. If the returned check is not redeemed by the deadline specified in the letter, the student is withdrawn from classes for that term and a hold is placed on

the student's record. Subsequent reinstatement for that term can be granted only through a successful appeal to the Admissions Committee and requires a $50.00 reinstatement fee.

Financial Obligations

Until all financial obligations to the College have been satisfied, a hold is placed on a student's records which bar the student from registering or having an official transcript issued.

Residency Requirements for Tuition Purposes

To be considered a Texas resident, students must clearly establish residence in Texas for the 12 months preceding their enrollment. Documentation of Texas residency may be required in addition to the application for admissions.

1. An in-county student is an individual who is a resident of Texas (as defined by the Texas Education Code, Section 54.075) and who resides in Grayson County on the census date of the term.
2. An out-of-county student is a resident of Texas (as defined by the Texas Education Code, Section 54.075) who resides outside of Grayson County on the census date of the term.
3. An out-of-state student is an individual who has not resided in Texas for 12 months preceding registration. Anyone who enrolls as a non-resident of Texas is presumed to remain in that classification as long as he/she continues as a student. Most students on temporary visas will also be classified as nonresidents for tuition purposes. Contact the Admissions and Records Office for visas eligible for in-state residency.

NOTE: Oklahoma residents are classified as non-residents but are eligible to receive a waiver of non-resident tuition and will be charged out-of-district rates, upon providing the same documentation as required of Texas residents.

The responsibility for registering under the proper residency classification is that of the student, and any question concerning the student's right to classification as a resident of Grayson County must be clarified prior to enrollment at Grayson College. Changes of address affecting residency should be reported promptly to the Admissions and Records Office. The Admissions and Records Office handles all residency appeals. The residency appeal and supporting documentation is the responsibility of the student.

Documents to Support Residency

Documentation of Texas residency may be required in order to pay in-state tuition. Generally, the following documents may be used in meeting residency requirements:

- Texas public, private, home school or high school transcript (if enrolled the last 12 months) showing three years of attendance and a graduation date.
- Letter of employment on company letterhead (verifying one year of employment).
- Proof of paying in-state tuition at a Texas public institution of higher education during the previous fall or spring long semesters.

Waiver for Property Ownership

Persons who own property in Grayson County and reside outside the taxing district may be eligible for an ad-valorem waiver. Contact the Admissions and Records Office for information.

Tuition Rebates for Certain Undergraduates

First-time students entering Texas public institutions of higher education may be eligible for a $1,000 tuition rebate after earning a baccalaureate degree from a public Texas university. To be eligible for the rebate, a student must be a Texas resident and have attempted no more than three hours in excess of the minimum number of semester credit hours required to complete the degree in the catalog under which they graduated. Community college students hoping to qualify for the rebate should check with academic advising at the university where they plan to transfer to be sure the courses they are taking will apply to the university degree program they are pursuing. For specific eligibility information, contact the Counseling Services office at GC.

Refund Policy

Withdrawal from the Institution or Reduction of Credit Hour Load

It is the responsibility of the student to complete the steps necessary to officially withdraw from college. Students may add and drop classes, as well as withdraw from the college by visiting their Success Coach in Academic Advising.

Students enrolled in semester credit hour courses who officially withdraw their semester credit hour load at Grayson College shall have tuition and required fees refunded according to the following schedule. Refunds for courses with unique scheduling will be processed according to state guidelines. Specific dates for all semesters are located in the

Semester Calendar in the Schedule of Classes. Minimester and eight-week semester refund schedules are also listed in the Schedule of Classes.

16 Week Term	
Prior to the first class day	100%
During the first fifteen class days	70%
During the sixteenth through twentieth class day	25%
Thereafter	None
10 Week Term	
Prior to the first class day	100%
During the first nine class days	70%
During the tenth through the twelfth class days	25%
Thereafter	None
8 Week Term	
Prior to first class day	100%
During the first five class days	70%
During the sixth class day	25%
Thereafter	None
3 Week Term	
Prior to first day of class	100%
During first three class days	70%
During fourth class day	25%
Thereafter	None

For purpose of the refund policy, a class day is defined as a day during which college classes are conducted. The count begins with the first day classes are held during the term and includes each consecutive class day thereafter. The count is not based on the number of times a particular class has met. The first class day and other important dates are listed in the Schedule of Classes each semester.

As per federal guidelines regulating the refund of Title IV (financial aid) programs, all refunds due to the Title IV Programs shall be refunded as follows:

a. Federal Direct Unsubsidized and Subsidized Loans

b. Federal Pell Grant 21

c. Federal Supplemental Educational Opportunity Grant (FSEOG)

d. Other Title IV Programs

e. Other state, private, or institutional student financial assistance programs.

Students receiving Title IV funds (Pell, other federal grants, and student loans), who subsequently withdraw from classes or do not begin attendance in all courses, will be required to return all or a portion of the federal financial aid received in a process called, calculation of Return to Title IV. Only the percentage of aid earned (determined by the percentage of time attended) will be eligible for retention on the student's behalf. Any aid that is not earned must be returned to its source. If there is a student account balance resulting from these adjustments, the student is responsible for payment. Further details can be obtained from the Office of Financial Aid.

A portion may be returned to the student only after the appropriate amounts have been allocated to the Title IV Programs. No refund to a Title IV Program shall exceed the award from that program.

Refunds/disbursements will be processed within the first twelve days after the first day of the current semester. Refunds/disbursements are applied to the student's statement balance first. Remaining funds that are eligible for reimbursement will be processed within three business days after receipt from the funding source. Students may set up direct deposit or credit/debit card by visiting their My Viking or www.MyCollegePaymentPlan.com/grayson. Checks will be mailed to student's billing address listed on student's account.

Housing

Students interested in living on campus might consider the Residence Hall at Grayson College. Viking Hall and Jones Hall have a main lounge area for entertaining guests, as well as a study lounges, television cable services, and wireless Internet access are available. The Halls are equipped with free laundry facilities. The residence halls have

a live-in supervisor and other staff. Students living in the residence halls must purchase a meal plan. All students wishing to reside on campus must have an approved background check on file prior to moving in.

Please note that campus housing is closed during the Christmas break and summer, unless otherwise published. Residents should plan ahead for alternative living arrangements for these periods.

The resident housing program at Grayson College strives to promote the services necessary for students to live comfortably in a group environment. Residence Hall living provides an atmosphere in which students may develop socially as well as intellectually.

Viking Hall Room Cost	
Double Occupancy Room	$750
Triple Occupancy Room	$550

Jones Hall Room Cost	
Single Occupancy Room	$1,700
Double Occupancy Room	$1,400
Quad Occupancy Room	$1,100

Room charges are per semester cost

Deposit: $100 - Refundable (one-time charge)

Application Fee: $100 - Non-refundable (one-time charge)

19 Meal Plan: $2,100 plus tax

An online Housing Application can be found on the Grayson website, under Campus Housing. For additional information you can contact the Director of Student Life and Housing.

Student Life and Housing Office

Grayson College

6101 Grayson Drive

Denison, TX 75020

(903) 463-8693

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Laboratory courses require the payment of specified fees to pay for supplies, expendables, maintenance of equipment used by students, and/or testing in the particular course. E-Textbook charges that are attached to a specific course or section will be considered a fee. The college reserves the right to amend the fee schedule to reflect changing costs of supplies. The following fees, as applicable, are payable at registration.

Accounting (ACCT 2301, 2302, ACNT 1303, 1304, 1313, 1329)	$24.00
Art	$24.00
Banking (all courses with a lab)	$24.00
Biology labs	$24.00
Business Computer Applications (BCIS)	$24.00
Chemistry	$24.00
Child Development (CDEC, EDUC, TECA)	$15.00
Collision Repair (ABDR)	$100.00
Computer Science (COSC)	$48.00
Computer Science & Computer Technology (ITSE, ARTC)	$24.00
Computer Maintenance & Networking (CPMT, CETT, EECT, ITNW, ITSC)	$24.00
Cosmetology	$24.00
Cosmetology (CMSE 1348, 1401, 1430, 1535)	$20.00
Criminal Justice (CRIJ 2314, CJSA 1308, 2323, 1393)	$24.00
Culinary Arts / Hospitality Management (CHEF, PSTR)	$100.00
Dental Assisting (DNTA 1245,1301,1305,1315)	$75.00
Dental (DNTA 1305)	$100.00

Dental (DNTA 1305,1349)	$40.00
Dental (DNTA 1245)	$20.00
Drafting /CADD	$48.00
Drama	$24.00
Electrical Technology	$75.00
Emergency Medical Services (EMSP 1338,1355,1356,1501,2143,2434,2444,2137,2206,2330,2237)	$75.00
Emergency Medical Services (EMSP 1501,1338,2137,2237)	$50.00
Emergency Medical Services (EMSP 1338,1501)	$100.00
Emergency Medical Services (EMSP 1501)	$52.00
Emergency Medical Services (EMSP 1338)	$110.00
Emergency Medical Services (EMSP 1338,1501)	$100.00
Emergency Medical Services (EMSP 1161,1460)	$20.00
Forensic Science (FORS 2440, 2450)	$24.00
Geology Labs	$10.00
HART	$50.00
Medical Laboratory Technology (MLAB 1127,1201,1231,1291,1315,1335,1311,2331,2401,2434)	$50.00
Medical Laboratory Technology (MLAB 2660)	$20.00
Medical Laboratory Technology (PLAB 1223)	$100.00
Music Class	$15.00
Music Private Lessons: Half Hour	$193.00
Music Private Lessons: One Hour	$386.00
Nursing (RNSG 1119,1144.1227)	$15.00
Nursing (RNSG 1360,1227)	$100.00
Nursing (RNSG 1413,2404)	$74.00
Nursing (RNSG 2435)	$71.00
Nursing (RNSG 1360,1413,1461,2462,2463)	$100.00
Nursing (RNSG 1360,2462)	$20.00
Office Technology (POFI, POFT, HITT, ITSC, ITSW)	$24.00
Phlebotomy (PLAB 1160)	$20.00
Physical Education	$24.00
Physics	$24.00
Police Academy (CJLE 1506)	$275.00
Radiologic Technology (RADR 1311,2305,2401,2431)	$75.00
Radiologic Technology (RADR 1160, 2463)	$150.00
Radiologic Technology (RADR 1160)	$100.00
Radiologic Technology (RADR 1160)	$110.00
Radiologic Technology (RADR 2431, RADR 2401)	$90.00
Radiologic Technology (RADR 1160,2463)	$20.00
Reading /Writing	$10.00
Spanish	$10.00
Viticulture/Enology	$50.00
Vocational Nursing (VNSG 1360,1361,1162)	$50.00
Vocational Nursing (VNSG 1360)	$210.00
Vocational Nursing (VNSG 1502,1509)	$75.00
Vocational Nursing (VNSG 1360)	$100.00
Vocational Nursing (VNSG 1361)	$193.00
Vocational Nursing (VNSG 1362)	$180.00
Vocational Nursing (VNSG 1304)	$20.00
Web Based Small Business	$24.00
Welding	$100.00

Most students will have the following fees assessed in addition to required tuition and fees:

Parking Permit (assessed fall, spring, summer)	$10.00
Matriculation (per semester, non-refundable)	$10.00
Student ID card (per semester, non-refundable)	$6.00
Late Registration fee	$75.00
International Student Application Fee/Evaluation Fee	$100.00
Returned Check Fee	$25.00
Reinstatement Fee	$50.00
Third Attempt "Rider 50" Tuition (per credit hour)	$50.00

Financial Aid

The Office of Financial Aid is available to help eligible students meet the cost of attending college. Financial aid opportunities include: scholarships, grants, loans, exemptions, vouchers, work opportunities, and other sources to qualified students enrolled in eligible programs. The level of federal and/ or state financial aid provided to students is based upon demonstrated financial need. Processing time is usually three to four weeks, students are encouraged to complete a FAFSA (fafsa.ed.gov) as early as possible.

The Department of Education releases the FAFSA application on October 1st of each year. The income information needed to complete the FAFSA is now considered to be the prior prior year. Example: the FAFSA for the 2019-2020 year will use 2017 income tax returns.eturns.

Advantages of filing your FAFSA as early as possible:

- Ample time to submit any documents requested by the Department of Education
- Many state funds are awarded based on the date the FAFSA was submitted priority
- You and your family will be able to do financial planning for the upcoming school year
- Many awards are allocated by funding amounts (first come first serve eligibility)

Satisfactory Academic Progress Policy for Financial Aid (SAP)

Regulations for federal and state financial aid programs require that students make satisfactory academic progress (SAP) to be eligible for financial aid funding. Satisfactory Academic Progress consists of three components and all three components must all be satisfactory in order to be eligible to receive federal and state financial aid. Satisfactory academic progress will be determined at the end of each semester. It is important to be aware of how this evaluation relates to Title IV/state aid and differs from academic requirements and earning a degree. Although standards may differ among colleges, all colleges are required to include certain components detailed below. Students who do not have an academic history at Grayson College (first-time college enrollment or incoming transfer student) are evaluated upon receipt of their FAFSA information and enrollment.

- Satisfactory Academic Progress = GPA + Pace (Completion Rate) + Max Time Frame

All three standards must be met for SAP to be maintained. SAP is evaluated using cumulative grades and credit hours, this includes semesters when no aid was received.

1. **Grade Point Average:** Students enrolled in college-level course work must maintain a cumulative GPA of at least a 2.0. Grades of A, B, C, D, and F contribute toward the cumulative GPA.
2. **Pace (Completion Rate):** Students must earn at least 67% of all courses attempted in their academic career.

Grades of A, B, C, D, P, and S are treated as successfully completed and earned. Grades F, W, and I are not. Both developmental and college level course work is included in pace. All repeat courses are included in attempted credits and any courses with passing grades are treated as earned. Courses taken on an audit basis and/ or continuing education classes, do not count when determining enrollment status for financial aid, nor considered as courses earned or unearned for purposes of determining pace

- Pace = Cumulative Earned Hours (Credits) ÷ Cumulative Attempted Hours (Credits)

1. **Max Time Frame:** Students pursuing a degree and/or certificate may not receive financial aid for more than 150% of the attempted credit hours of the published program length as stated in the Grayson College General Catalog. Withdrawals, drops, repeated courses, and transfer hours are counted toward the total hours attempted each semester.

Warning / Suspension / Failure to Maintain Satisfactory Academic Progress

Financial Aid Warning: Financial Aid Warning occurs the first semester following when the cumulative grade point average is less than 2.0 and/or cumulative pace is less than 67% for any semester The Director of Financial Aid also reserves the right, through professional judgment, to place a student on Financial Aid Warning. There is no need to appeal financial aid warning. Students will receive financial aid for one additional semester while on warning;

this includes student loans. If by the end of the semester warning the student is not meeting satisfactory academic progress, they will be placed on financial aid suspension. There is no warning period for exceeding the max time frame.

Financial Aid Suspension: If, after being on financial aid warning, a student has a cumulative grade point average less than 2.0 and/ or a cumulative completion rate less than 67% they will be placed on Financial Aid Suspension. If a student exceeds max time frame for their program they will be placed on financial aid suspension. Students on Financial Aid suspension may continue to enroll at Grayson College at their own expense. Students may regain their eligibility for financial aid by raising their GPA and/ or Pace.

Appeal Process: Students placed on financial aid suspension may have the right to appeal due to mitigating circumstance(s) that affected the student's progression toward the successful completion of their program of study. Information regarding the appeal process can be found online at www.grayson.edu/financialaid.

General Information

Students who receive Academic Fresh Start at GC:

Students who apply and receive approval for Academic Fresh Start for GC's Office of Admissions and Registrar does not exempt them from meeting all three components of satisfactory academic progress for financial aid at Grayson College. All courses will be considered in the calculations for satisfactory academic progress components for financial aid including fresh start. Cumulative GPA, cumulative attempted, and cumulative earned hours will not be recalculated for satisfactory academic progress.

Repeated Courses and Courses Dropped before the official census date: Credits that have been repeated will be considered toward the max time frame for the student's program and be counted in the calculation for Pace. Courses dropped before census date will not be considered in max-time or pace calculation.

Students who withdraw completely from their courses or receive any combination of all F's, W's, and/ or I's: Federal regulations require the institution to perform a Return to Title IV (R2T4) calculation for all students who are within this category. Students will be notified of the amount of unearned aid that must be returned to GC and/ or the Department of Education.

Establishing Your Aid in the Office of Financial Aid: Each Student seeking federal and/ or state financial aid must complete the Free Application for Federal Student Aid (FAFSA). Students and/ or parents are encouraged to obtain a FSA ID to sign the FAFSA electronically. Failure to sign the application electronically may delay the processing of your application. Grayson College's school code (003570) must be entered on the FAFSA in order for the Office of Financial Aid to receive the application. To complete a FAFSA electronically go to the website www.FAFSA.ed.gov. Computers with internet access are located in the Grayson College library or outside the Office of Financial Aid in the Administration Building.

Financial Aid status can be reviewed by accessing My Viking portal at www.grayson.edu.

For more information about requirements, qualifications, and application deadlines contact the Office of Financial Aid or visit our website at www.grayson.edu.

Federal Pell Grant: The Federal Pell Grant Program was designed to provide more students with the opportunity to attend college. Grants are based upon financial need and are awarded to eligible students enrolled in an approved degree or certificate programs. The length of this grant is limited to 6 full years or 12 full-time semesters.

Federal Supplemental Education Opportunity Grants (FSEOG): A limited number of students who demonstrate financial need and whose circumstances justify financial assistance in addition to the Pell Grant may be eligible for this grant. Students must be enrolled for at least six semester hours of college credit course work or the equivalent per semester.

TEOG Grant (Texas Educational Opportunity Grant): This grant is awarded based on eligibility, financial need, and availability of funds. The purpose of the TEOG Grant program is to provide grant aid to financially needy students enrolled in Texas public colleges.

Texas Public Education Grant (TPEG): This grant is awarded based on financial need and availability of funds. Students must be enrolled for at least three semester hours of college credit course work or the equivalent during each semester. No individual award may be more than the student's financial need.

Federal Direct Subsidized Loan: This loan is available to qualified students based upon financial need. Loan limits are published on the GC website and are available in the Office of Financial Aid. The interest rate, determined by the federal government, does not accrue and does not have to be paid while the borrower is enrolled in at least half-time and while the borrower is within the time frame of their program length. Repayment usually begins six months after the student graduates, drops below half-time, or leaves school.

Federal Direct Unsubsidized Loan: This loan is not based on financial need and may be available to students who may not be eligible for the subsidized loans; but may not exceed the limits, set by the federal government, listed on the GC website. The interest rate is determined by the federal government and begins accruing immediately on the date of disbursement.

Federal Direct PLUS Loan: This loan is available to qualified parents of dependent students, who may borrow up to the cost of attendance minus any other financial assistance. The interest rate is set by the federal government and is a variable rate, not to exceed 10%. Repayment of PLUS loans begins within 60 days of the final disbursement. Applicants of this loan must pass a credit check.

Recipients of Veterans Educational Benefits

If you are a veteran, spouse of a veteran or a dependent of a veteran and you are receiving VA Educational Benefits, please check with your financial aid advisor/ counselor before completing the loan process.

Student Employment

All students employed in the Work Study program are required to complete an application for employment and must submit to a background check. Work Study positions are available on and off campus with some community service positions and elementary school tutors in Grayson County. Applications may be picked up in the Office of Financial Aid or downloaded on the My Viking portal.

Federal Work Study Program: Grayson College provides work opportunities for students through the federally funded College Work Study Program. The primary purpose of this program is to provide part-time employment for students attending GC. It is designed for students who demonstrate financial need and who need additional earnings to continue to pursue their studies.

State Work Study Program: This program provides a limited number of work opportunities for eligible students who are Texas residents and enrolled in at least six semester hours of college credit course work.

State work study mentorship program: Provides work opportunities to eligible students who are Texas residents enrolled in at least six semester hours. Work up to twenty hours per week, flexible work schedule, mentor students to meet Texas state 60x30 initiative.

Return to Title IV (R2T4)

When a recipient of Title IV funds (grant and/ or loan) completely withdraws or fails from an institution during a payment period or period of enrollment in which the recipient began attendance, Grayson College will determine the amount of aid the student earned as of the students withdrawal date or last day of academic-related activity (34 CFR 668.22(a)).

- Each student is responsible for withdrawal from their courses if they do not plan to attend. Do not assume your courses will be dropped for nonpayment or nonattendance. A student may owe a balance if they enrolled and did not withdraw from classes prior to the first class day. It is suggested that students maintain documentation indicating their withdrawal date.

Students receiving Title IV funds, who subsequently completely withdraw from or fail all their courses, may be required to return a portion of the federal financial aid they received. Only the percentage of aid earned (determined by the percentage of time they attended) will be eligible for retention on the student's behalf. Any aid that is not earned must be returned to its source. If there is a student account balance resulting from an R2T4 adjustment, the student is responsible for payment. Further details can be obtained from the Office of Financial Aid. If a student owes a repayment to the Department of Education, they may call DOE Collections at 1-800-621-3115. If a balance is owed to Grayson College, contact the Business Office at 903-463-8718.

Rehabilitation Assistance

The Department of Rehabilitative Services (DARS) offers assistance with tuition and required fees to students, who have certain physical or emotional disabilities, provided the vocational objective selected by the student has been approved by the appropriate representative of the commission. DARS offers other rehabilitation services to assist students with disabilities to become employed. Application for assistance must be submitted to the local DARS office.

Scholarships

Visit the Grayson College website at www.grayson.edu for a full list of the scholarships available from GC.

Exemptions

Visit www.collegeforalltexans.com for a review of State Exemptions. A few of the exemptions that are processed and available at GC are listed below:

Valedictorian Exemption: Available to all Texas public high school valedictorians. This exempts the highest ranking graduate from the payment of tuition during both semesters of the first regular session immediately following their graduation. Students must be meeting SAP requirements to be eligible.

Tuition Exemptions: Exemptions for blind or deaf students, children of disabled firemen, peace officers, and other certificates of exemption must be presented at the time of enrollment.

Additional information required: satisfactory progress, pro-rata refunds, and applications for all financial aid and scholarships may be obtained by contacting the Office of Financial Aid or accessing the financial aid home page at www.grayson.edu and choosing the Financial Aid link. To review partial Financial Aid status, award amount, and cost, visit www.grayson.edu and access My Viking.

Grayson College's Office of Financial Aid accepts no responsibility for billings, refund checks or any correspondence from this office that is sent to an incorrect address or difficulties caused by the postal service or other delivery methods.

Office of Financial Aid
Grayson College

6101 Grayson Drive
Denison, TX 75020
(903) 463-8794

Texas Hazelwood Act Exemption:

The Hazlewood Act is a State of Texas benefit that is offered by the Texas Veterans Commission. It provides qualified Veterans, spouses, and dependent children with up to 150 hours of tuition exemption, including most fee charges, at public institutions of higher education in Texas. This does NOT include living expenses, books, course commodities/ consumables, late registration fees, and other supplies. Eligibility criteria and documentation requirements can be found at the Texas Veterans Commission Education website. http://www.va.txstate.edu/benefits/hazlewood.html

Veterans Administration Benefits

Grayson College provides a Veteran Services Office (VSO) to assist the enrollment of veterans, war orphans, war widows, and totally disabled veterans, their wives and children. The VSO assists active duty military, reservists, and state/National Guards. This office serves as a liaison between Grayson College and the Veterans Administration. The VSO is located in the Student Life Building on the Bridge. Advisement for all veterans programs is available in the Veteran Services Office. Contact a Veteran success coach or check the website for information concerning required documents.

Requirements to receive maximum education assistance vary depending upon program eligibility. Students should consult the Veteran Services Office or website prior to enrollment.

Tutorial service is available to veterans and other eligible persons.

The Veterans Administration requires veterans and other eligible persons to define and follow predetermined degree plans as reflected in the College Catalog.

In order to receive VA educational assistance payments for those courses taken at Grayson College which are part of another institution's degree plan, students must obtain a parent letter from the primary institution (university).

The official college transcript will provide a final record of the credits attempted by the veteran each semester. Official drop dates are published in the Schedule of Classes. The last date of attendance in a course which was dropped will be determined from the date submitted at the office of Admissions and Records. Final grades are submitted by the faculty and maintained on permanent file in the Office of Admissions and Records.

Veterans Administration rules require that the College interrupt training and report the names of veterans who are placed on scholastic suspension and those who are not making satisfactory progress.

A veteran who applies for admission to Grayson College must submit official transcripts from all previous colleges attended. If any such credit earned is applicable toward the degree plan of the student, it will be approved by the appropriate academic dean.

Minimum Standards of Progress for Students Receiving VA Educational Benefits

Semester Hour or Certificate Programs

Satisfactory Progress:

A student who is receiving VA educational benefits must maintain a cumulative grade point average (GPA) of 2.00 or higher to be considered as making satisfactory progress.

Probation:

A VA student who fails to achieve a cumulative GPA of 2.0 or higher after one semester shall be placed on Academic Probation. The student shall be reported to the Veterans Administration as being placed on Academic Probation. The student may be required to complete Learning Frameworks once the probation has been placed on the student record.

Suspension:

A VA student on probation who fails to achieve a current GPA of 2.0 or higher at the end of the first probationary period shall be reported to the Veterans Administration Regional Office as making unsatisfactory progress. A student has the right to appeal to the suspension. A student will not be certified for VA educational benefits without an approved appeal.

Appeal Procedure:

Students receiving VA benefits will be placed on academic suspension due to lack of satisfactory progress. Students may appeal the denial of VA certification due to an unusual or extraordinary situation that affected the student's progression toward the successful completion of his or her program of study. Examples of unusual circumstances include injury or illness of the student or immediate family member, death of an immediate relative of the student, or other extenuating circumstances. The appeal must be submitted in writing to the Office of Financial Aid and Veteran Services and should include: an explanation of the reason(s) why the minimum Satisfactory Academic Progress (SAP) standards were not achieved and supply a copy of all supporting documents. Students must provide a copy of their degree plan that has been signed by their success coach. If the appeal is reviewed and subsequently approved by the Appeal Committee, the student will be placed on Probationary Status and on an Academic Plan.

The Academic Plan will set out criteria for success for the upcoming semester. The Academic Plan must be signed by the student and the Veterans Service Office Success Coach. The student must show progress by successfully completing the attempted courses with at least a 2.50 GPA for the term. The student must meet attendance requirements during that term. The Director of Financial Aid and Veterans Services shall also have the authority to place conditions upon the certification for those cases covered under Veterans Educational Benefits provided through the institution. Students who have their appeal approved will be notified of the conditions that must be met in order to regain eligibility for VA certification through the institution. The student's progress will be re-evaluated at the end of each semester. If conditions of the appeal and Academic Plan are met, the student will remain on academic plan. If the cumulative GPA is more than 2.0 at the end of the semester, the student will be removed from probation status. If the conditions of the appeal and Academic Plan are not met, the student is placed on Academic Suspension.

Attendance Policy for Students Receiving VA Educational Benefits

Students using Veterans' benefits attending Grayson College will have attendance monitored until the time the student drops, graduates, or completes the program. Unsatisfactory attendance shall be reported to the Department of Veterans Affairs (DVA) even if the VA student has completed the required number of hours to complete and no refund is due to the student and/or refund sources. Therefore, the attendance policy (15% of the total program and/or being absent five {5} consecutive days) will apply throughout the student's stay in school. All violations of the attendance policy shall be reported to DVA on VA Form 22-1999b within 30 days at such time the student exceeds the allowed number of absences. The student may be administratively withdrawn from any course for noncompliance to the VA student attendance policy.

Last updated: 03/20/2019

Grayson College
6101 Grayson Drive (Hwy. 691) Denison, TX 75020
(903) 465-6030

Grayson College Course Catalog

General Academic Policies

- General Academic Policies

Admission Requirements

In order for students to charge tuition, books, or dorm to federal financial aid programs, all application materials and all required transcripts must be submitted to the Admissions and Records Office by the priority dates published in the Schedule of Classes. Failure to meet these deadlines will result in delays in receiving the aid.

Students may be admitted to Grayson College by one of the following methods:

1. **U.S. High School Graduate.** A graduate of an accredited U.S. high school who has never attended an accredited college or university must submit an official transcript from the U.S. high school showing the date of graduation. The high school must be accredited by the Texas Education Agency, the Southern Association of Colleges and Schools or the equivalent accrediting agency for other states and regions. (A graduate of a non-accredited or foreign high school must apply for admission by Individual Approval.)

2. **Individual Approval.** An individual eighteen years of age or older who does not have a U.S. high school diploma or G.E.D. or who is a graduate of a non-accredited or foreign high school may apply for admissions on individual approval. Students admitted under this policy are not eligible for Title IV. Anyone admitted without a GED or high school diploma will be strongly encouraged to complete the GED during the first year of his/her enrollment at Grayson College.

3. **Transfer from Another U.S. College:**

During their initial term at GC, transfer students who desire admission must provide official transcripts from all colleges attended on or before the census date. A hold will be placed if transcripts are not received by the census date. Students applying as a transfer must have transferable college credit from a U.S. regionally accredited college. Developmental courses and continuing education courses are not considered transferable.

Official test scores must be submitted prior to registration. Transfer students must follow Texas Success Initiative policies for demonstrating college readiness.

Students who have been suspended for any reason from another college will not be eligible for admission at Grayson College until they are eligible to return to their previous college or they obtain approval for admission from their Instructional Dean, Director of Counseling Services, or the Registrar. Grayson College accepts college level credits from regionally accredited institutions provided that the courses were completed successfully.

When transfer students apply for graduation, the Office of Admissions and Records, with assistance from Instructional Deans, determines whether or not transferred courses meet degree requirements.

4. **GED Admission:** An applicant who has passed the GED test may be admitted to Grayson College by providing the Admissions and Records Office with a copy of the test scores or GED certificate.

5. **High School Students:** To be eligible for Dual Credit or Early College High School enrollment, high school students must:

1. Be enrolled in one of our partnering public high schools
2. Complete admission criteria for the college; including dual credit permission form signed by high school counselor/principal
3. Meet the minimum test scores that directly apply to the course
4. Turn all the above into the Grayson College Director of Academic Dual Credit or the Director of CTE Dual Credit.

Home School and Concurrent Students must:

1. Complete admission criteria
2. Meet with a college success coach
3. Meet Texas Success Initiative standards

6. **Readmission.** Applicants seeking readmission to Grayson College, having not attended the previous 12 months must reapply through the Admissions and Records Office. Applicants who have attended any other colleges since their last enrollment at Grayson College must submit official transcripts from those colleges along with scores from a state-approved assessment.

7. Some specialized programs have additional admission requirements which are listed in the program descriptions under each division. The College reserves the right to require vaccinations, physical examinations, and admission examinations at the student's expense.

8. **Admission Requirements for Non-Citizen Students**

It is the goal of Grayson College to make educational opportunities available to all students who can benefit from its programs. With such a goal, however, is the commensurate responsibility to make every effort to assure that students can function within the institution with a reasonable chance for success. The purpose of the admissions requirements for international students, therefore, is to recognize the difficulties students educated in a non-English speaking culture might have, and to establish guidelines designed to afford international students a reasonable assurance that they can function within an English speaking institution of higher learning.

The following requirements apply to students who are not U.S. citizens:*

1. Legal Immigrant: Submit copy of I-551, then meet same admission requirements as U.S. citizen.
2. Refugee: Submit copy of Immigrant I-94 indicating Refugee Visa, then meet same admission requirements as U.S. citizen.
3. Non-Immigrant Alien: The following requirements apply to all applicants holding visa category A-L issued by the Immigration and Naturalization Service and to all non-citizen applicants who do not qualify for admission as Immigrant or Refugee.

A. Application for Admission.

B. Non-refundable $100 US Application/Evaluation Fee.

C. Provide Grayson College an affidavit of support showing sufficient funds to cover anticipated tuition/fees and room/board expenses ($16,500.00 US).

D. Proof of English Proficiency (one or more of the following):

- Test of English as a Foreign Language (TOEFL) with a minimum score of 500 on paper-based testing (or 61 Internet-based IBT)
- IELTS 5.0 (with a minimum band score of 4.5)
- Accuplacer Reading (90) Sentence Skills (87) Writing (6) (Reading 90 = ACT 19)
- Passing TSI scores in both reading (351) and writing (5) (administered at a community college in Texas within the last two years) or meet TSI requirements for ENGL 1301 and the Co-requisite by scoring TSI reading 339-350, writing 333+ and Essay 3
- Completion of an ACCET- or CEA-Accredited Intensive English Program outside the US
- Completion of the Grayson College Intensive English Language Program
- 2 years in an accredited U.S. high school, with passing English scores, and completion of high school in the student's home country

The following exceptions apply to the English proficiency requirement:

Anguilla, Antigua/Barbuda, Australia, Bahamas, Barbados, Belize, Bermuda, British Guyana, Canada (except Quebec), Cayman Islands, Dominica, Falkland Islands (Islas Malvinas), Grenada, Guam, Guyana, Ireland, Jamaica/other West Indies, Liberia, Montserrat, New Zealand, South Africa, St. Helena, St Kitts & Nevis, St. Lucia, St. Vincent, Trinidad; Tobago, Turks; Caico Isle, United Kingdom, Virgin Island.
Students who have earned a baccalaureate degree from a regionally accredited United States college or university are exempt.

Students who have earned a high school diploma from a United States high school and have passing scores on a state-approved assessment are exempt.

Students can petition for English Proficiency at the discretion of the Director of Admissions.

https://wvde.state.wv.us/abe/documents/CorrelationBetweenVariousPlacementInstruments.pdf

E. Transcripts: Entering Freshman: Certified English translation of high school transcript showing completion of secondary school.

- Transfer from Foreign College or University: Certified English translation of transcript and/or syllabus reflecting coursework and/or program completed at college or university outside of U.S. Grades received must reflect satisfactory performance.
- Transfer from U.S. College or University: Official transcript from each college or university attended reflecting student is in good standing.

F. A physician's report or health certificate (in English or with English translation) certifying that the person has no contagious diseases and is in good physical condition; if applicant is taking medication routinely, the medication and the reason for taking it will be listed.

G. All international students must submit proof of medical insurance.

H. Compliance with all requirements and procedures established for visa category by Immigration and Naturalization Service.

I. Application and documents must be submitted at least thirty (30) days prior to registration.

J. While GC will comply with all policies and procedures of the Student Exchange Visitor Information System (SEVIS) of the Immigration and Naturalization Service, the ultimate responsibility that all regulations are met lies with the student.

4. **Alien Concurrent Enrollment:** Alien students enrolled at an area college or university must submit all items except financial statement and deposit. Permission for Alien Concurrent Enrollment form must be completed by international student advisor of the other institution specifying course(s) to be taken.

*A $100 international application/evaluation fee will be required of all noncitizens without an I-551.

Admission Requirements for All Students

All materials required for admission to Grayson College should be on file in the Admissions Office prior to registration. A new or transfer applicant whose file is incomplete at the time of registration will be allowed to register but will be placed on a hold until all official transcripts have been received. A student who does not submit required transcripts before the census date of the first semester of enrollment will be placed on hold and all future registrations and financial aid will be blocked until the admission file is complete. Books and financial aid cannot be applied to a student's account until their admissions file is complete and all required documentation is received. A readmission applicant will not be allowed to re-enroll if the admission file was incomplete during the previous enrollment. No student is permitted to re-enroll or receive official transcripts until all admission requirements have been met.

Correspondence pertaining to admission should be addressed to Office of Admissions and Records, Grayson College, 6101 Grayson Drive, Denison, Texas 75020.

Please refer to assessment requirements for other factors that affect registration.

Admission Procedure

Applicants must complete the following steps to begin taking credit classes at GC.

1. Complete the GC application through the Grayson College Admissions Application or Apply Texas website and submit admission requirements as listed above.

2. Determine your TSI (Texas Success Initiative) status and schedule an assessment if required. All GC students, unless exempt or TSI waived, must take an approved test for TSI before enrolling. Results of these tests will not be a condition of admission but will be used for placement purposes. See the Texas Success Initiative Requirements section of the catalog for additional information.

3. Provide official high school and/or college transcripts.

4. Provide proof of meningitis vaccination or meet an eligible exception.

5. Meet with an success coach to discuss academic plan and register for courses.

6. Pay for classes by the deadline listed in your My Viking.

Note: Admission to GC does not guarantee enrollment into workforce or Health Science programs that maintain additional entrance requirements.

Admission Requirements for Health Science Students

1. Application — Application forms for individual programs must be completed and submitted with high school or college transcripts or copy of GED scores to specific program directors. Applicants must be eligible for admission to GC.

2. Testing — Acceptable scores on assessment of basic skills as required by the College and individual program requirements.

3. After Acceptance to individual programs students must submit:

a. Completion of required healthcare provider form and negative tuberculosis test

b. Current CPR certification (American Heart BLS Health Care Provider level).

c. Documentation of required immunizations.

d. Prior to clinical course rotations, students must pass a drug screen and criminal background check (at the student’s expense and completed as scheduled through a GC approved company). Criteria that prevent attendance at clinical sites and/or require withdrawal from the course are stipulated in the related program policies.

Assessment for All Students

Because Grayson College wants students to experience academic success, new students are asked to take reading, writing, and mathematics assessments to determine levels of college readiness and, if necessary, to place students in courses designed to prepare students for college. In accordance with the Texas Success Initiative, students are required to take a state-approved assessment prior to enrollment at GC or to demonstrate college readiness with performance on the ACT, SAT, or STAAR. Students who enroll in Level 1 Certificate programs are exempt from assessment. U.S. military veterans with DD2-14 records on file are also exempt from assessment. Students with deficient scores or who are not otherwise exempt must take the TSI Assessment, which is aligned to the Texas College and Career Readiness Standards. It offers placement scores and a diagnostic profile of students' college readiness and/or adult basic education levels. The TSI Assessment is offered during all normal Testing Center hours. No appointment is necessary, and the Testing Center hours can be found on the Testing Center's Webpage; a link to this page can be found on the Grayson College homepage. All students will be required to complete a Pre-Assessment Activity before starting their exam, which is primarily designed to help students perform better on the assessment. The test fee is $30 for the whole test or $10 for each part (reading, writing, and math). Students with a disability are not exempt from Texas Success Initiative assessment requirement but may receive testing accommodations with appropriate documentation. Assessment scores do not affect admission to the College but are used in the advisement process for course selection. Students demonstrating weak basic skills on a state-approved assessment will receive an individualized Academic Success Plan, which describes the options available for each student to demonstrate college readiness in reading, writing, and math. Test scores needed to demonstrate college readiness are:

TSI Assessment

Subject	Score
Mathematics	350
Reading	351
Writing	340

Also requires an essay score of at least 4, or a score less than 340 and an ABE Diagnostic level of at least 4 with an essay score of at least 5.

Currently, students are exempt from the assessment requirements if they meet one of the following criteria. Students must present proof of exemption at the time of registration.

a. Associate's or Bachelor's degree or higher from an accredited institution.

b. College credit hours within the past five years from a private or out-of-state public institution with grades of A, B, or C in approved courses in all three skill areas.

Eligible test scores indicated below:

ACT (within 5 yrs.)	COMPOSITE	MATH	ENGLISH
	23	19	19
SAT (within 5 yrs.)	**COMPOSITE**	**MATH**	**Evidence-Based Reading and Writing**
	1070	530	500

Assessment waivers are available to students who meet one of the following criteria.

a. Personal enrichment students enrolling in one to two courses on the personal enrichment list for a maximum of two semesters.

b. Visiting/transient students from out of state or private college dually enrolled at GC and an out-of-state or private institution, but not seeking a degree from GC. Students must demonstrate enrollment at other schools during the previous long semester each time they register at GC.

c. Students enrolled in one-year certificate programs (15-42 credits) unless otherwise specified for specific programs.

d. Students who are serving on active duty as a member of the armed forces, U.S. reserve component, or are a Veteran and have DD 214 member copy 2 or 4 are exempt from taking the TSI test. Please note that some academic courses require students to demonstrate college readiness before enrolling in them.

Academic Success Plan

Attendance

You are required to attend your developmental classes. If you do not attend your developmental classes, in accordance with the course's attendance policy, you may be dropped from that course by your instructor and will be considered out of compliance with your Academic Success Plan. Your Academic Success Plan may have allowed you to enroll in academic courses requiring a skill area that is being supported by your developmental course work. Students who are out of compliance with their Academic Success Plan will be required to enroll in appropriate self-paced developmental classes to regain compliance that semester and re-establish that academic support; failure to do so will result in being barred from future enrollment in academic course work until the TSI/College-Readiness requirements are met in appropriate skill areas (or, under special situations, permission is granted by the Dean of Academic Instruction). Students who fail to attend classes by the census date will automatically be dropped for a no-show.

Students who are not TSI exempt must demonstrate college readiness for reading, writing, and math in one of the following ways:

- Passing scores on the reading, writing, and math TSI assessment,
- Successful completion of an approved college preparatory class (HB5) in reading, writing and/or math,
- Success completion of MATH 0420 - Math Literacy for the Non-Algebra Pathway (i.e. MATH 1342 - Statistics or MATH 1332 - Quantitative Reasoning),
- Successful completion of a corequisite course in reading, writing, and/or math.

Upon meeting the standards for college readiness, you will not be required to register for developmental courses.

Mathways: College level math courses are designed to serve the curriculum needs of unique degrees, and MATH 0420 - Math Literacy will prepare the student for most of these options; however, many science, technology, engineering, and math (STEM) degrees will require the completion of MATH 1314 - College Algebra, and students pursuing those degrees will be advised to enroll in the corequisite MATH 1314 - College Algebra with MATH 0240 - Transition to College Algebra Lab to prepare for the level of math covered in College Algebra. Please review your degree plan and/or speak with your success coach for more guidance.

Integrated Reading and Writing: INRW 0310 is a course designed to help students master the language skills they will need in reading and writing intensive courses at the college level. Students who earn an A or B in this course will be recommended for placement in a corequisite reading and writing intensive course. Students who earn a C or below should remain in INRW 0315 for further assistance or retake the TSI to be considered for placement in either a college-ready or corequisite course.

Corequisites (Reading/Writing): Students who have been placed in a corequisite course will enroll in a two-hour developmental lab course (INRW0210) in addition to the college-ready course. Attendance is required in both the college-ready course and the lab for credit. Upon successful completion of the college-ready course, the student will be considered TSI complete in reading and writing and may continue without further developmental English courses.

Students wishing to retake the TSI may do so at any time; however, we recommend that students work closely with developmental instructors to determine whether they are prepared to pass the test.

Dual Credit (Adding HB5 Prep Course Section p. 7)

High school juniors who take but do not pass the TSI may be enrolled in a college preparatory class if their high school has agreed to the terms set forth by the memorandum of understanding between Grayson College and participating ISD's. Students who earn an A, B, or C in an English or math college preparatory class will be considered TSI complete in that subject area.

Instructional Services (College Support for Online Learners pp. 4-5)

Writing Center

The Writing Center provides consultation for academic and professional writing. Trained consultants act as an attentive and responsive audience to provide feedback at any stage of the writing process for any discipline. Online support is available through the Center's website.

Math Hub

The Math Hub provides a suitably quiet space for students to work on homework or lab work and have questions answered upon request. Our goal is to lead students to do the work. The Math Hub is also equipped with computers for students to use for their math classes, whether it be checking Canvas for an assignment, working online homework, completing an Excel project for Statistics, or watching a math video. Students seeking one-on-one tutoring should visit the Math Hub to sign up for a weekly, one-hour timeslot.

Advising

Grayson College strongly encourages all students, regardless of academic skill level, to seek individual success coaching prior to scheduling classes in My Viking. The advising office is open daily to students with questions about course transfer, degree planning, transcript evaluation, college catalogs and other facets of college life.

Professionally trained counselors and success coaches are available to all students and are prepared to assist with career planning, vocational interest tests, college information, advising and evaluation of degree audit, transcript

transfer evaluation, and personal counseling. Veterans' receiving educational benefits should see a Veterans' success coach located in the Veterans Services Office.

The following students are required to receive academic advising:

1. Students who are entering GC for the first time. New students should contact the Advising office for degree requirements and planning.

2. Students who have not met assessment requirements.

3. Students who are required to be enrolled in developmental courses.

4. Students who are on academic probation and/or students who are returning from academic suspension.

5. Students who desire to change an academic major, update degree audit, or transfer institution.

6. Students who are military veterans eligible for veteran's educational benefits will see a success coach located in the Veterans Services Office.

Success Coaches and Faculty advisors are assigned to all students based on major. Success Coaches and Faculty Advisors assist students with career options, academic requirements, transcript evaluation, and campus and community support services. Advising activities are designed to assist students in the successful completion of their needs and goals. Students who need additional career assistance should seek assistance from the Counseling and Advising Office located in the Administration Building. The Counseling and Advising Office offers information, assistance, and guidance to current students, alumni, and community agency referrals free of charge.

Academic Fresh Start

1. Students may, within their first semester of readmission, file for Academic Fresh Start in the Admissions and Records Office. All academic course credits or course grades earned exactly ten or more years prior to the starting date of the semester in which the applicant seeks to enroll will not be considered in the calculation of the grade point average.

2. A student will forfeit the use of all credits earned prior to enrollment under the Academic Fresh Start Policy. Courses taken prior to this time will not be used in the calculations of the student's grade point average.

3. The student's record will be inscribed with the notation "Academic Fresh Start Granted (date)."

4. Policies concerning Academic Fresh Start are applicable only to Grayson College. Other colleges may not recognize the reprieve.

5. Academic Fresh Start does not pertain to financial aid at Grayson College.

6. To request Academic Fresh Start a student must submit a completed application for admission, a written petition for Academic Fresh Start, and all transcripts or prior college or university work to the Admissions, Records Office prior to the beginning of the semester of application.

Testing Service

The Testing Center provides testing services to meet a wide range of needs. The Testing Center assesses students' basic skills for planning successful academic programs through the administration of the Texas Success Initiative (TSI) Assessment. As a support for Grayson College students and faculty, the Testing Center administers make-up exams and exams for internet and hybrid courses. Testing services are extended to the community by the administration of Pearson Vue academic and IT examinations (including GED exams), ACT exams, CLEP (College Level Equivalency Program) exams, Prometric's Automobile Service Excellence exams, FISDAP (EMT Entrance Exam) and by providing proctoring services for other colleges/universities/agencies. The Testing Center assists GC programs by administering admissions/certification exams such as the HESI Admissions Exam for Associate Degree Nursing, Vocational Nursing, and Radiology programs and TCOLE (Texas Commission on Law Enforcement) exams. Additional services include the administration of tests for students with testing accommodations approved by the Coordinator of Services for Students with Disabilities. Testing Center staff may be able to provide copies of past scores or information on obtaining score reports. Testing services are located in the Success Centers on the Main and South Campuses. The Testing Center is certified by the National College Testing Association and follows the NCTA standards and guidelines.

Dual Credit Enrollment

The Dual Credit program at Grayson College allows high school students to earn high school and college credits simultaneously. Through dual credit agreements, the College and the public school districts in Grayson and Fannin Counties have selected courses that meet both high school and College learning objectives. Depending upon the school district, these classes are offered at local high schools, the South Campus in Van Alstyne, and on the main Grayson College campus. Students interested in participating in this program must meet Texas Success Initiative assessment requirements appropriate for each course or demonstrate college readiness with ACT, SAT, TSI, STAAR, or EOC scores (see requirements below). To enroll in these classes, students must apply to the college,

complete a dual credit permission form, register, and pay tuition and fees for the courses. Students are also required to purchase course textbooks. Interested students should contact their high school counselors or principals, attend a GC Dual Credit Parents' Night, or contact the Grayson Academic Dual Credit Director or the CTE Dual Credit Director. Students must meet eligibility requirements set by their high schools to ensure that they receive high school credit for particular courses.

Score Requirements	
ACT	A composite score of 23, with a minimum of 19 on English for college readiness in reading and writing; with a minimum of 19 on mathematics for college readiness in mathematics.
SAT	A minimum score of 480 on Evidenced-Based Reading and Writing (EBRW), and a minimum score of 530 on mathematics.
STAAR	A Level 2 final recommended score on the English II exam; A Level 2 final recommended score on the Algebra II exam.

Concurrent Enrollment

Students still in high school wanting to take college courses for college credit must meet all the requirements of a new student at Grayson College.

Graduation Requirements

Students may apply for graduation using any certificate or degree plan in the catalog for the year they first enrolled at Grayson College or any subsequent catalog provided:

- It is dated no more than five years prior to the graduation date.
- The major has not changed.
- The student did not stop-out for more than 1 year.

Automatic Graduation

Graduation is an automated process at Grayson College. This helps streamline the process for students and ensures that transcripts reflect the earned degree or certificate. Each semester a review of degree audits is completed by the Advising and Registrar's office to determine those students who are eligible for graduation.

Application

Students eligible for graduation must meet with a Success Coach or faculty advisor to determine if all degree requirements have been met. Complete the application for graduation to ensure student information (address, full name, e-mail, major, etc.) is up to date.
It is the responsibility of the student to know the application deadline as published on the Grayson College website.

Ceremony Participation

All students who are approved for graduation are invited to attend the commencement ceremony. Ceremony details can be found at Grayson.edu.

Deferral

In order to postpone graduation, the student must complete a deferral form in the Registrar's office at the beginning of the semester of eligibility to graduate. Failure to complete this form will result in the degree being automatically awarded.

Summer Completers

Degree requirements completed in Summer 1 are eligible to participate in the spring ceremony. Degree requirements, completed in Summer 2 are eligible to participate in the fall ceremony.
Diplomas will be mailed approximately six to eight weeks after the end of the semester.

To graduate from Grayson College with an Associate degree, students must:

1. Meet with a Success Coach or Faculty Advisor to complete a Degree Audit. This will determine if the student has met all the requirements for graduation. The student will then apply for graduation and include the Success Coach or Faculty Advisor's name on the application.
2. Complete the 60 credit hours or more as required for the respective Associate degree.
3. Have an overall Grayson College grade-point average of 2.00.

4. Have earned at least 25% of the total required degree plan hours at Grayson College.
5. Successfully demonstrate college readiness in Reading, Writing and Math.
6. If a course substitution is needed, meet with a Faculty Advisor or Success Coach to complete the required paperwork.

Health Science Students, in addition to the above degree requirements, must complete a grade of "C" or better in each major course on their degree plan and complete the program capstone requirement.

To graduate with honors in an associate degree program, a Student must meet the following requirements:

Have an overall grade-point average of 3.7 or better based on Grayson College hours only.

To graduate Cum Laude, have a GPA of 3.70 – 3.84

To graduate Magna Cum Laude, have a GPA of 3.85 – 3.99

To graduate Summa Cum Laude, have a GPA of 4.00

Members of Grayson College honor societies wear honor stoles at commencement. Members of all other student organizations wear honor cords for each organization.

To graduate from Grayson College with a Certificate, students must:

1. Meet with a Success Coach or Faculty Advisor to complete a Degree Audit. This will determine if the student has met all the requirements for graduation. The student will then apply for graduation and include the Success Coach or Faculty Advisor's name on the application.
2. Complete all credit hours as required for the respective Certificate.
3. Have an overall Grayson College grade-point average of 2.00.
4. Have earned at least 25% of the total required degree plan hours at Grayson College.
5. Successfully demonstrate college readiness in any subject matter as required by the certificate.
6. If a course substitution is needed, meet with a Faculty Advisor or Success Coach to complete the required paperwork.

To graduate with honors for a Certificate of Completion, a Student must make a grade of "A" for all courses in the certificate program.

Last updated: 03/20/2019

Grayson College
6101 Grayson Drive (Hwy. 691) Denison, TX 75020
(903) 465-6030

Grayson College Course Catalog

Academic Regulations

- Academic Regulations

Credit for Courses

Credit is granted on the basis of semester hours at Grayson College. Generally, a semester hour of credit is given for satisfactory performance in one lecture period of 50 minutes per week for a 16-week semester or equivalent. Two hours of laboratory work are usually considered to be the equivalent of one hour of lecture.

Credit for Transfer Courses

Credit for courses in which a passing grade ("D" or better) has been earned may be transferred to the college from colleges and universities accredited through regional associations. Appropriate Grayson College personnel will complete course-by-course evaluations as needed for degree or program planning. See the Advising office for a degree audit once all official transcripts have been received.

Individual courses transferred will not be posted to the student's record. Official transcripts from all higher education institutions must be on file in the Registrar's Office. Generally, the college will not accept junior and senior level coursework as transfer credit unless there is an approved articulation agreement with the specific four-year college or university.

Credit for Foreign Courses

Students requesting credit for foreign coursework must first apply for admission to Grayson College (GC) and enroll in courses. To receive transfer credit from foreign institutions, students must bring an official copy of their college transcript and a course-by-course international credential evaluation from a foreign credential evaluation service recognized as a member of the National Association of Credential Evaluation Services (NACES), such as World Education Services (WES) or Foreign Credential Service of America (FCSA) to the GC Admissions Office. The request for evaluation and any costs associated are the responsibility of the student.

GC will determine the total number of semester transfer credits by the end of the first semester of enrollment at GC. To avoid additional costs and delays in posting information, students are encouraged to acquire these materials promptly. GC does not accept foreign coursework for courses in English and Speech.

For the purpose of the Texas Success Initiative (TSI), students who have completed the equivalent of a U.S. associates or bachelor's degree from an accredited college or university outside the United States are exempt from placement testing. In order to receive this exemption, students must bring an official copy of their college transcript and a course-by-course international credential evaluation from a foreign credential evaluation service recognized as a member of the National Association of Credential Evaluation Services (NACES), such as World Education Services (WES) or Foreign Credential Service of America (FCSA) to the GC Admissions Office. The request for evaluation and any costs associated are the responsibility of the student. Foreign students who have not completed a degree are required to meet TSI requirements before enrolling in courses that lead to an associate degree. Students enrolling in certificate programs must complete the required placement testing for the certificate they are seeking.

Resolution of Transfer Disputes

The following procedures shall be followed by public institutions of higher education in the resolution of credit transfer disputes involving lower-division courses:

(1) If an institution of higher education does not accept course credit earned by a student at another institution of higher education, the receiving institution shall give written notice to the student and to the sending institution that transfer of the course credit is denied.

(2) The two institutions and the student shall attempt to resolve the transfer of the course credit in accordance with Board rules and/or guidelines.

(3) If the transfer dispute is not resolved to the satisfaction of the student or the sending institution within 45 days after the date the student received written notice of denial, the institution whose credit is denied for transfer shall notify the Commissioner of the denial.

The Commissioner of Higher Education or the Commissioner's designee shall make the final determination about the dispute concerning the transfer of course credit and give written notice of the determination to the involved student and institutions.

Student Classification

Academic Level. Students are classified as freshmen, sophomore or special students according to the amount of work they have completed. A freshman is one who has completed less than thirty semester hours of college credit; a sophomore is one who has completed at least thirty but less than sixty semester hours of college credit. A student who has earned sixty or more semester hours is classified as a special student.

Student Load

Academic Load. Students who are enrolled for twelve or more semester hours are considered full-time students.

Long Sessions. The normal load during the regular semester is six (6) academic courses or from fourteen to eighteen semester hours. Credit hours are taken during a 1st Half-Session and 2nd Half-Session are added to classes taken during the long session to determine academic loads. Students who wish to enroll in nineteen or more credit hours must obtain the permission of either the Director of Counseling Services, appropriate Dean, or the Director of Admissions and Records.

Summer Session. The normal load during each term of the summer session is six semester hours. The maximum load for a six-week term is seven semester hours. Students may not earn in excess of fourteen semester hours during the two-term summer session, including summer evening sessions.

Mini Sessions. Students can enroll in two courses for the 5 week mini-session or one course for the 3 week mini-session or one course for the 5 week and course in the 3 week. Students may not enroll in two courses in the 5 week and one course in the three week.

Mid Term Session. The normal load for the eight-week term is two academic courses. However, the normal load during the regular long semester is six (6) academic courses or from fourteen to eighteen semester hours. Credit hours taken during a 1st Half-Session and 2nd Half-Session are added to classes taken during the long session to determine academic loads. Students who wish to enroll in nineteen or more credit hours must obtain the permission of either the Director of Counseling Services, Dean of Academic Instruction, or the Director of Admissions and Records.

Course Load (ECC Local). The normal course load for the fall or spring semester shall be 15 semester hours. Course loads in excess of 16 semester hours shall require approval by the Vice President of Instruction. The maximum course load shall be no more than 21 semester hours.

The normal course load for the summer session shall be six semester hours for each six-week term or 12 semester hours for a full summer semester. Course loads in excess of six semester hours per term or 12 semester hours per summer semester shall require approval by the vice president for student affairs. The maximum summer credit hours earned shall be eight semester hours for one term or 16 semester hours for a full summer semester.

Auditing a Course

When space is available, persons wishing to audit a course may do so by completing an application and meeting the admission criteria stated in the Admissions section of the Catalog. Full tuition will be charged for auditing a course. Auditors must complete the Request for Audit form in the Admissions office on or before the official census date published in the acadecmic calendar. After the official census date, a student's audit status may not be changed. Students auditing courses will receive grades of AU (Audit).

Class Attendance

Academic success is closely associated with regular class attendance and course participation. All successful students, whether on campus or online, are expected to be highly self-motivated. All students are required to participate in courses regularly and are obliged to participate in class activities and complete and submit assignments following their professors' instructions. Students taking courses during compressed semester time frames such as mini-mester, summer sessions, and mid-semester should plan to spend significantly more time per week on the course. Responsibility for work missed because of illness or school business is placed upon the student.

Instructors are required to include in their syllabi the attendance policy for the courses(s) they teach. The College considers absences equal to or greater than 15% of the course's requirements to be excessive.

Students enrolled in developmental courses face additional consequences for poor attendance. See the Attendance section of the Academic Success Plan.

In online courses, a student shall be considered present and/or having attended in he/she has completed one of the following:

- Student makes a post to a class discussion
- Student submits a written assignment or project vi file upload
- Student takes a quiz or exam
- Student submits work through a third party software such as Pearson or McGraw Hill, and the grade is transferred to the LMS Gradebook
- An email from the student showing that the student initiated contact with a faculty member to ask a question about the academic subject studied in the course

Student Absences on Religious Holy Days

Grayson College will allow students who are absent from class for the observance of a religious holiday to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence. The form for requesting absence for holy days may be obtained from the Vice President of Instruction.

"Religious holy day" denotes a holy day observed by a religion whose places of worship are exempt from property taxation under section 11:20, Tax Code.

A student who is excused under this section may not be penalized for the absence, but the instructor may appropriately respond if the student fails to satisfactorily complete the assignment or examination.

Dropping a Class

A class drop means that a student has dropped one or more classes but remains enrolled in other classes for the semester. During periods of early registration, students who enroll on-line using My Viking may also drop one or more classes via the same method. After the deadline for schedule changes passes, all drops must be handled by the student contacting each professor or program director either in person or via email for the course(s) they wish to drop. Professors will email drops@grayson.edu to request a drop. No drop requests will be accepted after the drop deadline for the semester. The Office of Admissions and Records does not accept drop deadline appeals. Students may not drop courses at Grayson College over the phone.

SB 1231 State of Texas Limit on Drops

(ONLY affects drops occurring after census date)

Under section 51.907 of the Texas Education Code, "an institution of higher education may not permit student to drop more than six courses, including any course a transfer student has dropped at another institution of higher education." This statute was enacted by the State of Texas in spring 2007 and applies to students who enroll in a public institution of higher education as first-time freshmen in fall 2007 or later. Any course that a student drops is counted toward the six-course limit if (1) the student drops a course after census date or (2) the student is not dropping the course in order to withdraw from the institution. Some exemptions for good cause could allow a student to drop a course without having it counted toward this limit, but it is the responsibility of the student to establish that good cause before the drop. Students with questions should contact the Advising Office or the Office of Admissions & Records for more information before dropping a course!

Exceptions for Good Cause. A student shall be permitted to exceed the limit on the number of dropped courses for any of the following reasons:

1. A severe illness or other debilitating condition that affects the student's ability to satisfactorily complete a course;
2. The care of a sick, injured, or needy person if providing that care affects the student's ability to satisfactorily complete a course;
3. The death of a member of the student's family;
4. The death of a person who has a sufficiently close relationship to the student;
5. The student's active military duty service;
6. The active military service of a member of the student's family or a person who has a sufficiently close relationship to the student; or
7. A change in the student's work schedule that is beyond the student's control and affects the student's ability to satisfactorily complete the course.

Withdrawing from College

A withdrawal indicates a student is no longer enrolled in any courses at the College for the term. During periods of registration, students who enroll on-line using My Viking may also withdraw from school via the same method. Students wishing to withdraw from all courses must first contact their professor or program director in person or via email. After contact is made, students should proceed to advising for further instructions. Students may not withdraw from Grayson College over the phone.

Students who withdraw prior to the semester drop deadline will receive a W. The Office of Admissions and Records does not accept withdrawal date deadline appeals.

Merely discontinuing class attendance does not constitute withdrawal from school. Students who do not officially withdraw may be given grades of "F" at the discretion of the instructor.

Change of Schedule

During periods of registration, students who have registered on-line using My Viking may change their schedules via the same method. Students cannot change their schedule or drop a class on-line through My Viking after the schedule change deadline. All students who wish to change their schedules must do so before the end of the schedule change period published in the student planner. After the deadline, classes are dropped in Advising until the drop deadline for the semester. Classes dropped on or before the official census date of the term will not appear on the student's transcript.

Credit Award Program

The credit award program is a means by which students may be awarded college credit for past experience or education that is equivalent to courses offered at Grayson College. The learning must be applicable to the student's educational goals. Credit may be awarded by the following methods:

1. CLEP
2. ADVANCED PLACEMENT EXAM
3. DEPARTMENTAL EXAM
4. INTERNATIONAL BACCALAUREATE
5. CLOCK HOUR CONVERSION
6. TECH PREP
7. MILITARY TRAINING/COLLEGE CREDIT FOR HEROES (CCFH)
8. DANTES
9. PROFESSIONAL CERTIFICATION

Students seeking credit award for tests other than those listed above should check with the Admissions and Records Office. A student may not receive credit award for courses in which he/she has enrolled at GC or any other regionally accredited institution. A maximum of 24 credit hours may be earned through credit award. Credit award is accomplished on a course by course basis. A grade of “P” will be given for the courses earned through credit award. No grade points are associated with the grade of “P.” Although credit award may count toward hours needed for graduation at GC, other institutions are not obligated to accept the credit awarded because each institution sets is own policy regarding tests and scores accepted for credit award. Accordingly, students transferring credit awarded at other institutions must meet GC credit award requirements for the credit to be posted at GC. International students may not apply credit award towards the 12-hour enrollment requirement according to the Department of Homeland Security.

Military Service Credit Award

Veteran students must provide GC with a copy of their Joint Service Transcript (JST). GC will evaluate each military training transcript for course equivalency on a course-by-course basis. An academically qualified faculty member will conduct all course equivalency evaluations. Upon the transcript evaluations, all eligible courses are added to the GC transcript. Transcribed courses may not exceed seventy-five percent (75%) of the total credit required in the declared degree program. Twenty five percent (25%) of the credit in the declared degree program must bed earned by taking courses at Grayson College.

A grade of “P” is given for the courses earned through military credit award. No grade points are associated with the grade of “P”. Military award credit may count towards hours needed for graduation at GC. Other institutions’ are not obligated to accept the credit awarded. Accordingly, students transferring credit awarded at other institutions must meet GC credit award requirements for the credit to be posted at GC.

In addition, Veteran students will have their JSTs evaluated by the Texas College Credit for Heroes (CCFH) program. Approved credits will result in an official transcript from Central Texas College.

Mirror Course Credit Award

GC offers "mirror courses" that allow enrollment into a regular academic credit class through the Continuing Education (CE) department. No formal college admission process is required. Students earn a grade of either “S” for satisfactorily passing course requirements or a “U” for unsatisfactory (failing the class), but receive no academic credit for these mirror courses. However, academic credit may be sought under the following conditions:

1. The course in which the student enrolled is equivalent to or the same course taught for credit.
2. The student has successfully completed at least 6 credit hours of academic coursework at the time of application for converting the mirror course to credit.
3. The request is made no more than 3 years from the start of the semester in which the mirror course was taken.
4. Credit may not be granted for courses that have an unmet TSI requirement.

The student’s transcript will reflect “P” in the pass/fail grade for satisfactorily completing the course. This course will not be calculated in the student's GPA.

No more than nine credit hours of mirror coursework may be converted to credit. In special situations, permission to complete more than nine hours of mirror coursework may be granted by the Vice President of Instruction or the appropritate Dean.

AP Credit Award - Grayson College (updated 2017)

AP Test	Minimum Score Requirement	Course(s) credited
Art History	3	ARTS 1303
	4 or 5	ARTS 1303 & 1304
Biology	3	BIOL 1406
	4 or 5	BIOL 1406 & 1407
Calculus AB	3	MATH 2413 Calculus I
Calculus BC	3	MATH 2413 & 2414 Calculus II
Chemistry	3	CHEM 1411
	4 or 5	CHEM 1411 & CHEM 1412
Computer Science A	3	COSC 1336
	4 or 5	COSC 1336 & COSC 1337
Economics (Macro)	3	ECON 2301
Economics (Micro)	3	ECON 2302
English Literature and Comp	3	ENGL 1301
	4 or 5	ENGL 1301 & ENGL 1302
English Language and Comp	3	ENGL 1301
	4 or 5	ENGL 1301 & ENGL 1302

Physics B	3	PHYS 1401
	4 or 5	PHYS 1401 & PHYS 1402
Physics C	3	PHYS 2425
	4 or 5	PHYS 2425 & PHYS 2426
Psychology	3 or higher	PSYC 2301
Spanish Language and Culture	3	SPAN 1411 (Spanish I)
	4	SPAN 1411 & 1412 (Spanish I, II)
	5	SPAN 1411, 1412, & 2311 (Spanish I, II, III)
Spanish Literature and Culture	3	SPAN 2311 (Spanish III)
	4	SPAN 2311 & 2312 (Spanish III and IV)
	5	SPAN 2311, 2312, & 2321 (Spanish III, IV, and Lit.I)
Statistics	3 or higher	MATH 1342
Studio Art (Drawing Port.)	3 or higher	ARTS 1316
U.S. Government & Politics	3	GOVT 2305 Federal Government
US History	3	HIST 1301
	4 or 5	HIST 1301 & HIST 1302

CLEP Testing Policy

GC is an open CLEP testing facility. Students who believe they possess the knowledge and skills essential in certain courses or programs offered by GC may challenge these by examination through CLEP. GC students and others in the community interested in taking a CLEP test should contact the GC Testing Center for information.

RN to BSN Credit Award * (pending approval by the Southern Association of Colleges and Schools Commission on Colleges)

Students seeking to transfer credit awarded by other institutions toward entry into the RN to BSN program must meet Grayson College's credit award requirements. Credit Award is accomplished on a course-by-course basis. At least 25 percent of the credit hours required for an undergraduate degree must be earned through instruction offered by Grayson College. A maximum of 33 credit hours may be earned through credit award. A grade of "P" will be given for the courses earned through credit award. No grade points are associated with the grade of "P".

Students seeking credit award should bring a copy of the RN license and official transcript(s), or other test scores to the Health Science Advisor or Admissions and Records Office, and complete and sign the Credit Award Application. No fee will be charged for any credit award transactions.

International Baccalaureate Diploma

The International Baccalaureate Diploma is an international program of courses and exams offered at the high school level. Texas institutions of higher education must award 24 hours of course specific college credit in subject-appropriate areas on all IB exams with scores of 4 or above as long as the incoming freshmen have earned an IB diploma. However, course credit does not have to be awarded on any IB exams where the score received is a 3 or less. This may mean that such students will not receive 24 hours of college credit, even if they have an IB diploma. Students bringing in an IB transcript for credit evaluation should consider the total number of qualifying credits to be awarded. Additional hours above the required amount to graduate may have an adverse impact on students' financial aid or other grant programs. In addition, no Texas public university or college shall be required to accept in transfer or toward a degree program more than sixty-six (66) semester credit hours of lower division academic credit.

GC Credit for International Baccalaureate Diploma

IB Examination	Score	GC Course	Credit Hours
Biology (SL)	4, 5, 6, or 7	BIOL 1406	4
Biology (HL)	4, 5, 6, or 7	BIOL 1406 & 1407	8
Business & Management	4, 5, 6, or 7	BUSI 1301	3
Chemistry (SL)	4, 5, 6, or 7	CHEM 1411	4
Chemistry (HL)	4, 5, 6, or 7	CHEM 1411 & 1412	8
Computer Science	4, 5, 6, or 7	COSC 1301	3
Economics (SL)	4, 5, 6, or 7	ECON 2301 & 2302	6

Economics (HL)	4, 5, 6, or 7	ECON 2301 & 2302	6
English (SL) Language A1 or A2	4, 5, 6, or 7	ENGL 1301 or 1302	6
English (HL) Language A1 or A2	4, 5, 6, or 7	ENGL 1301 or 1302	6
Geography	4, 5, 6, or 7	GEOG 2312	3
Greek Classical	4, 5, 6, or 7	LANG 1411	8
History of the Americas (HL)	4, 5, 6, or 7	HIST 1301 or 1302	6
Latin (SL)	4, 5, 6, or 7	LANG 1411 & 1412	8
Latin (HL)	4, 5, 6, or 7	LANG 1411, 1412, 2311, & 2312	14
MATHEMATICS (HL)			
Mathematics (HL)	4, 5, 6, or 7	MATH 1314 & 1316	6
Mathematics with Further Math	4, 5, 6, or 7	MATH 1314, 1316, & 2342	9
Mathematical Methods	4, 5, 6, or 7	MATH 2513	5
Mathematical Studies	4, 5, 6, or 7	MATH 1425	4
MODERN LANGUAGES			
Language A1 or A2 (SL)			
French	4, 5, 6, or 7	LANG 1411 & 1412	8
German	4, 5, 6, or 7	LANG 1411 & 1412	8
Portuguese	4, 5, 6, or 7	LANG 1411 & 1412	8
Russian	4, 5, 6, or 7	LANG 1411 & 1412	8
Spanish	4, 5, 6, or 7	LANG 1411 & 1412	8
Language A1 or A2 (HL)			
French	4, 5, 6, or 7	LANG 1411, 1412, 2311, & 2312	14
German	4, 5, 6, or 7	LANG 1411, 1412, 2311, & 2312	14
Portuguese	4, 5, 6, or 7	LANG 1411, 1412, 2311, & 2312	14
Russian	4, 5, 6, or 7	LANG 1411, 1412, 2311, & 2312	14
Spanish	4, 5, 6, or 7	SPAN 1411, 1412, 2311, & 2312	14
Language B (SL)			
French	4, 5, 6, or 7	LANG 1411 & 1412	8
German	4, 5, 6, or 7	LANG 1411 & 1412	8
Portuguese	4, 5, 6, or 7	LANG 1411 & 1412	8
Russian	4, 5, 6, or 7	LANG 1411 & 1412	8
Spanish	4, 5, 6, or 7	SPAN 1411 & 1412	8
Language B (HL)			
French	4, 5, 6, or 7	LANG 1411, 1412, 2311, & 2312	14
German	4, 5, 6, or 7	LANG 1411, 1412, 2311, & 2312	14
Portuguese	4, 5, 6, or 7	LANG 1411, 1412, 2311, & 2312	14
Russian	4, 5, 6, or 7	LANG 1411, 1412, 2311, & 2312	14
Spanish	4, 5, 6, or 7	LANG 1411, 1412, 2311, & 2312	14
Language AB Initio			
French	4, 5, 6, or 7	LANG 1411	4
German	4, 5, 6, or 7	LANG 1411	4
Portuguese	4, 5, 6, or 7	LANG 1411	4

Russian	4, 5, 6, or 7	LANG 1411	4
Spanish	4, 5, 6, or 7	SPAN 1411	4
Music	4, 5, 6, or 7	MUSI 1306 & 1311	6
Philosophy	4, 5, 6, or 7	PHIL 1301	3
Physics (SL)	4, 5, 6, or 7	PHYS 1401	4
Physics (HL)	4, 5, 6, or 7	PHYS 1401 & 1402	8
Psychology	4, 5, 6, or 7	PSYC 2301	3
Social & Cultural Anthropology	4, 5, 6, or 7	ANTH 2351	3
Theatre	4, 5, 6, or 7	DRAM 1310	3
Visual Arts	4, 5, 6, or 7	ARTS 1301	3

Grading and Academic Standing

Grade Reports and Transcripts

Final grades are available to students through My Viking. A transcript of college work is an official copy of the student's permanent record listing all course work at the College and bearing the signature of the Registrar. Students may obtain copies of their official transcript by following the steps listed online. Official transcripts will not be released to students with academic or financial holds until such holds are cleared.

Academic Achievement Grading and Credit (EGA Local)

The College District shall have appropriate standards for evaluating student performance and for determining grades and graduation requirements.

The College District uses the following grading system:

A — The student demonstrates mastery of course content and meets course objectives. The grade of "A" is an exceptional grade attained by students demonstrating exceptional performance of college-level work.

B — The student demonstrates mastery of course content and meets selected objectives. The grade of "B" is an above-average grade attained by students demonstrating above-average performance of college-level work.

C — The student demonstrates acceptable competency in coursework and meets selected course objectives. The grade of "C" is an average grade attained by students demonstrating average performance of college-level work. Students with concurrent enrollment for high school and college credit must maintain a minimal grade of "C" in the course.

D — The student demonstrates minimal performance in coursework and does not meet course objectives. The grade of "D" is considered unsatisfactory in a student's major field of study, and this grade generally does not transfer.

F — Failure. No credit is given for the grade of "F."

I — Incomplete. The grade of "I" indicates that the student has a valid excuse for failure to complete the work required during the semester.

Incomplete work should be completed within the regular term.

Failure to remove an "I" during the succeeding regular term may result in an "F" being placed on the permanent record.

W — Withdrew. Dropped before automatic withdrawal date.

P — Passing.

S — Satisfactory. Used for nondegree courses.

U — Unsatisfactory. Used for nondegree courses.

NC — Noncredit. Used for audited courses.

Value of Grade Points

In determining grade point averages (GPAs), all hours where grade points are given shall be considered in computing GPAs.

Grade points are granted on college courses on the basis of the value in semester hours of the course and the grade made in the course as follows:

A = 4 grade points per semester hour

B = 3 grade points per semester hour

C = 2 grade points per semester hour

D = 1 grade point per semester hour

E = 0 grade points per semester hour

Grade Point Determination

The GPA is computed by dividing the total number of grade points earned by the total number of semester hours attempted. Grades of I, W, P, S, U, NC, and F in pass/fail courses are excluded from GPA calculation.

Grades earned in developmental courses are also excluded from GPA calculation.

Instructional Services

The College District accepts appropriate coursework from accredited institutions outside the United States, provided that the student successfully completed the courses.

Scholastic Standards

Good Standing: A student will be considered in good academic standing with a cumulative grade-point average (GPA) of 2.00 or higher.

Academic Warning: A student will be placed on academic warning when the cumulative GPA falls below 2.00 for one long semester.

Academic Probation: When a student's cumulative GPA remains below a 2.0 for more than one long semester, the student will be placed on academic probation. Students on probation will be required to meet with their Success Coach to establish an individualized success plan. Students on academic probation are not eligible to hold office in student clubs/organizations.

PLEASE NOTE: Financial Aid Satisfactory Academic Progress is a separate policy and may affect financial aid eligibility (please see the Financial Aid Satisfactory Academic Progress policy for further details).

President's and Dean's Lists

The GC President's and Dean's lists are awarded at the end of the fall and spring semester to students who have demonstrated outstanding achievement in their coursework. Students must be enrolled in at least 12 hours at GC during the fall or spring semester. Developmental courses, incomplete courses, credit awards and courses with "W" or "P" grades are not counted in the full-time determination for the honor.

The President's list will be awarded to students earning a 4.0 GPA. The Dean's list will be awarded to students earning a 3.75 to 3.99 GPA.

Registration

Registration dates and times are available online via the GC website. All tuition and fees must be paid by payment deadlines. Payment may be made by cash, check, payment plan, MasterCard, Visa, or Discover cards. Students who have financial or academic holds on their records will not be allowed to register until the hold is cleared by the appropriate office.

Admission and Records Office

The Office of Admission and Records assists prospective, current and former students. Students can contact this office for assistance with admission applications and requirements, registration, graduation, enrollment verifications, audit forms, add/drop courses, withdrawal forms, credit awards, residency appeals and transcripts.

Verification of Enrollment

Students may contact the Assistant Registrar in order to request verification of enrollment.

Verification of Student Degrees

Grayson College has partnered with the National Student Clearinghouse to provide degree verifications. Students, employment agencies, credit issuers and other student service providers can contact the National Student Clearinghouse directly to receive degree verification at 703.742.7791 or www.studentclearinghouse.org.

Self-Service Transcript Requests

Students may print out unofficial transcripts (listed as Letter Transcript) from the My Viking student portal.

In addition, all former and current students can visit www.studentclearinghouse.org to request an official transcript. A fee of $5.00 will be charged and can be paid with a major credit card. Requests are typically handled within three business days. Some record holds can prevent obtainment of official transcript.

Curriculum Design Degrees and Certificates (EFB Legal)

Academic Associate Degree. An "academic associate degree" is an associate degree that will satisfy the lower-division requirements for a baccalaureate degree in a specific discipline.

19 TAC 9.1(1)

Academic Courses. "Academic courses" are semester credit courses included or allowed under the provisions of the Lower-Division Academic Course Guide Manual designed for college transfer to institutions of higher education in completion of associate and baccalaureate degree programs.

19 TAC 9.1(2)

Applied Associate Degree. An “applied associate degree” is an associate degree intended to lead directly to employment following graduation and may satisfy the lower-division requirements for a baccalaureate degree in a specific discipline.

19 TAC 9.1(3)

Associate Degree Program. An “associate degree program” is a grouping of courses designed to lead the individual directly to employment in a specific career or to transfer to an upper-level baccalaureate program. This specifically refers to the associate of arts (AA), associate of science (AS), associate of applied arts (AAA), associate of applied science (AAS), and associate of occupational studies (AOS) degrees. The term "applied" in an associate degree name indicates a program designed to qualify students for immediate employment.

19 TAC 9.1(4)

Career Technical/Workforce Program. “Career technical/workforce program” is an applied associate degree program or a certificate program for which semester credit hours, quarter credit hours, or continuing education units are awarded and which is intended to prepare students for immediate employment or a job upgrade in a specific occupation.

19 TAC 9.1(5)

Certificate Program. “Certificate program” means workforce programs designed for entry-level employment or for upgrading skills and knowledge within an occupation. Certificate programs serve as building blocks and exit points for AAS degree programs.

19 TAC 9.1(7)

Continuing Education Unit or CEU. A “continuing education unit or CEU” is defined as ten contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction, and qualified instruction, as outlined in the Guidelines for Instructional Programs in Workforce Education.

19 TAC 9.1(11)

Technical Courses or Programs. “Technical courses or programs” mean workforce education courses or programs for which semester/quarter credit hours are awarded.

19 TAC 9.1(28)

Workforce Continuing Education Course. “Workforce continuing education course” means a course offered for CEUs with an occupationally specific objective and supported by state funding. A career technical/workforce continuing education course differs from a community service course offered for recreational or vocational purposes and is not supported by state funding.

19 TAC 9.1(31)

Workforce Education. “Workforce education” means career technical/workforce courses and programs for which semester/quarter credit hours and/or CEUs are awarded and vocational courses and programs for which CEUs are awarded. Workforce career technical/workforce education courses and programs prepare students for immediate employment or a job upgrade within specific occupational categories.

19 TAC 9.1(32)

Academic Degree Programs. An academic associate degree may be called an associate of arts (AA), an associate of science (AS), or an associate of arts in teaching (AAT) degree.

19 TAC 9.183(a)

The AA is the default title for an academic associate degree program if the college district offers only one type of academic degree program.

19 TAC 9.183(a)(1)

If a college district offers both AA and AS degrees, the degree programs may be differentiated in one of two ways, including:

1. The AA program may have additional requirements in the liberal arts and/or the AS program may have additional requirements in disciplines such as science, mathematics, or computer science; or
2. The AA program may serve as a foundation for the bachelor of arts (BA) degree and the AS program for the bachelor of science (BS) degree.

Each academic associate degree must provide a clearly-articulated curriculum that can be associated with a discipline or field of study leading to a baccalaureate degree, and must be identified as such in the institution's program inventory.

19 TAC 9.183(a)(2)

The AAT is a specialized academic associate degree program designed to transfer in its entirety to a baccalaureate program that leads to initial Texas teacher certification. This title should only be used for an associate degree program that consists of a Coordinating Board-approved AAT curriculum. 19 TAC 9.183(a)(3)

Semester Credit Hours. Academic associate degree programs must consist of 60 semester credit hours (SCH). If the number of SCH required to complete a proposed academic associate's degree exceeds 60, the institution must provide detailed written documentation describing the compelling academic reason for the number of required hours, such as programmatic accreditation requirements, statutory requirements, or licensure/certification requirements that cannot be met without exceeding the 60-hour limit. The Coordinating Board will review the documentation provided and make a determination to approve or deny a request to exceed the 60-hour limit. Institutions of higher education must be in compliance with this subsection on or before the 2015 fall semester.

19 TAC 9.183(b)–(c)

Curriculum. Except as provided below, academic associate degree programs must incorporate the institution's approved core curriculum as prescribed by 19 Administrative Code 4.28, relating to Core Curriculum, and 19 Administrative Code 4.29, relating to Core Curricula Larger than 42 SCH.

1. A college may offer a specialized academic associate degree that incorporates a Coordinating Board-approved field of study curriculum as prescribed by 19 Administrative Code 4.32, relating to Field of Study Curricula, and a portion of the college's approved core curriculum if the coursework for both would total more than 60 SCH; or
2. A college may offer a specialized academic associate degree that incorporates a voluntary statewide transfer compact and a portion of the college's approved core curriculum if the coursework for both would total more than 60 SCH.
3. A college that has a signed articulation agreement with a General Academic Teaching Institution to transfer a specified curriculum may offer a specialized AA or AS, but not AAT, degree program that incorporates that curriculum.

19 TAC 9.183(d)

New Academic Associate Degree Programs. New academic associate degree programs shall be approved if all of the conditions set out below are met.

The institution shall certify that the following criteria have been met:

1. The program has institution and governing board approval.
2. There is recent evidence of both short-term and long-term student demand for the program.
3. Enrollment projections reflect student demand estimates to ensure the financial self-sufficiency of the program.
4. The institution has an enrollment management plan for the program.
5. If the program does not follow a Coordinating Board-approved field of study curriculum or a Coordinating Board-approved statewide articulation transfer curriculum, the institution has or will initiate a process to establish transfer of credit articulation agreements for the program with senior-level institutions.
6. The program is designed to be consistent with the standards of the Southern Association of Colleges Commission on Colleges (SACSCOC), other applicable accrediting agencies, and is in compliance with applicable licensing authority requirements.
7. Adequate funding is available to cover all new costs to the institution over the first five years after the implementation of the program.
8. The program complies with all applicable provisions contained in divisions of 19 Administrative Code Chapter 9, Subchapter J and adheres to the Standards for Academic Associate Degree Programs approved by the Coordinating Board.

The institution proposing the program shall notify all public institutions within 50 miles of the teaching site of their intention to offer the program at least 30 days prior to submitting their request to the Coordinating Board. If no objections are received, the Coordinating Board staff shall update the institution's program inventory accordingly. If objections occur, the proposed program shall not be implemented until all objections are resolved. If the proposing institution cannot resolve the objection(s), the proposing institution may request the assistance of the assistant commissioner of workforce, academic affairs and research to mediate the objections and determine whether the proposing institution may implement the proposed program.

The Coordinating Board delegates to the commissioner final approval authority for all certificate programs, applied associate degree programs, and academic associate degrees that meet Board policies for approval as outlined in the Guidelines for Instructional Programs in Workforce Education and 19 Administrative Code Chapter 9, Subchapter J. The commissioner may delegate this final authority.

19 TAC 9.184(a)

Audits. The Coordinating Board reserves the right to audit a certificate or degree program at any time to ensure compliance with any of the requirements of 19 Administrative Code Chapter 9, Subchapter J. 19 TAC 9.184(b)

Multidisciplinary Studies Associate Degree Program. The governing board of each public junior college district shall establish a multidisciplinary studies associate degree program which meets the requirements of 19 Administrative Code Chapter 9, Subchapter L at each junior college in the district. A multidisciplinary studies associate degree program is a coordinating board-approved associate of arts or associate of science degree composed of the college's core curriculum and enough additional courses to equal 60 semester credit hours (SCH). The SCH beyond the core curriculum must be selected by the student, in consultation with an academic adviser, and transfer to a specific field of study or major at a university of the student's choice.

A multidisciplinary studies associate degree program established at a junior college under 19 Administrative Code 9.553 must require a student to successfully complete:

1. The junior college's core curriculum adopted under Texas Education Code 61.822(b); and
2. After completion of the core curriculum described above, the courses selected by the student in the student's completed degree plan accounts for all remaining credit hours required for the completion of the degree program; and
3. Emphasizes the student's transition to a particular four-year college or university that the student chooses; and prepare for the student's intended field of study or major at the four-year college or university.

Education Code 130.0104(a)–(b); 19 TAC 9.552(5), .553.–554

Notwithstanding Texas Education Code 51.9685, before the beginning of the regular semester or term immediately following the semester or term in which a student successfully completes a cumulative total of 30 or more semester credit hours for coursework in a multidisciplinary studies associate degree program established under this section, the student must meet with an academic adviser to complete a degree plan, as defined by 19 Administrative Code 9.553 [see EFBA], that:

1. Accounts for all remaining credit hours required for the completion of the degree program; and
2. Emphasizes the student's transition to a particular four-year college or university that the student chooses; and
3. Preparations for the student's intended field of study or major at the four-year college or university.

Education Code 130.0104(c); 19 TAC 9.555

Academic Certificate. Institutions of higher education, including college districts, are encouraged to develop undergraduate academic certificate programs of less than degree length. Undergraduate academic certificates may be awarded upon the completion of:

1. The Coordinating Board-approved core curriculum of the institution;
2. A Coordinating Board-approved field of study curriculum; or
3. Fifty percent of the courses specified in a voluntary statewide transfer compact.

Undergraduate academic certificates that meet one of the criteria above require Coordinating Board notification and are automatically approved.

19 TAC 4.36, 9.185

Career Technical Workforce Degree and Certificate Programs. Requests for new associate degree and certificate programs shall be made in accordance with the procedures stipulated in 19 TAC 9.93(b), below.

Public two-year colleges shall request new associate degree and certificate programs using the appropriate degree program request form. Public two-year colleges must submit documentation sufficient to establish that the new program meets all of the criteria listed below. Coordinating Board staff will review all requests for new programs within five business days of receipt. If Coordinating Board staff determines that the request is incomplete and additional information or documentation is needed, the institution must respond with all of the requested information or documentation within ten working days or the request will be returned to the institution. An institution may resubmit a request that was incomplete as soon as it has obtained the requested information or documentation.

New associate degree and certificate programs shall be approved if all of the following conditions are met, provided that the number of SCH required to complete a proposed associate degree program does not exceed 60 SCH.

1. The institution shall certify that:
    a. The program has institutional and governing board approval.
    b. The institution has researched and documented current job market need for the program and/or that the program would lead to opportunities for further education.
    c. There is recent evidence of both short-term and long-term student demand for the program.
    d. Enrollment projections reflect student demand estimates to ensure the financial self-sufficiency of the program.
    e. Basic and career technical/workforce skills have been integrated into the curriculum.
    f. The institution has an enrollment management plan for the program.
    g. The institution has or will initiate a process to establish articulation agreements for the program with secondary and/or senior-level institutions.
    h. The program is designed to be consistent with the standards of the SACSCOC, and with the standards of other applicable accrediting agencies, and is in compliance with appropriate licensing authority requirements.
    i. The program would not unnecessarily duplicate existing programs at other institutions.
    j. Representatives from private sector business and industry have been involved in the creation of the program through participation in an advisory committee.
    k. Adequate funding is available to cover all new costs to the institution over the first five years after the implementation of the program.
    l. New costs during the first five years of the program would not exceed $2 million.

m. The institution has an improvement plan in place for all career technical/workforce programs that do not currently meet Coordinating Board standards for both graduation and placement.
n. The appropriate Higher Education Regional Council has been notified in writing of the proposal for a new program, and no unresolved objections to the program have been reported.
o. Skill standards recognized by the Texas Skill Standards Board, if they exist for the discipline, have been reviewed and considered for inclusion in the curriculum for the program.

2. If a proposed two-year career technical/workforce education program or certificate program meets the stipulated conditions, the institution shall submit a request to the assistant commissioner for workforce, academic affairs and research to add the program. If a proposed program does not meet the stipulated conditions, the institution must submit a proposal using the standard electronic new program application process.
3. If the number of SCH required to complete a proposed associate's program exceeds 60, the institution must provide detailed written documentation describing the compelling academic reason for the number of required hours, such as programmatic accreditation requirements, statutory requirements, or licensure/certification requirements that cannot be met without exceeding the 60-hour limit. The Coordinating Board will review the documentation provided and make a determination to approve or deny a request to exceed the 60-hour limit. Institutions of higher education must be in compliance with this paragraph on or before the 2015 fall semester.
4. The institution proposing the program shall notify all public institutions within 50 miles of the teaching site of their intention to offer the program at least 30 days prior to submitting their request to the Coordinating Board. If no objections are received, the Coordinating Board staff shall update the institution's program inventory accordingly. If objections occur, the proposed program shall not be implemented until all objections are resolved. If the proposing institution cannot resolve the objection(s), the proposing institution may request the assistance of the assistant commissioner of workforce, academic affairs and research to mediate the objections and determine whether the proposing institution may implement the proposed program.
5. If objections to the proposed program are received by the Coordinating Board staff, the proposed program shall not be implemented until all objections are resolved.

The commissioner shall forward a program to the Coordinating Board for consideration at an appropriate quarterly meeting if either of the following conditions is met: the proposed program is the subject of an unresolved grievance or dispute between institutions; or the commissioner has disapproved the proposed program and the institution has requested a Coordinating Board review.

19 TAC 9.93(a)–(b), (e)

Revisions. Revision of an existing associate degree or certificate program shall be approved if all of the requirements above at item 1 at CAREER TECHNICAL / WORKFORCE DEGREE AND CERTIFICATE PROGRAMS are met. To request a change of Classification of Instructional Programs (CIP) code for an existing degree or certificate program, the institution shall notify the Coordinating Board staff and certify that the revised program meets the requirements listed above at item 1. If the revision of an existing degree or certificate program meets the conditions stipulated at item 1, the institution shall submit a request to the assistant commissioner for academic affairs and research to revise the program. The Coordinating Board staff shall update the institution’s program inventory accordingly. If a program revision does not meet the conditions stipulated, the institution shall submit a revision request using the standard electronic program revision request process. 19 TAC 9.93(f)–(i)

Audits. The Coordinating Board reserves the right to audit a certificate or degree program at any time to ensure compliance with any of the requirements in 19 Administrative Code Chapter 9, Subchapter E. 19 TAC 9.93(m)

Administrative Officials. All programs must be under the direction of an administrator having appropriate authority to ensure that quality is maintained and that programs are conducted in compliance with all applicable laws and rules. Administrative officers must possess credentials, work experience, and/or demonstrated competence appropriate to their areas of responsibility as specified by the SACSCOC. 19 TAC 9.93(j)

Faculty and Staff. Faculty and staff must be approved by the postsecondary institution. 19 TAC 9.93(k)

Baccalaureate Degree Programs. The Coordinating Board shall authorize public junior colleges to offer baccalaureate degree programs in the fields of applied science and applied technology under Education Code 130.0012. Offering a baccalaureate degree program under Section 130.0012 does not otherwise alter the role and mission of a public junior college.

The Coordinating Board shall authorize baccalaureate degree programs at each public junior college that previously participated in a pilot project to offer baccalaureate degree programs.

Education Code 130.0012(a)–(b)

Public community colleges authorized by the Coordinating Board to offer baccalaureate degree programs under Education Code 130.0012 may submit requests for new baccalaureate degree programs if:

1. The proposed degree program has the approval of the college's governing board;
2. The proposed degree program is not an engineering program; and
3. The addition of the proposed program to the college's inventory would not exceed five total approved baccalaureate degree programs.

19 TAC 5.56

Limitation on SCH Requirements. To earn an associate degree, a student may not be required by an institution of higher education, including a college district, to complete more than the minimum number of SCH required for the degree by the Southern Association of Colleges and Schools or its successor unless the institution determines that there is a compelling academic reason for requiring completion of additional SCH for the degree. The Coordinating Board may review one or more of an institution's associate degree programs to ensure compliance with this section.

This section does not apply to an associate degree awarded by an institution to a student enrolled in the institution before the 2015 fall semester. This provision does not prohibit the institution from reducing the number of SCH the student must complete to receive the degree.

Education Code 61.05151

State Funding. No funds appropriated to any public two-year college or other institution providing certificate or associate degree programs shall be expended for any program that has not been approved by the commissioner or the assistant commissioner for workforce, academic affairs and research or, when applicable, by the Coordinating Board. 19 TAC 9.96

Degree-Seeking Students. A student who is concurrently enrolled at more than one institution of higher education may be classified as a degree-seeking student at only one institution.

If a student maintains continuous enrollment from a spring semester to the subsequent fall semester at an institution at which the student has declared to be seeking a degree, the student remains a degree-seeking student at that institution regardless of the student's enrollment during the intervening summer sessions at another institution.

19 TAC 4.28(d)(2)–(3)

Compensatory Courses. Courses designated as compensatory in the Lower-Division Academic Course Guide Manual may not be used to satisfy degree requirements. Such courses may be used as co-requisites or prerequisites for degree courses as determined by local institutions. 19 TAC 9.76

Low-Producing Degree Programs. The Coordinating Board may review the number of degrees or certificates awarded through a degree or certificate program every four years or more frequently, at the Coordinating Board's discretion. The Coordinating Board shall review each degree or certificate program offered by an institution of higher education at least every ten years after a new program is established using the criteria prescribed by Education Code 61.0512(c). Education Code 61.0512(d)–(e); 19 TAC Ch. 4, Subch. R

Definition. A "low-producing degree program" is a degree program that does not meet the minimum standard for degrees awarded in the program. For career technical certificates, associate, and bachelor's programs, the minimum standard is an average of five degrees awarded per academic year, to total not fewer than 25 degrees awarded for any five-year period. 19 TAC 4.287(4)

Completers of career technical certificate programs that are reported under the same CIP code as an existing applied associate's degree program will be counted as completers of the corresponding applied associate's degree program for purposes of determining low-producing status. Academic associate degree programs are not considered to be low producing if they lead to transfer into four-year programs. 19 TAC 4.288(c)–(d)

Consequences. The Coordinating Board may not order the consolidation or elimination of any degree or certificate program offered by an institution of higher education. Coordinating Board staff may recommend to the institution's governing board the closure of any non-exempt degree program which has been on the annual list of low-producing programs for three or more consecutive years. If the governing board does not accept the recommendation to close the program, then the university system or, where a system does not exist, the institution, must identify the program recommended for closure on the next legislative appropriations request submitted by the system or institution. If a system or institution is required to identify a degree program on its legislative appropriations request, the system or institution should also develop a plan to allow the degree program to achieve the minimum standard for the degree awarded, or if the standard is not attainable, provide a rationale describing the merits of continuing the degree program. Education Code 61.0512(f); 19 TAC 4.290

Last updated: 04/19/2019

Grayson College
6101 Grayson Drive (Hwy. 691) Denison, TX 75020
(903) 465-6030

Grayson College Course Catalog

Student Affairs and Activities

- Student Affairs and Activities

Success Centers

The Success Centers on the Main and South Campuses offer a wide range of services to students and community members. Testing services include the TSI Assessment as well as make-up and distance education tests. Testing services on the Main and South Campuses vary; call 903-463-8724 (Main Campus) or 903-415-2509 (South Campus) to check on services available at each location. Testing schedules are available on the GC web page.

In addition, the Success Centers provide many learning support services, including the Math Hub, Writing Center, i-Lab, disabilities services, tutoring and the Super Student programs, learning strategy referrals, workshops, seminars, and additional course materials. Students with documented disabilities request accommodations through the Coordinator of Services for Students with Disabilities (903-463-8751), who then assists students in accessing approved accommodations. The Math Hub on the Main Campus is open during the fall and spring semesters from 8 a.m. to 8 p.m. Monday through Thursday and 8 a.m. to 2 p.m. on Friday. Hours vary at the South Campus. Summer hours vary at both locations.

Tutoring Program

Grayson College offers free peer tutoring services to students enrolled in regular college credit programs and a "Super Student" program for students enrolled in selected sections of mathematics courses. Peer tutors are trained and supervised by professional staff in the Success Centers on the Main and South Campuses. For information, please call 903-463-8751. Grayson College's peer tutoring program is accredited through the College Reading and Learning Association.

Student Support Services

Student Support Services (SSS) is a federally funded program that offers special support services to increase the chances of successful academic progress and graduation from college. Student Support Services provides assistance to eligible Grayson College students such as mentoring, academic advising, tutoring, transfer assistance, career assessments, financial and economic literacy, and individualized student coaching. Active students are also eligible to utilize free printing for classes, to participate in trips to area universities, as well as participating in cultural trips and activities.

Who is eligible for Student Support Services?

To be considered for membership in SSS, students are required to be U.S. citizens or permanent residents, and to also meet one of the following categories:

- First-Generation College Student (neither parent/guardian has a bachelor's degree)
- Low Income (based on Federal Income Guidelines)
- Student with a documented disability

How to Apply to SSS

Student Support Services is funded to serve 140 students per year. Interested students may complete the online SSS application via the Grayson College website, or visit the SSS office for assistance. Applicants will be contacted within 7 days of applying. If the program is full at the time of application, applicants will be put on a waiting list.

Office Location and Hours

The SSS office is in the Grayson College Counseling/Advising Center in the Administration Building.

Monday - Tuesday, 9am - 6pm
Wednesday - Friday, 9am - 4pm
sss@grayson.edu
903-415-2597

Athletics

Grayson College provides a varied athletic program for all its students. Athletics at the intercollegiate level offered at GC include baseball, softball, and men's and women's basketball. The program is administered by the athletic director with administrative review. The college is a member of the National Junior College Athletic Association and the Northern Texas Junior College Athletic Conference. Students may also participate on intramural sports teams including basketball and flag football.

The intercollegiate athletic program at GC advocates the personal growth and education of students through their participation in a comprehensive program of NJCAA, Division I sports. As an integral part of the College, the intercollegiate athletic program actively promotes gender equality and diversity, and provides community enrichment.

If you feel that you have the ability to compete at the intercollegiate level and would like to express your interest in sports program, please make those interests known to the Athletic Director.

Facilities

The Fitness Center is open from 6 a.m. to 6 p.m. Monday through Friday and includes a variety of athletic equipment, dressing rooms and showers.

Counseling Services

Professionally trained counselors and success coaches are available to assist students in achieving success. Counselors and success coaches assist students with career planning and placement, as well as academic concerns. Licensed Professional Counselors are available to support and assist current students with individualized counseling. Counselors provide short-term personal counseling and make referrals when needed.

College Connections COLL 0271

College Connections is designed to help students make successful transitions from a previous level of education, or experience (e.g., the military), into College life, from undeclared status into a major, and careers. The course will teach basic academic skills and provide information about available campus resources. Students will be encouraged to develop more definite career plans and a plan to fit their educational goals. Students will also have a connection with their Student Success Coach and Faculty Advisors during the most critical weeks of their college career. College Connections, COLL 0271, is designed to ensure that students develop the basic educational skills necessary for college success. This course includes note taking, time management, developing an academic plan in the Grayson College Student Planner, career exploration and planning, financial literacy, and vital academic study skills. All First Time in College (FTIC) students will be required to take a College Connections course during their first semester. This does not apply to dual credit students. The course will be available (but not required) for any other Grayson College student who wishes to enroll. The College Connections course fees and tuition will be waived to all who take the course the first time. If an FTIC student takes and fails the course, they will be required to retake the course before or concurrent with their next semester enrollment. Retakes will be paid for by the student. This course is an institutional requirement.

Students accepted for enrollment in the following programs are exempt from being required to take the College Connections course:

- Associate Degree Nursing
- Licensed Vocational Nursing
- Cosmetology
- Police Academy

Career Planning and Placement

Grayson College offers students the opportunity to engage in career assessments and computerized career guidance programs which assist them in choosing a college major and making career decisions. The College provides career planning and job search services free of charge to students, former students, and those in the process of enrolling. The Career Placement office provides opportunities for students to learn job search skills, such as resume and cover letter writing, and how to interview for a job.

Academic/Vocational Advising

Faculty Advisors and Success Coaches are available to assist students in reaching their goals through developing and following sound academic or vocational plans.

Retention Services and Activities

Students are provided with information, tools, resources, and support systems that facilitate educational persistence and success.

Personal Counseling

The counseling program is designed to support and assist students when personal issues impact their college experience. Personal counseling is available by appointment, or on a walk-in basis for urgent needs. Personal counseling services through the college are available on a short-term basis, if longer term therapy is needed the counseling office will provide the student with information about community resources to assist with their needs.

Veterans Services

Grayson College provides a Veterans Services Office to assist the enrollment of veterans, war orphans, war widows, and totally disabled veterans, their wives and children. The Veteran Services Office also assists active duty military and reservists. This office serves as a liaison between Grayson College and the Veterans Administration located in the Student Life Center. Please contact the Veterans Affairs Certifying Official or check the website for information concerning the required documents.

All students are strongly encouraged to visit the Veteran Services Office as part of their college experience.

Behavioral Intervention Team

Grayson College is committed to student success and maintaining a safe campus environment for students, faculty, and staff. The purpose of the Behavioral Intervention Team (BIT) is to provide timely intervention for students who may display early warning signs of concerning, disruptive, and/or violent behavior towards self and/or others. The BIT will investigate and assess every referral and determine the level of intervention needed in order to assist the student of concern.

ESL Support

Grayson offers ESOL classes in conversation, reading, and writing/grammar for non-native English speakers. Designed to help students improve their English for greater success in home, school, and work environments, ESOL courses can be taken prior to or concurrent with other college coursework. Students are placed at the beginning, intermediate, or advanced level based on their language skills.

Along with specialized ESOL classes and labs, the College offers support services to non-native English speaking students to improve their access to and success in academic and vocational coursework. The Foreign and ESOL Student Advisor assists ESOL students with applying to college, establishing residency, and registering for classes. Staff also mentor ESOL students each semester they are enrolled—helping them attain their personal and educational goals. Such assistance includes referring them to campus and community services as needed (tutoring, financial aid, child care, JTPA, etc.).

Honors College

The Honors College at Grayson College seeks to promote excellence in education through learning-centered honors sections of core courses and participation in the cultural, social, and public service activities of the campus and community. To graduate from the Honors College students are required to maintain a 3.0 cumulative GPA, take at least 12 credit hours of honors courses with the grade of B or better, and to participate in service learning activities with the Honors College on campus and in the community. The Presidential Honors Scholarship for honors students is awarded at the end of spring semester for the following academic year to continuing GC students who apply using the form on the college's homepage.

Honors Sections

Honors sections are active learning classes of core courses that promote student engagement through participation in the classroom. These sections are open to all students, but enrollment is capped at 25 so that collaboration and communication can more easily occur than in larger sections of the same course. Grayson College reserves the rights to combine certain honors sections with our traditional courses due to enrollment or other factors impacting these courses.

Library

The Grayson College Library is a member of BARR, a four-library consortium whose members include Grayson College, Denison Public Library, Sherman Public Library, and Austin College. Currently enrolled GC students are eligible to obtain a BARR library card. All BARR cardholders have lending privileges at each of the libraries and a courier service delivers books among the libraries. The BARR online catalog can be accessed from the library link on the college web site.

To provide access to many electronic databases and the Internet, an open computer lab is available to GC students and the public. The full text databases are also available from every computer on the campus network as well as from home. Ask the library staff for more information. Software loaded on these computers includes Microsoft Office and Internet Explorer. The library also participates in TexShare, and is a member of AMIGOS, which provides OCLC access.

Circulating books are checked out for two weeks. Video cassettes and DVDs are available for circulation and are checked out for a three-day period.

The library is open from 8:00 a.m. to 9:00 p.m. Monday through Thursday and from 8:00 a.m. to 4:00 p.m. on Friday. During the fall and spring semesters, the library is also open from 1:00 p.m. to 4:00 p.m. on Sunday. South Campus library is open 8-4 Monday through Wednesday, 8-7 on Thursday, and 8-2 on Friday. Please call the South Campus library at 903-415-2509 for times and days a librarian is available. The library is "open stack" and students are encouraged to browse. New books are shelved in the area near the circulation desk for easy inspection by faculty and students.

The mission of the Grayson College Library is to meet the appropriate informational needs of both the individual and the community, and to provide quality services and materials. The library is committed to cooperating with other information agencies whenever possible, and to continuous improvement.

Public Safety & Campus Police

Campus peace officers have all of the powers, privileges and immunities afforded state peace officers and have jurisdiction on all properties that are owned by or under the control of Grayson College. The Public Safety & Campus Police Office is located between the BSM and Viking Resident Hall on the college's main campus. Students and employees who operate a motor vehicle on college property are required to register their vehicle with the police office and place a valid parking permit on the vehicle. Any person desiring a copy of the college's Crime Awareness and Security Bulletin may obtain a copy in the police office. The bulletin contains information related to campus crime statistics, crime reporting procedures, crime prevention techniques and other information mandated by the Crime Awareness and Campus Security Act of 1990. The Public Safety and Police Office is a service oriented organization

and offers non-traditional law enforcement services. For a complete description of services offered, contact the Public Safety and Police Office at extension 8619 or in an emergency, always call 911.

Recruiting

Enrollment advisors, located in the Administrative Services building, are available to provide necessary information and forms to current and prospective students about all programs offered at GC. They provide tours of the campus, dorms and programs for groups and individuals. Prospective students can request information by emailing recruiting@grayson.edu or calling 903-465-8604. An enrollment advisor will reply to their requests, answer questions, assist with enrollment information, and/or send requested information.

Student Government Association

The Grayson College Student Government Association is responsible for governing student interests, advocating for student concerns, and serving students by hosting activities and events throughout the year. The Director of Student Life is the advisor.

Student Life

The purpose of Student Life is to enhance the student's total college experience. The activities, programs and services are offered to empower students by providing them with social and leadership rules. The Student Life Office is located on the 2nd floor of the Life Center.

Eligibility for Activities

The eligibility of any student participating in the intercollegiate program will be determined according to the regulations and policies set in scholarship requirements at Grayson College and the North Texas Junior College Athletic Conference.

Any student who has been enrolled during five or more semesters in the College may lose eligibility in any College-sponsored activity.

Student Rights and Responsibilities

Students who conduct themselves with proper consideration for the rights and works of their associates and who have serious purposes in attending college will have no difficulty in adjusting themselves to student life at Grayson College.

Regulations of the College forbid the use or possession of alcoholic liquors or narcotics, or the appearance of the student on the campus under the influence of either.

HAZING: The College prohibits hazing. Hazing means any intentional, knowing, or reckless act on or off campus directed against a student, by one person alone or acting with others, that endangers the mental or physical health or the safety of a student for the purpose of being initiated into, affiliating with, holding in, or maintaining membership in any organization whose members are or include other students.

Please refer to the Policies & Procedures Manual located on the Grayson College website for further explanation of students rights and responsibilities.

Student Organizations

Baptist Student Ministry

Exists to provide a fellowship for students interested in developing and strengthening their religious life. Participation is open to all students on campus.

Care Center

The Care Center provides emergency financial assistance to students.

Clay Club

The purpose of this club shall be to educate and develop community awareness of the Grayson College Ceramic program, to develop a student ceramic art Gallery Show and to participate in local charity fundraising events.

Cosmetology Shears Club

The purpose of Shears is to build relationships between students and provide educational opportunities for GC students in the Cosmetology program, to attend various hair shows and to provide specialty training to professionals in Cosmetology.

Criminal Justice Club

The purpose of this organization shall be to encourage and foster organized education, training and competition in Criminal Justice including the shooting sports among students, faculty and staff of Grayson College. This purpose specifically includes the training and fielding of teams in local and intercollegiate competitions as well as promoting within the college community an increased knowledge of the criminal justice system and the safe handling and proper care of firearms and the skills of marksmanship.

The objective of this organization shall be to develop and promote among the college community in general, and the competitive individuals and teams in particular, the characteristics of self-discipline, mental control, self-reliance, honesty, sportsmanship and team play.

Culinary Arts and Hospitality Management Club

(TIPSS-Top Innovative Professionals of Service and Spirits). The purpose of TIPSS is to acknowledge, educate and promote the development of Culinary Arts, Hospitality Management, Viticulture and Enology programs at Grayson College. The club will develop community awareness of the Culinary Arts and Hospitality Management, Viticulture and Enology programs, as well as participate in food shows, local charity events and fundraising for both students and the community.

Cultural Diversity Club

The purpose of the organization is “to bring cultural awareness to all GC students, faculty, staff and the GC community.”

Delta Phi Delta

Delta Phi Delta is an art organization which encourages and promotes the production and appreciation of the visual arts through workshops, exhibitions, and art related activities. Membership is open to all GC students interested in fostering the arts on campus and in the community.

Delta Psi Omega

Delta Psi Omega is a national fraternity for students involved in dramatic arts and promotes fellowship among students interested in theatre on both local and national levels. Membership is open to all GC students with interest in the Fine Arts.

Dental Assisting Student Association

The Dental Assisting Student Organization is an association focused on the enhancement of student’s knowledge in the field of Dental Assisting. The goal is to promote participation and leadership in the profession of dentistry and in the American Dental Assistants Association. Membership is limited to full-time students enrolled in the Dental Assisting Program.

Electrical Technology Club

The Electrical Club provides comprehensive training in electrical technology that helps students succeed in a career as an electrician. Students acquire basic knowledge and skills in applied electrical theory, residential, commercial and industrial wiring, blueprint reading, estimating, National Electrical Code, motor controls, PLC automation and building codes. The club provides a support group for students in the Electrical Technology program.

Eta Sigma Delta

ESD is an honor society for the Hospitality Management and Culinary Arts Department at Grayson College. The purpose of ESD is to recognize the scholastic and professional achievement of students in the academic majors of Hospitality Management, Restaurant Management and Culinary Arts. ESD stands for excellence, leadership, creativity, service and ethics.

Fellowship of Christian Athletes

Exists to provide a fellowship (huddle group) for athletes and coaches interested in developing their religious life. FCA is open to all students on campus.

Future Educators Club

The purpose is to provide and inspirational atmosphere in which all students can further their knowledge and interest in education and child development by attending scheduled events, participating in stimulating discussions and promoting education.

Gay Straight Alliance

The purpose of the Gay Straight Alliance shall be to promote a safe-space environment on campus for students of all gender and sexual identities to be and express themselves freely, and promote that students support each other. This organization shall also strive to educate the Grayson County community about homophobia, transphobia, heterophobia and gender identity discrimination.

Grayson College Gamers Guild

The central and foundational mission of the Gamers Guild is to better serve the community of Grayson College with a variety of engaging activities.

Grayson College History Club

The mission of the Grayson College history club is to promote interest and awareness of history within the Grayson College community and the County of Grayson, through the use of historical films, lectures, outings and other events.

Grayson College Music Club

The purpose of the Grayson College Music Club is to promote the Music Department by spreading music throughout the community. To provide a forum for like-minded students to organize events, fundraising opportunities and attend musical performances.

Grayson College Science Club

The purpose of the Science club is to explore the interdisciplinary aspect of science, to encourage students' involvement in the sciences, to provide a support group for students enrolled in science courses and to encourage students' involvement in community science activities.

Grayson Honors College

The central and foundational mission of Grayson honors College is to better serve the educational needs of academically talented and highly motivated students at the College. The program encourages the participation of the broadest possible range of gifted students.

Grayson Nursing Students Association

This association is the local organization with affiliation in the Texas and National Student Nurses' Associations. Its purpose is to provide the basic background needed for participation and leadership in the professional association. Membership is limited to students enrolled in the Associate Degree Nursing Program.

HALO Club

(Hispanic American Leadership Organization). The purpose of this organization is to allow immigrant students in Grayson County, especially those with undocumented status, to have an organization that they know will have their best interest at all times, to help enrich member's leadership skills and encourage them to utilize these skills by their leaderships opportunities throughout Grayson College and the world and to serve as a bridge between the local area high schools and Grayson College.

Heating, Ventilation, Air Conditioning and Refrigeration Club (HVACR)

It is the mission of the HVACR Club to promote interest and awareness of air conditioning and heating systems within the Grayson College community and the County of Grayson through the use of lectures, outings and other events.

History Club

The purpose of the Grayson College History Club is to promote interest and awareness of history within the Grayson College community and the County of Grayson through the use of historical films, lectures, outings and other events.

Medical Lab Technician Association

The MLT Association mission is to enhance the quest for knowledge through participation in professional society activities and to promote an interest in and gain knowledge of regulatory agencies associated with the medical technicians field. Membership is limited to students enrolled in the Medical Laboratory Technology Program.

Men of Distinction Program

Men of Distinction is designed to recruit and retain all Grayson College gentlemen with the intent on helping them achieve their educational goals and challenge their potential to inspire to do great things in the community and the world.

Mu Alpha Theta

Mu Alpha Theta is an organization whose purpose is to stimulate interest in mathematics by providing public recognition of superior mathematical scholarship and by promoting various mathematical activities. Prospective members must have had at least one mathematics course at or above the College Algebra level, a 3.5 GPA overall in all two-year mathematics courses at or above the College Algebra level, and a 3.3 cumulative GPA in all courses.

Pep Band

Grayson College Viking Pep Band (MUEN 1133 & 2133 Mixed Chamber Ensemble I & II)

The GC Viking Pep Band is open to students of all majors at Grayson College, faculty and staff, and community members. Its primary function is to support the Viking Basketball Team by performing at home games, as well as other Grayson College events. Rehearsals are Tuesdays and Thursdays at 11:00-12:15pm, with additional rehearsals scheduled as needed. The Pep Band's repertoire includes a variety of classic and modern pop music.

Auditions

Auditions for new members, returning members interested in a scholarship position, and all members of the drum line, are held during the first week of classes in the fall semester. The audition will consist of a brief technical exercise and an excerpt of the repertoire that is performed by the GC Viking Pep Band. To schedule an audition time contact Dr. Tercero at tercerod@grayson.edu.

Paramedic Student Association

The purpose of the organization is to promote interest in the field of Emergency Medical Services, to provide fellowship among students and faculty, to represent student needs and wants in regard to EMS education and to provide a forum for the presentation of innovative ideas to benefit the college community.

Phi Theta Kappa

Phi Theta Kappa is the international honor society of two-year colleges. Offering opportunities for scholarship, leadership, fellowship and service, the Society also promotes the exchange of ideas and personal enrichment through fellowship with other scholars. Eligibility requirements in the Omicron Psi chapter of Phi Theta Kappa include current enrollment and a minimum GPA of 3.5 after at least 12 hours of college credit earned at Grayson.

Psychology

The Psychology Club exists to provide an entertaining and inspirational atmosphere in which all students can further their knowledge and interest in psychology. The club members attend scheduled events, participate in stimulating discussions and presentations, and promote psychology as a social science.

Radiology Club

The purpose is to educate and develop a student's knowledge of the radiologic science profession, to develop a community awareness of Grayson College's Radiology program, to provide community service opportunities, to promote leadership skills, to increase camaraderie and generosity towards others.

Rotaract Club

Grayson College's Rotaract Club is open to all GC students aged 18-30, both full- and part-time and in any area of study. The Grayson County Rotary sponsor GC's Rotaract, and all of the area Rotary clubs are invited to partner with GC students in mentoring relationships. By definition "Rotary" is an organization of business and professional persons united worldwide who provide humanitarian service, encourage high ethical standards in all vocations, andhelp build good will and peace in the world. The Rotary motto is "Service Above Self-He Profits Most Who Serves Best."

Science Club

The purpose of the Science Club is to explore the interdisciplinary aspect of science, to encourage student involvement in the sciences, to provide a support group for students enrolled in science courses and to encourage student involvement in community science activities.

Sigma Kappa Delta

National English Honor Society for students in two-year colleges. Students who join Tau Alpha's community of readers and writers inherit a strong tradition. Aristotle, a scientist during the Ancient Greek era, studied literature to gain wisdom. John Milton, a seventeenth-century Cambridge graduate, studied science to impart wisdom through poetry. Among GC's Tau Alphans stand majors in academic studies, applied sciences, education, and fine arts along with those who plan to earn a bachelor's degree in English. What have they in common? They join Aristotle and Milton in their love of literature. In addition, they seek leadership opportunities, enjoy Tau Alpha's festive events with fellow students and English instructors, receive lifelong recognition for academic excellence, and qualify to apply for SKD scholarships and to attend regional and national conferences. To join, candidates must earn a 3.0 grade point average in 12 or more hours of college with a B or better in at least one college English course.

Sisters of Destiny

The purpose of this club is to develop a group of sisters that uplift and encourage one another. We will strive to promote a sense of emotional support with confidentially. The focus is to build healthy heart, mind and body. We will form lasting relationships with other women and learn to work tighter in a good study environment. This is a support group for women.

Student Ambassador Program

The Grayson College Student Ambassador Program provides an opportunity for students representing various disciplines at our college to develop leadership and public relations skills while providing a service to GC.

Top Innovative Professionals of Service and Spirits (TIPSS)

The purpose of the TIPSS club is to acknowledge, educate, and promote the development of Culinary Arts. Hospitality Management, Viticulture and Enology programs at Grayson College. We will develop community awareness of the above programs as well as participate in food shows, local charity events and fundraising for both students and community.

Student Veteran Association (SVA)

The purpose of this organization is to provide a supportive, inspirational and informational atmosphere in which veteran students can gather to: further their skills in attaining academic success, gain knowledge of benefits and services available as veterans and students, and to form relationships with others with shared experiences.

Vocational Nursing Students' Association

The Vocational Nursing Students' Association seeks to help further knowledge in the field of vocational nursing. This club participates in many campus activities and programs. Membership in this organization is limited to vocational nursing majors.

Welding Technologies Association

The purpose of the GC Welding Technologies Association is to inform, educate and increase awareness of changes and skills in the field of welding.

Last updated: 03/20/2019

Grayson College
6101 Grayson Drive (Hwy. 691) Denison, TX 75020
(903) 465-6030

Grayson College Course Catalog

Instructional Services

- Instructional Services

Grayson College Degrees/Certificates and Majors

MAJOR: A major is defined as a subject area of specialization consisting of selected courses within one of the degree or certificate pathways.

Degrees	Major Codes	Hours Required
Associate of Arts (AA)		
Fine Arts	THEA	60
General Studies	LIBA	60
Music	MUSI	60
Theatre	THEA	60
Associate of Science (AS)		
Agricultural Sciences	AGRI	60
Athletic Training	PHED	60
Biological and Physical Sciences	BPHS	60
Business Administration	BUAD	60
Computer Science/Computer Information Systems	CSCI	60
Engineering	ENGR	60
General Studies	GNED	60
General Studies Pre-BSN	GNED	60
Kinesiology	PHED	60
Mathematics	MATH	60
Associate of Arts in Teaching (AAT) Education		
8-12 Certification; EC-12 Other than Special Education	TECAOS	60
4-8 Certification; EC-12 Special Education Certification	TECAWS	60
EC-6 Certification	TECAGS	60
Associate of Applied Science (AAS)		
Accounting	ACCT	60
Advanced Manufacturing Technician	MCHN	60
Business and Management	BMGT	60
Child Development	CDE	60
Collision Repair Technology	CRT	60
Computer Aided Drafting and Design Technology (CADD)	DRAF	60
Computer Maintenance and Networking Technology	CMNT	60
Criminal Justice Technology	CRIJ	60
Culinary Arts	CHEF	60
Cyber Security Administration	CYSA	60
Dental Assisting	DENT	60
Electrical Technology	ELCT	60
Heating, Air Conditioning and Refrigeration Technology	HART	60
Hospitality Management	HAMG	60
Medical Laboratory Technology	MLT	60

Nursing, Associate Degree	RNSG	60
Office and Computer Technology	OCT	60
Paramedicine	EMTP	60
Radiologic Technology	RADR	64
Viticulture and Enology	VIEN	60
Web-Based Small Business Development	WBSBD	60
Welding	WELD	60
Certificate of Completion (CERT)		
Advanced Manufacturing Technician	MCHNAC	41
Advanced Manufacturing Level 1		
Accounting	ACCTC	30
Basic Manufacturing Technician	MCHNBC	18
Mechatronics Technician	MTC	16
Business Foundation	BFNDC	15
Business—General Management	BMGTC	32
General Banking Level I	BANKGC	22
Bank Operations Level II	BANKOC	42
Child Development Certificate		
Child Care Administrator Certificate	CDEC	30
Basic Collision Helper	CRTHC	16-19
Basic Collision Apprentice	CRTAC	33-39
Computer Aided Drafting Technician	CADC	24
Drafting Assistant	DASTC	17
Computer Network Administrator	CNAC	41
Computer Network Technician	CNTC	40
Computer Support Technician	CPMTC	18
Information Technology Core Curriculum	CMITC	18
Cosmetology	COSMC	42
Cosmetology Instructor	COSMIC	25
Cosmetology Nail Technician	COSMNC	16
Cosmetology Skin Care Specialist - Aesthetician/Esthetician	COSMSC	22
Catering and Event Planning	CEPC	36
Culinary Arts	CHEFC	39
Basic Culinary Arts Chef Training	CHEFBC	25
Cyber Security Technician	CYSAC	36
Dental Assisting	DENTC	41
Residential Electrical Technology 1 Certificate	ELCTBC	22
Commercial Electrical Technology	ELCTAC	43
Paramedic Certificate	EMTPC	36
HVAC Apprentice	RACIC	32
HVAC Technician	RACTC	16
Hospitality Management Certificate	HAMGC	37
Accounting Office Support	AOSC	36
Administrative Assistant	AASTC	42
Applications Software Specialist	CASC	30
Medical Administrative Assistant	MAAC	42
Medical Coding and Billing		
Police Academy	PACDC	25
Enology	VIENEC	17
Viticulture	VIENVC	17

Vocational Nursing	VOCNC	46
Small Business Audio Engineering		
Web Based Small Business Development Certificate	WBSBDC	34
Web Based Small Business Foundation	WBSBFC	18
Structural Welder	WELAC	16
Combination Welder	WELBC	36
Combination Welder Small Business Management		

Occupational Skills Awards		
Audio Engineering		
Accounting		9
Business and Management Marketing Award	BMGTMS	9
Brandy and Cider Production		
Child Development Associate Award		
Child Development	CDECMS	9
Emergency Medical Technician Basic Award	EMTBMS	12
Office and Computer Technology		9

Pending approval by the Southern Association of Colleges and Schools Commission on Colleges.

Bachelor of Science (BS)

Nursing

Preparatory Programs for College

Preparing for college is a process that should begin by the eighth grade. Although Grayson College does not require specific high school courses for admission into the college, many colleges and universities do include preparatory programs as a condition of admission. Since many of Grayson College's students transfer to such colleges and universities, completion of the following college preparatory coursework is encouraged.

Core Curriculum	Credits	College Preparation Courses
English Language Arts	4	English I-IV
Mathematics	2	Algebra I, Geometry
Science	2	Courses to be selected from state board of education-approved courses, excluding applied and introductory courses. Appropriate courses include: Physical Science, Biology I and II, Chemistry I and II, Physics I and II
Social Studies	4	United States History (1), United States Government (1/2), World History Studies (1), Economics (1/2)
Foreign Language	3	Levels I-III proficiency of the same language
Health	1/2	1/2 credit minimum
Fine Arts	1/2	1/2 credit minimum
Physical Education	1 1/2	1 1/2 credits
Computer Science	0-1	Demonstrated proficiency at Level I

In addition to the above general requirements, students are encouraged to select a specific course of study. The following chart indicates suggested additional courses to fulfill the requirements for general college and Tech-Prep preparation. These courses are endorsed by the Texas Higher Education Coordinating Board.

	College Preparation Track	College Tech-Prep Track
English Language Arts	College Board Advanced Placement English Literature and Literature and Composition could be substituted for English IV.	Substitutions for English IV as required for a specific Tech-Prep program (e.g. Research/ Technical Writing, Business Communications, Introduction to Speech Communications, Public Speaking).
Mathematics	Two (2) additional credits, including Algebra II and Pre-calculus (or Trigonometry and either Elementary Analysis or Analytic Geometry).	A minimum of one additional credit as required by a specific Tech-Prep program, or Algebra II, Pre-calculus, Trigonometry, Elementary Analysis, Analytic Geometry, or Advanced Mathematics for business. An additional (4th) math credit may be required.
Science	One additional credit from Physical Science, Biology I and II, Chemistry I and II or Physics I and II.	A minimum of one additional credit may be required for a specific Tech-Prep program.
Fine Arts	1/2 credit minimum	As appropriate.
Speciality	N/A	A specified coherent sequence of technology courses required for a specific Tech-Prep program.
Electives	2 1/2	As appropriate.

Online Learning Opportunities

Grayson College acknowledges the changing environments in which students learn and strives to provide enriched educational experiences and opportunities. Internet-based courses, both fully-online and hybrid, offer students an alternative to the traditional classroom by providing convenient ways to earn college credit. Distance Learning students use their personal computers and/or on-campus computer labs for course content, discussions, exams, and communication with instructors and classmates. Students enrolled in fully-online may visit the campus for orientation, conferences with the instructor, and some exams. Instructors are available for telephone and personal conferences and may also be contacted via email.

Fully Distance Education Courses online - A course which may have mandatory face to face sessions totaling no more than 15% of the instructional time. Examples of face-to-face sessions include orientation, laboratory, exam review, or an in-person test.

Hybrid/Blended Course - A course in which a majority (more than 50 percent but less t han 85 percent) of the planned instruction occurs when the students and intructor(s) are not in the same place.

Both fully-online and hybrid courses offer the same quality and learning experiences and require the same time commitment as traditional, face-to-face courses but with added flexibility. Full college credit is awarded upon successful completion of internet-based courses and credit hours are equivalent to those offered on campus.

Please visit our website at www.grayson.edu for our latest schedule of fully-online and hybrid courses. Fully-online courses will include *INT* or similar designation in the section number. Hybrid courses will contain *HYB* or similar designation in the section number.

Please note that some fully-online courses require on-campus or proctored testing. Consult the course syllabus for complete details.

Getting Started

To take a fully-online or hybrid course, students will need a computer with Internet access. If applicable, additional hardware and/or software requirements will be listed in the syllabus.

Students will be able to access their online courses the same day classes begin on campus. Instructors are available for telephone and personal conferences and may also be contacted via email.

College Support for Online Learners

Academic Advising

For help with individual learning plans, course selection, prerequisites, transfer credits, and more, call 903-463-8695. For more information or for a schedule of hours, please visit http://www.grayson.edu/website/ApplyNow/academicCounseling.aspx.

Bookstore

Purchase your materials at the College Bookstore.

Counseling

Assistance is available in the areas of career guidance, time management, test anxiety, study skills, or personal problems interfering with your academic progress. For an appointment, call 903-463-8695.

Financial Aid and Veteran Benefits

Grants, student loans, and/or exemptions, vouchers, VA benefits, and scholarships are available to assist eligible students with college expenses. Call 903-463-8794 or visit http://www.grayson.edu/FinancialAid/indel.html

Helpdesk

Assistance is available to answer questions about your course, help you contact your instructor, and provide course navigation instructions. In addition, technical assistance is available to help work through any technology-related barriers that may come up during the online experience. Call 903-463-8788 or email helpdesk@grayson.edu. Additional information is available by clicking on the Help Desk icon at www.grayson.edu.

Library

The Grayson College Library provides online access to a variety of databases that can be accessed off-campus. Those databases are available at: http://www.grayson.edu/Website/College Resources/electronicDatabases.aspx.

Orientation

The Grayson College Library hosts several Canvas orientation sessions at the beginning of each semester for students who can come to the campus. Login information, various help documents, and instructional/technical support can be found by clicking on the Help Desk icon on the Grayson homepage at www.grayson.edu. In addition, students can call 903-463-8788 or email helpdesk@grayson.edu for additional assistance.

Tutoring

Tutors help students prepare for tests, learn new concepts, improve study techniques, and answer questions about assignments. Tutoring services are available online and on campus. For more information, call 903-463-8751.

Grayson College Graduate Guarantee

Transfer Guarantee

Grayson College guarantees that courses taken at the College, selected from an official degree plan, will transfer to any selected public-supported college or university in Texas. When a student and an authorized counselor or division dean signs a document listing the student's course of study for a program, this document is considered an official degree plan. If a student takes courses accordingly, and he/she is not accepted at the public-supported college or university, Grayson College will offer to the student, from curriculum as shown in the appropriate edition of the College Catalog, alternate courses that are acceptable, without the cost of tuition/fees to the student.

The College will make this guarantee for all new college students who file an official degree plan with the College Counseling Services Center.

The College will make this guarantee for all presently enrolled students after an authorized advisor or division dean reviews an up-to-date transcript and develops an official degree plan, presented by the student to the College Counseling Services.

In the event of a dispute over the transferability of a Grayson College course at a state-supported college or university, the student must notify Grayson College. If the College cannot resolve the dispute with the college or university, then Grayson College will provide the student — within one year from the time of the dispute — alternate and appropriate courses without the cost of tuition/fees.

Employment Guarantee

If an Associate of Applied Science (A.A.S.) graduate or graduate of a certificate program is judged by his/her employer to be lacking in technical job skills identified as exit competencies for his/her specific degree or certificate programs, the graduate will be provided up to 9 tuition/fee-free credit hours of additional skill training by Grayson College (GC) under the conditions of the guarantee policy. Special conditions which apply to the guarantee include the following:

1. The student must earn his/her degree/certificate in an occupational program listed in the Grayson College catalog of 1993 spring semester or later.
2. The graduate must have completed the A.A.S. degree or certificate at GC (with a majority of credits being earned at GC) and must have completed the degree/certificate within a four-year time span.
3. The student must be employed full-time within 6 months after graduation in an occupation directly related to the specific program completed at Grayson College.
4. The employer must certify in writing that the student lacks the entry-level job skills identified as such by Grayson College for the program in which he/she is enrolled. The employer must specify the areas of deficiency within 90 days of initial employment.

5. The employer, graduate, division dean, and appropriate faculty member will develop a written educational plan for retraining.
6. Retraining will be limited to 9 credit hours related to the identified skill deficiency and to those classes regularly scheduled during the period covered by the retraining plan.
7. All retraining must be completed within a calendar year from the time the educational plan is agreed upon.

Wireless Access

Grayson College has implemented wireless hotspot access at many locations around the main campus, including the residence halls. Individuals may access the wireless network by using a laptop, notebook, or PDA equipped with a wireless network card supporting either the 802.11B or 802.11G standards.

Early Technical Credit

Early Technical Credit is an initiative of by the college to encourage cooperative efforts between secondary and post-secondary institutions to provide articulated career pathways to employment for students existing from these institutions. A technical articulated career pathway is a six-year plan of courses, beginning with grade nine in the secondary school and continuing through the two-year associate degree program in the community college. Tech Prep programs are designed to prepare a high quality workforce that meets current and future regional labor market demands by ensuring that students exit high school and/or community college with marketable skills and the credentials to pursue higher education.

Grayson College is actively involved in developing and providing Tech Prep associate degree programs in cooperation with the area independent school districts. Tech Prep programs that are currently implemented include Accounting, Business & Management, Child Development, Collision Repair Technology, Culinary Arts, Computer Maintenance, Advanced Manufacturing, Computer Software & Systems Technology, Criminal Justice, Heating, Air Conditioning & Refrigeration Technology, Office & Computer Technology, and Welding Technology.

The steps a student should follow to participate in Early Technical Credit are:

Pick a career path from one of the occupational clusters while in high school.

Register while in high school to take Tech Prep course work.

Criteria for the award of articulated credit through a high school Tech Prep program:

Students must earn at least a grade of “B” in the courses articulated.

College credit for articulated course(s) will be posted with a grade of “P” to the student’s college transcript after the 12th class day of the student’s first semester at Grayson College.

Early technical credit must be finalized no later than two years after high school graduation. If you have any questions or would like more information about receiving this articulated credit, please contact the Admissions Office.

Academic Instruction Division

Academic Instruction is made up of the following four departments: Arts and Humanities, Biological and Physical Sciences, Mathematics and Engineering, and Kinesiology and Education. Each Associate’s degree offered in this division contains a 42-hour core in general education. Objectives of the division include developing in students an appreciation of the creative process, the ability to think critically, the ability to communicate effectively, a desire for lifelong learning, and a humanitarian passion for truth and reason.

Courses offered in the division are designed primarily for transfer. Many courses such as art, music, language, philosophy, humanities, theatre, and a variety of workshops serve a dual purpose. They are available for students planning to transfer to a university, and are also available to members of the community who wish to broaden their educational experience.

A goal of the College is to assure the transferability of its courses; however, because of the diversity of the population served by the College, a community-based institution, students planning to transfer courses to a university or four-year college should take the responsibility of discussing their plans with a counselor from their university-of-choice and a counselor on campus.

Workforce Education Division

The Workforce Education Division consists of three departments: Career and Human Services, Advanced Manufacturing, and Business and Technology. These departments will provide basic instruction and adequate comprehensive pre-employment training for students preparing for positions in industry that require high degrees of skill and technical knowledge.

Curricula in these departments meet the needs of four groups of students:

1. Students who plan to transfer to senior colleges or universities at the end of two years to receive a baccalaureate degree.
2. Students in Industrial Technologies who will seek employment after 2 years of study.
3. Students in certificate programs who will seek employment at the end of one semester or 1-year of study.
4. Students already employed who are seeking possible promotional opportunities to comply with their employer's training requirements.

Center for Workplace Learning

The Center for Workplace Learning (CWL) represents all continuing education activities at Grayson College. The purpose is to provide customer-centered, community connected and quality-driven workplace learning solutions to provide the Texoma region with a globally competitive workforce. We strive to promote partnerships between education, industry and government to provide world-class education and training opportunities throughout the Texoma region. Customized training classes for business and industry as well as scheduled continuing education courses are offered year-round through the CWL at Grayson College.

Health Science Division

The philosophy and purpose of the Health Science Division reflect not only those of the College, but also focus on the specific areas of knowledge required for Associate Degree Nursing, Vocational Nursing, Dental Assisting, Medical Laboratory Technology, Emergency Medical Services, and Radiologic Technology. Through specifically designed curricula, students may be able to write the applicable examinations for registry, licensure or certification required by each health-related occupation. After successful completion of all requirements, graduates are readily employable or eligible to continue on a pathway to an advanced certificate or degree.

Adult Education and Literacy

Grayson College is the fiscal agent for an adult education program provided through a partnership with the Texas Workforce Commission. Funded by federal and state grants, these free classes are offered in a variety of locations in the following three counties –Grayson, Fannin, and Cooke. Both day and evening classes are available for students age eighteen and older. The classes meet throughout the calendar year, including the summer months.

Highly qualified and caring teachers assist students with achieving their personal educational and/or employment goals. By utilizing a student-centered approach to learning, the classes are tailored to each student's learning style. Students' progress at their own rate and can attend more than one class. Flexible scheduling around work hours or other commitments is available at some locations, as well as distance education assistance.

The components of this adult program include the following :

- Refresher classes to prepare for college, skills training, or employment advancement
- High School Equivalency preparatory classes (GED, HiSet)
- English as a Second Language (ESL) classes for all levels of adult learners
- Basic to advanced instruction in reading, math, and language
- Transition programs to college or work, including Math TSI class
- Basic computer skills, including accessing the internet
- Counseling referrals for college enrollment and tuition assistance
- Workplace focused instruction for area businesses
- Distance education by internet or DVD to supplement classroom hours

Please call 903-463-8784 for class information.

Last updated: 03/20/2019

Grayson College
6101 Grayson Drive (Hwy. 691) Denison, TX 75020
(903) 465-6030

Accounting

Overview

Every organization profit or non-profit, large or small needs an accountant. The accounting program at Grayson College prepares students for entry level positions in CPA firms, small businesses, manufacturing firms, banks, hospitals, school systems churches, and governmental agencies.

The Associate of Applied Science Degree and the one-year certificate in accounting are designed to provide students with the knowledge and the skills necessary for employment and growth in the accounting profession. Using the "language of business," accountants assemble and analyze, process and communicate essential information about financial operations.

Course Requirements

Grayson College requires that you have a high school diploma or equivalent. The Associate of Applied Science Degree requires that you have met TSI requirements.

Capstone Experience

Graduation with the Associate of Applied Science degree requires successful completion of ACNT 2302, Accounting Capstone. The one-year certificate requires the successful completion of a comprehensive exit exam administered by the Accounting Department. The exam must be completed with at least 70 percent accuracy during the week prior to final exams of the semester in which the coursework is completed.

Local Employers

CIGNA, Wilson N. Jones, TMC, Grayson County offices, TI

AAS Degree Requirements

Associate of Applied Science

Subject	Semester Hours
*ACCT 2301 or ACNT 1303 and ACNT 1304	3
ENGL 1301 (Composition I)	3
BUSI 1301 (Business Principles)	3
ITSW 1304 (Intro to Spreadsheet)	3
BUSG 1304 (Financial Literacy)	3
ACCT 2302 (Principles of Managerial Acct.)	3
MRKG 1311 (Principles of Marketing)	3
BMGT 1327 (Principles of Management)	3
ECON 2301 (Principles of Macroeconomics)	3
BMGT 1305 (Communications in Management)	3
ACNT 1331 (Federal Income Tax - Individual)	3
SPCH 1311 (Intro to Speech) or SPCH 1321 (Business & Professional Comm.)	3
*Mathematics/Life & Physical Science	3
*Language, Philosophy, Culture/Creative Arts	3
ACNT 1311 (Intro to Computerized Acct.)	3
ACNT 1313 (Computerized Accounting Applications)	3
BUSG 2305 (Business Law/Contracts)	3
ACNT 2302 (Accounting Capstone)	3
COSC 1301 (Intro to Computer Science)	3
ACNT 1329 (Payroll and Business Tax Acct.)	3
	60

Students may substitute alternate courses or choose electives under the direction of the division dean. To graduate, students must demonstrate college readiness in reading, writing, and math, as specified in the College's Developmental Education Plan.

Capstone Requirement: All students must complete the required capstone course Accounting Capstone ACNT 2302 to satisfy the requirements for a Capstone experience. The capstone course may not be substituted.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Certificate Degree Requirements

Accounting 1 Year Certificate Programs

Subject	Semester Hours
ACCT 2301 or ACNT 1303 and ACNT 1304	3
ACNT 1311 (Intro to Computerized Acct.)	3
BUSI 1301 (Business Principles)	3
BMGT 1305 (Communications in Management)	3
BUSG 1304 (Financial Literacy)	3
ACCT 2302 (Principles of Managerial Accounting)	3
ACNT 1329 (Payroll and Business Tax Acct.)	3
ACNT 1331 (Federal Income Tax - Individual)	3
ITSW 1304 (Intro to Spreadsheet)	3
ACNT 1313 (Computerized Accounting Applications)	3
	30

Students may substitute alternate courses or choose electives under the direction of the division dean. **Capstone Requirement**: All students must complete the required departmental comprehensive written and practical competency exam prior to graduation to satisfy the requirements for a Capstone experience.

Accounting Marketable Skills Award

Subject	Semester Hours
ACNT 1303 (Intro to Accounting I)	3
ITSW 1304 (Intro to Spreadsheet)	3
ACNT 1313 (Computerized Accounting Applications)	3
	9

Students entering this program need to have basic computer and keyboarding skills. Contact your success coach for more details.

Core

Students earning an Associate of Applied Science Degree at Grayson College must complete fifteen semester hours of a general education core. The core courses are distributed as follows:

Mathematics/Life and Physical Sciences (3 hours)

MATH 1314 College Algebra

MATH 1324 Mathematics for Business & Social Sciences

MATH 1332 Contemporary Mathematics I

MATH 1342 Elementary Statistical Methods

MATH 2312 Pre-Calculus Math

BIOL 1306/1106 Biology for Science Majors I

BIOL 1307/1107 Biology for Science Majors II

BIOL 1308/1108 Biology for Non-Science Majors I

BIOL 1309/1109 Biology for Non-Science Majors II

BIOL 1414 Introduction to Biotechnology I

BIOL 2301/2101 Anatomy & Physiology I
BIOL 2302/2102 Anatomy & Physiology II
BIOL 2404 Anatomy & Physiology (specialized, single-semester course, lecture + lab)
BIOL 2320/2120 Microbiology for Non-Science Majors
BIOL 2321/2121 Microbiology for Science Majors
CHEM 1406 Introductory Chemistry I (lecture + lab, allied health emphasis)
CHEM 1311/1111 General Chemistry I
CHEM 1312/1112 General Chemistry II
GEOL 1301/1101 Earth Sciences for Non-Science Majors I
GEOL 1303/1103 Physical Geology
GEOL 1304/1104 Historical Geology
GEOL 1305/1105 Environmental Science

Social and Behavioral Science (3 hours)

CRIJ 1307 Crime in America
ECON 2301 Principles of Macroeconomics
ECON 2302 Principles of Macroeconomics
GEOG 1303 World Regional Geography
GOVT 2305 Federal Government
GOVT 2306 Texas Government
HIST 1301 United States History I
HIST 1302 United States History II
PSYC 2301 General Psychology
PSYC 2314 Lifespan, Growth & Development
SOCI 1301 Introduction to Sociology
SOCI 1306 Social Problems

Language, Philosophy, Culture/Creative Arts (3 hours)

ARTS 1301 Art Appreciation
DRAM 1310 Stagecraft I
HUMA 1301 Introduction to the Humanities
HUMA 1302 Introduction to the Humanities II
MUSI 1306 Music Appreciation
PHIL 1301 Introduction to Philosophy

Component Area Option (6 hours)

EDUC OR PSYC 1300 Learning Frameworks
SPCH 1311 Introduction to Speech Communication
SPCH 1315 Public Speaking
SPCH 1321 Business & Professional Communication
ENGL 1301 Composition I
ENGL 1302 Composition II
ENGL 2311 Technical and Business Writing
SPAN 1411 Beginning Spanish I
SPAN 1412 Beginning Spanish II
**Any of the courses listed above in the previous Component Areas may be used for the hours toward the Component Area Option.

ACCT 2301 - Principles of Financial Accounting

This course is an introduction to the fundamental concepts of financial accounting as prescribed by U.S. generally accepted accounting principles (GAAP) as applied to transactions and events that affect business organizations. Students will examine the procedures and systems to accumulate, analyze, measure, and record financial transactions. Students will use recorded financial information to prepare a balance sheet, income statement, statement of cash flows, and statement of shareholders' equity to communicate the business entity's results of operations and financial position to users of financial information who are external to the company. Students will study the nature of assets, liabilities, and owners' equity while learning to use reported financial information for purposes of making decisions about the company. Students will be exposed to International Financial Reporting Standards (IFRS).

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

ACCT 2302 - Principles of Managerial Accounting

This course is an introduction to the fundamental concepts of managerial accounting appropriate for all organizations. Students will study information from the entity's accounting system relevant to decisions made by internal managers, as distinguished from information relevant to users who are external to the company. The emphasis is on the identification and assignment of product costs, operational budgeting and planning, cost control, and management decision making. Topics include product costing methodologies, cost behavior, operational and capital budgeting, and performance evaluation.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

Prerequisites:

- ACCT 2301 - Principles of Financial Accounting
- ACNT 1303 - Introduction to Accounting I
- ACNT 1304 - Introduction to Accounting II

ACNT 1303 - Introduction to Accounting I

A study of analyzing, classifying, and recording business transactions in a manual and computerized environment. Emphasis on understanding the complete accounting cycle and preparing financial statements, bank reconciliation, and payroll. (R)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ACNT 1304 - Introduction to Accounting II

A study of accounting for merchandising, notes payable, notes receivable, valuation of receivables and equipment, and valuation of inventories in a manual and computerized environment.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Prerequisites:

- ACNT 1303 - Introduction to Accounting I

ACNT 1311 - Introduction to Computerized Accounting

Introduction to utilizing the computer in maintaining accounting records with primary emphasis on a general ledger package.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 2.0

Prerequisites:

- ACCT 2301 - Principles of Financial Accounting
- ACNT 1303 - Introduction to Accounting I

ACNT 1313 - Computerized Accounting Applications

Use of the computer to develop and maintain accounting record, and to process common business applications for managerial decision-making. (R)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 2.0

Prerequisites:

- ACCT 2301 - Principles of Financial Accounting
- ACNT 1303 - Introduction to Accounting I

ACNT 1329 - Payroll and Business Tax Accounting

A study of payroll procedures, taxing entities, and reporting requirements of local, state, and federal taxing authorities in a manual and computerized environment.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Prerequisites:

- ACCT 2301 - Principles of Financial Accounting
- ACNT 1303 - Introduction to Accounting I

ACNT 1331 - Federal Income Tax: Individual

A study of the federal tax law for preparation of individual income tax returns.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- ACCT 2301 - Principles of Financial Accounting
- ACNT 1303 - Introduction to Accounting I

ACNT 2302 - Accounting Capstone

Allows students to apply broad knowledge of the accounting profession through discipline specific projects involving the integration of individuals and teams performing activities to simulate workplace situations.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Only AAS Accounting majors may enroll In this course. This course should be taken during the semester of graduation.

ACNT 2309 - Cost Accounting

Budgeting, cost analysis, and cost control systems using traditional and contemporary costing methods and theories in decision making

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- ACCT 2301 - Principles of Financial Accounting
- ACNT 1303 - Introduction to Accounting I

Advanced Manufacturing Technology

Overview

Advanced manufacturing technology is used in automated fabrication machinery (robotics) that require skilled technicians to design, program, service and repair. Mechatronics refers to the combination of **mechanics** and **electronics**.

Our hands-on Advanced Manufacturing programs prepare graduates to go to work as an entry-level service technician, diagnosing, servicing and repairing automated systems. Advanced manufacturing skills are also an excellent supplement to related areas such as electronics and engineering.

Course Requirements

Grayson College Admission policies require a high school diploma or equivalent. The AAS requires TSI completion The certificates are TSI exempt.

AAS Degree Requirements

Associate of Science -

Subject	Semester Hours
First Semester	
TECM 1303 (Technical Calculations)	3
EDUC 1300 (Learning Frameworks)	3
*CRIJ 1307 or HIST 1301	3
MATH 1332 (Contemporary Mathematics)	3
*MCHN 1320 (Precision Tools and Measurements)	3
*ELPT 1311 (Fundamentals of Electricity)	3
MCHN 1302 (Print Reading for Machine Trade)	3
ENGL 1301 (Composition I)	3
*ARTS 1301 or PHIL 1301	3
MCHN 1371 (Manufacturing Skills Standards)	3
QCTC 1343 Quality Assurance)	3
*MCHN 1438 (Basic Machine Shop I)	4
MCHN 1454	4
ELPT 2319 (Programmable Logic Controllers I)	3
MCHN 1326 (Intro to Computer Aided Manufacturing)	3
INMT 1391 (Special Topics in Manufacturing Tech.)	3
ELPT 1441 (Motor Control)	4
INMT 2388 (Internship-Manufacturing Technology/ Technician)	6
	60

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Certificate Degree Requirements

Advanced Manufacturing Technician Certificate

Subject	Semester Hours
TECH 1303 (Technical Calculations)	3
MCHN 1320 (Prec Tools & Measure)	3
ELPT 1311 (Basic Electrical Theory)	3
MCHN 1302 (Print Rdng for Mchn)	3
MCHN 1371 (MSSC Local Needs)	3

QCTC 1343 (Quality Assurance)	3
MCHN 1438 (Basic Mch Shop I)	4
MCHN 1454 (Intermediate Machining)	4
ELPT 2319 (PLC'S I)	3
MCHN 1326 (CAM)	3
INMT 1391 (Spec Top in Mfg Technology)	3
ELPT 1441 (Motor Controls)	4
INMT 2388 (Internship Mfg Tech)	3
	42

Basic Manufacturing Technician Certificate

Subject	Semester Hours
TECM 1303 (Technical Calculations)	3
*MCHN 1320 (Prec Tools & Measure)	3
*ELPT 1311 (Basic Electrical Theory)	3
MCHN 1302 (Print Rdng for Mchn)	3
QCTC 1343 (Quality Assurance)	3
*MCHN 1438 (Basic Shop I)	4
	18

(*) asterisk denotes co-requisite classes

Mechatronics Technician Certificate

Subject	Semester Hours
ELPT 1311	3
TECM 1303	3
ELPT 1441	4
ELPT 2319	4
MCHN 1326	3
	16

Capstone Requirement: All students must complete the required departmental comprehensive written and practical competency exam prior to graduation to satisfy the requirements for a capstone experience.

ELPT 1311 - Fundamentals of Electricity

Basic theory and practice of electrical circuits. Includes calculations as applied to alternating and direct current.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 2.0

ELPT 1441 - Motor Control

Operating principles of solid-state and conventional controls along with their practical applications. Includes braking, jogging, plugging, safety interlocks, wiring, and schematic diagram interpretations.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 2.0

ELPT 2319 - Programmable Logic Controllers I

Fundamental concepts of programmable logic controllers, principles of operation and numbering systems as applied to electrical controls.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 2.0

INMT 1391 - Special Topics in Manufacturing Technology

Topics address recently identified current events, skills, knowledge and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

INMT 2388 - Internship- Manufacturing Technology/Technician

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.

Grade Basis: L
Credit hours: 6.0
Lab hours: 20.0

Restrictions:

- Internship of 160 hours required.

MCHN 1302 - Print Reading for Machining Trades

A study of blueprints for machining trades with emphasis on machine drawings.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 2.0

MCHN 1320 - Precision Tools and Measurement

An introduction to the modem science of dimensional metrology. Emphasis on the identification, selection, and application of various types of precision instruments associated with the machining trade. Practice of basic layout and piece part measurements while using standard measuring tools.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

MCHN 1326 - Introduction to Computer Aided manufacturing

A study of Computer-Aided manufacturing (CAM) software which is used to develop applications in manufacturing. Emphasis on tool geometry, tool selection and the tool library.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 2.0

MCHN 1371 - Manufacturing Skills Standards Council Certification

A course that is focused on the core skills and knowledge needed by the nation's front-line production and material handling workers. Addresses core technical competencies of higher skilled production workers in all sectors of manufacturing (Safety, Quality Practices & Measurement, and Manufacturing Processes & Production)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 2.0

MCHN 1438 - Basic Machine Shop I

A course that introduces the student to machining fundamentals. The student will use basic machine tools including the lathe, milling machine, drill press, power saw, and bench grinder. Machine terminology, theory, math, part layout, and bench work using common measuring tools is included. Emphasis is placed on shop safety, housekeeping, and preventative maintenance.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 6.0

QCTC 1343 - Quality Assurance

Principles and applications designed to introduce quality assurance. Covers the benefits and applications of quality assurance, proficiency in the use of the tools of quality assurance, application of sampling techniques, evaluation of quality assurance standards, performance of system audits and implementation of a corrective and preventative action plan.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

TECM 1303 - Technical Calculations

Specific mathematical calculations required by business, industry, and health occupations. Solve technical math problems using addition, subtraction, multiplication, and division; convert between whole numbers, fractions, mixed numbers, and decimals; perform calculations involving percent, ratios, and proportions; and convert numbers to different units of measurement (standard and/or metric).

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Agricultural Science

Overview

A graduate with an AS in Agricultural Sciences should possess competencies in basic economics and management, plant and animal operations, pest control, production and utilization of plant and animal products, marketing and food sciences. The ultimate goal is to provide clear pathways for transfer for students to complete their BS in either a general BS in Ag Sciences and/or specialize in any number of ag science fields.

AS Degree Requirements

Associate of Science - Agricultural Sciences

Subject	Semester Hours
ENGL 1301	3
American History Core	3
Mathematics Core	3
Agricultural Sciences Elective	3
Agricultural Sciences Elective (lab)	1
Life & Physical Science Core	3
Life & Physical Science Core lab (CAO)	1
Communication Core	3
American History Core	3
Language, Philosophy, & Cultural Core	3
Agricultural Sciences Elective	3
Agricultural Sciences Elective (lab)	1
Agricultural Sciences Elective	3
Creative Arts Core	3
Life & Physical Sciences Core	3
Life & Physical Sciences Core Lab (CAO)	1
Government/Political Sciences Core	3
Social & Behavioral Sciences Core	3
Component Area Option Core	1
Agricultural Sciences Elective	3
Component Area Option Core	3
Agricultural Sciences Elective (lab)	1
Government/Political Science Core	3
Agricultural Sciences Elective	3
	60

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Core

Students earning an Associate of Arts, Associate of Science, or Associate of Arts in Teaching Degree at Grayson College must complete 42 hours of a state mandated Core Curriculum in addition to major courses and electives in their particular area of interest. Following are the Core Curriculum Component Areas. Click here for allowable courses within each component area.

Component Areas	Required Hours
010 Communication	6
020 Mathematics	3
030 Life and Physical Sciences	6
040 Language, Philosophy, and Culture	3
050 Creative Arts	3
060 American History	6
070 Government/Political Science	6

080 Social and Behavioral Sciences	3
090 Component Area Option	6
Total	**42**

AGRI 1315 - Horticulture (Lecture)

Structure, growth, and development of horticultural plants. Examination of environmental effects, basic principles of reproduction, production methods ranging from outdoor to controlled climates, nutrition , and pest management.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

AGRI 1115 - Horticulture Lab

This laboratory-based course accompanies AGRI 13 15. Laboratory activities will reinforce the structure, growth, and development of horticultural plants. Examination of environmental effects, basic principles of reproduction, production methods ranging from outdoor to controlled climates, nutrition, and pest management.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

AGRI 1319 - Introductory Animal Science

Scientific animal production and the importance of livestock and meat industries. Selection, reproduction, nutrition, management, and marketing of livestock.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

AGRI 1119 - Introductory Animal Science Lab

This laboratory-based course accompanies AGRI 1319 Introductory Animal Science (lecture). Laboratory activities will reinforce scientific animal production and the importance of livestock and meat industries. Selection, reproduction, nutrition, management, and marketing of livestock.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

AGRI 2317 - Intro to Agricultural Economics

Fundamental economic principles and their application in the agricultural industry.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

AGRI 2321 - Livestock Evaluation

Evaluation and grading of market cattle, swine, sheep, and goats and their carcasses and wholesale cuts. Emphasis will be placed on value determination. Selection and evaluation of breeding cattle, sheep, swine, and goats with emphasis on economically important traits.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

AGRI 1329 - Principles of Food Science

Biological and scientific aspects of modem industrial food supply systems. Food classification, modem processing, nutritional quality, and quality control.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

AGRI 2330 - Wildlife Conservation and Management

Principles and practices used in the production and improvement of wildlife resources. Aesthetic, ecological, and recreational uses of public and private lands.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Applied Mathematics

Overview

Program Description

To paraphrase Galileo, "Mathematics is the language in which the laws of nature are written" and the laws of society and economics as well. In recent years, applications of mathematics have expanded far beyond the traditional boundaries of physics, chemistry, and engineering. Biologists, sociologists, economists, psychologists, and even historians and lawyers have reached out to mathematicians in their quest for indisputable conclusions and novel methods of investigation. Thus, pure and applied mathematicians are and always will be in demand.

Grayson College offers an Associate of Science in Mathematics. This program opens the door to an attractive future for students who want to prepare for careers in fields requiring a solid background in quantitative analysis, transfer to university, or to teach mathematics at various levels.

Program Mission Statement

The Department of Mathematics seeks to ensure that all students are given a basic understanding of mathematical reasoning and some experience of its application. More advanced techniques and interpretative skills are taught to those whose chosen disciplines require them. The Mathematics Department offers courses of study that initiate students into the active practice and use of mathematics. Mathematics majors are provided with the background necessary to pursue careers in industry, to teach in the secondary schools, or to succeed in further study.

Program Philosophy

It is the belief of the Mathematics staff of Grayson College that mathematics is one of the fundamental skills of learning. The basics of mathematics, along with other essential communication skills, are ingredients that cannot be excluded from any student's formal training. We recognize qualitative literacy as being necessary for survival in a rapidly changing technological society. It is therefore agreed that despite the differences that exist in learning potential or individual student's achievement, there are certain common goals for all students in mathematics: the development of problem-solving and critical thinking skills; the facility to analyze data, make quantitative and qualitative comparisons, identify trends, and make valid conclusions and predictions; the capacity to make estimates and recognize reasonable results. We regard the skills of mathematics as part of being an educated person and critical to academic training and employment. Furthermore, we consider cooperation with the community, industry, and those in higher education essential in the development and delivery of a mathematics program which effectively educates our citizens and communicates the need for this education to all.

AS Degree Requirements

Associate of Science - Mathematics

Subject	Semester Hours
ENGL 1301 (Composition I)	3
Mathematics Core	3
Creative Arts Core	3
Mathematics Elective	3
Language, Philosophy, & Cultural Core	3
Component Area Option Core	4
Communication Core	3
American History Core	3
American History Core	3
Social & Behavioral Sciences Core	3
Math 2414	4
Mathematics Elective	3
Life & Physical Sciences Core	3
Life & Physical Sciences Lab (CAO)	1
Government/Political Science Core	3

Academic Elective	1
Mathematics Elective	4
Mathematics Elective	3
Life & Physical Sciences Core	3
Life & Physical Sciences Lab (CAO)	1
Government/Political Science Core	3
	60

Students are encouraged to select electives that meet the graduation requirement of the senior institution.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Core

Students earning an Associate of Arts, Associate of Science, or Associate of Arts in Teaching Degree at Grayson College must complete 42 hours of a state mandated Core Curriculum in addition to major courses and electives in their particular area of interest. Following are the Core Curriculum Component Areas. Click here for allowable courses within each component area.

Component Areas	**Required Hours**
010 Communication	6
020 Mathematics	3
030 Life and Physical Sciences	6
040 Language, Philosophy, and Culture	3
050 Creative Arts	3
060 American History	6
070 Government/Political Science	6
080 Social and Behavioral Sciences	3
090 Component Area Option	6
Total	**42**

MATH 0120 - Mathematical Literacy Lab

This course is designed to supplement the concepts learned in MATH 1332 and MATH 1342.

Grade Basis: L
Credit hours: 1.0
Lab hours: 1.0

Restrictions:

- Must take with MATH 1332 or MATH 1342

MATH 0240 - Transition to College Algebra Lab

This course is designed to supplement the concepts learned in Math 1314

Grade Basis: L
Lab hours: 2.0

Restrictions:

- Concurrent enrollment in MATH 1314 is required.

MATH 0420 - Mathematical Literacy for College Students

The course supports students in developing skills, strategies, and reasoning needed to succeed in mathematics, including communication and appropriate use of technology. Topics include the study of numeracy and the real number system; algebraic concepts, notation, and reasoning; quantitative relationships; mathematical models; and problem solving.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 4.0
Lab hours: 1.0

Restrictions:

- A grade of C or better must be earned to progress to a Math course that uses this course as a prerequisite.

MATH 1314 - College Algebra

In-depth study and applications of polynomial, rational, radical, exponential and logarithmic functions, and systems of equations using matrices. Additional topics such as sequences, series, probability, and conics may be included.

Grade Basis: ALP
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- A grade of C or better must be earned to progress to a Math course that uses this course as a prerequisite.

MATH 1316 - Plane Trigonometry

In-depth study and applications of trigonometry including definitions, identities, inverse functions, solutions of equations, graphing, and solving triangles. Additional topics such as vectors, polar coordinates and parametric equations may be included.

Grade Basis: ALP
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- MATH 1314 - College Algebra

Restrictions:

- A grade of C or better must be earned to progress to a Math course that uses this course as a prerequisite.
- Two years of high school algebra or MATH 1314.

MATH 1324 - Mathematics for Business and Social Sciences I

The application of common algebraic functions, including polynomial, exponential, logarithmic, and rational, to problems in business, economics, and the social sciences are addresses. The application include mathematics of finance, including simple and compound interest and annuities; systems of linear equations; matrices; linear programming, and probability, including expected value.

Grade Basis: ALP
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Prerequisite: Meet TSI college-readiness standard for mathematics; or equivalent
- A grade of C or better must be earned to progress to a math course that uses this course as a prerequisite.

MATH 1325 - Mathematics for Business and Social Sciences II

This course is the basic study of limits and continuity, differentiation, optimization and graphing, and integration of elementary functions, with emphasis on applications in business, economics, and social sciences. This course is not a substitute for MATH 2413 Calculus I.

Grade Basis: ALP
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- MATH 1314 - College Algebra
- MATH 1324 - Mathematics for Business and Social Sciences I

MATH 1332 - Quantitative Reasoning

Intended for Non STEM (Science, Technology, Engineering, and Mathematics) majors. Topics include introductory treatments of sets and logic, financial mathematics, probability and statistics with appropriate applications. Number sense, proportional reasoning, estimation, technology, and communication should be embedded throughout the course. Additional topics may be covered

Grade Basis: ALP
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Prerequisite: Meet TSI College-readiness standard for mathematics; or equivalent.

MATH 1342 - Elementary Statistical Methods

Collection, analysis, presentation and interpretation of data, and probability. Analysis includes descriptive statistics, correlation and regression, confidence intervals and hypothesis testing. Use of appropriate technology is recommended. (RM)

Grade Basis: ALP
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- A grade of C or better must be earned to progress to a Math course that uses this course as a prerequisite.
- Prerequisites: Meet TSI College-readiness standard for mathematics; or equivalent.

MATH 1350 - Mathematics for Teachers I

This course is intended to build or reinforce a foundation in fundamental mathematics concepts and skills. It includes the conceptual development of the following: sets, functions, numeration systems, number theory, and properties of the various number systems with an emphasis on problem solving and critical thinking.

Grade Basis: ALP
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- MATH 1314 - College Algebra

Restrictions:

- A grade of C or better must be earned to progress to a Math course that uses this course as a prerequisite.

MATH 1351 - Mathematics for Teachers II

This course is intended to build or reinforce a foundation in fundamental mathematics concepts and skills. It includes the concepts of geometry, measurement, probability, and statistics with an emphasis on problem solving and critical thinking.

Grade Basis: ALP
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- MATH 1314 - College Algebra

Restrictions:

- A grade of C or better must be earned to progress to a Math course that uses this course as a prerequisite.

MATH 2305 - Discrete Mathematics

A course designed to prepare math, computer science, and engineering majors for a background in abstraction, notation, and critical thinking for the mathematics most directly related to computer science. Topics include: logic, relations, functions, basic set theory, count ability and counting arguments, proof techniques, mathematical induction, combinatorics, discrete probability, recursion, sequence and recurrence, elementary number theory, graph theory, and mathematical proof techniques.

Grade Basis: ALP
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- MATH 2413 - Calculus I

MATH 2312 - Pre-Calculus Math

In-depth combined study of algebra, trigonometry, and other topics for calculus readiness.

Grade Basis: ALP
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Prerequisites:

- MATH 1314 - College Algebra

Restrictions:

- A grade of C or better must be earned to progress to a Math course that uses this course as a prerequisite.

MATH 2318 - Linear Algebra

Introduces and provides models for application of the concepts of vector algebra. Topics include finite dimensional vector spaces and their geometric significance; representing and solving systems of linear equations using multiple methods, including Gaussian elimination and matrix inversion; matrices; determinants; linear transformations; quadratic forms; eigenvalues and eigenvector; and applications in science and engineering.

Grade Basis: ALP
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- MATH 2413 - Calculus I

MATH 2320 - Differential Equations

Ordinary differential equations, including linear equations, systems of equations, equations with variable coefficients, existence and uniqueness of solutions, series solutions, singular points, transform methods, and boundary value problems; application of differential equations to real-world problems.

Grade Basis: ALP
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Prerequisites:

- MATH 2414 - Calculus II

MATH 2413 - Calculus I

Limits and continuity; the Fundamental Theorem of Calculus; definition of the derivative of a function and techniques of differentiation; applications of the derivative to maximizing or minimizing a function; the chain rule, mean value theorem, and rate of change problems; curve sketching; definite and indefinite integration of algebraic, trigonometric, and transcendental functions, with an application to calculation of areas.

Grade Basis: ALP
Credit hours: 4.0
Lecture hours: 4.0

Prerequisites:

- MATH 2312 - Pre-Calculus Math

Restrictions:

- A grade of C or better must be earned to progress to a math course that uses this course as a prerequisite.

MATH 2414 - Calculus II

Differentiation and integration of transcendental functions; parametric equations and polar coordinates; techniques of integration; sequences and series; improper integrals

Grade Basis: ALP
Credit hours: 4.0
Lecture hours: 4.0

Prerequisites:

- MATH 2413 - Calculus I

Restrictions:

- A grade of C or better must be earned to progress to a Math course that uses this course as a prerequisite.

MATH 2415 - Calculus III

Advanced topics in calculus, including vectors and vector-valued functions, partial differentiation, Lagrange multipliers, multiple integrals, and Jacobians; application of the line integral, including Green's Theorem, the Divergence Theorem, and Stokes' Theorem.

Grade Basis: ALP
Credit hours: 4.0
Lecture hours: 4.0

Prerequisites:

- MATH 2414 - Calculus II

PHED 1164 - Introduction to Physical Fitness & Sport

Orientation to the field of physical fitness and sport. Includes the study and practice of activities and principles that promote physical fitness

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

COSC 1336 - Program Fundamentals I

Introduces the fundamental concepts of structured programming. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Arts & Humanities

Overview

The Fine Art Associate of Arts degree at Grayson College is designed for transfer to four-year institutions and is part of the **Arts & Humanities Career Pathway**. All students are advised to counsel with the university/college of their choice to determine which courses offered at Grayson College are applicable to that institution's bachelor's degree in their desired major.

AA Degree Requirements

Associate of Arts - Fine Art

Subject	Semester Hours
ENGL 1301	3
American History Core	3
Mathematics Core	3
Arts Elective	3
Arts Elective	3
Communication Core	3
American History Core	3
Creative Arts Core	3
Arts Elective	3
Arts Elective	3
Government/Political Science Core	3
Life & Physical Sciences Core	3
Life & Physical Sciences Lab (CAO)	1
Social/Behavioral Science Core	3
Component Area Option	3
Arts Elective	3
Government/Political Science Core	3
Component Area Option	1
Langage, philosophy, & Culture Core	3
Life & Physical Sciences Core	3
Life & Physical Sciences Lab (CAO)	1
Arts Elective	3
	60

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Core

Students earning an Associate of Arts, Associate of Science, or Associate of Arts in Teaching Degree at Grayson College must complete 42 hours of a state mandated Core Curriculum in addition to major courses and electives in their particular area of interest. Following are the Core Curriculum Component Areas. Click here for allowable courses within each component area.

Component Areas Required Hours

Component Areas	Required Hours
010 Communication	6
020 Mathematics	3
030 Life and Physical Sciences	6
040 Language, Philosophy, and Culture	3
050 Creative Arts	3
060 American History	6
070 Government/Political Science	6

080 Social and Behavioral Sciences	3
090 Component Area Option	6
Total	**42**

ARTS 1301 - Art Appreciation

A general introduction to the visual arts designed to create an appreciation of the vocabulary, media, techniques, and purposes of the creative process. Students will critically interpret and evaluate works of art within formal, cultural, and historical contexts.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Report Required

ARTS 1303 - Art History I

A chronological analysis of the historical and cultural contexts of the visual arts from prehistoric times to the 14th century.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Paper Required

ARTS 1304 - Art History II

A chronological analysis of the historical and cultural contexts of the visual arts from the 14th century to the present day.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Paper Required

ARTS 1311 - Design I

An introduction to the fundamental terminology, concepts, theory, and application of two-dimensional design.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

ARTS 1312 - Design II

An introduction to the fundamental terminology, concepts, theory, and application of three-dimensional design.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

ARTS 1313 - Foundations of Art

Introduction to the creative media designed to enhance artistic awareness and sensitivity through the creative and imaginative use of art materials and tools. Includes art history and cluture through the exploration of a variety of art works with an emphasis on aesthetic judgment and growth.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

ARTS 1316 - Drawing I

A foundation studio course exploring drawing with emphasis on descriptive, expressive and conceptual approaches. Students will learn to see and interpret a variety of subjects while using diverse materials and techniques.
Course work will facilitate a dialogue in which students will engage in critical analysis and begin to develop their understanding of drawing as a discipline.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

Restrictions:

- Outside Work Required

ARTS 1317 - Drawing II

A studio course exploring drawing with continued emphasis on descriptive, expressive and conceptual approaches. Students will further develop the ability to see and interpret a variety of subjects while using diverse materials and techniques. Course work will facilitate a dialogue in which students will employ critical analysis to broaden their understanding of drawing as a discipline.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

Prerequisites:

- ARTS 1316 - Drawing I

ARTS 1325 - Art for Non-Art Majors

Drawing and painting for non-art majors.

Grade Basis: AL
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

ARTS 2311 - Design III

Elements and principles of art using two- and three dimensional concepts.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

Restrictions:

- Outside Work Required

ARTS 2316 - Painting I

Exploration of ideas using painting media and techniques.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

ARTS 2317 - Painting II

Exploration of ideas using painting media and techniques.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

ARTS 2323 - Life Drawing I

Basic study of the human form.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

ARTS 2326 - Sculpture I

Exploration of ideas using sculpture media and techniques.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

ARTS 2333 - Printmaking I

Exploration of ideas using various printmaking processes.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

ARTS 2346 - Ceramics I

Exploration of ideas using basic ceramic processes.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

Restrictions:

- Outside Work Required

ARTS 2347 - Ceramics II

Exploration of ideas using basic ceramic processes.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

Restrictions:

- Outside Work Required

ARTS 2366 - Watercolor I

Exploration of ideas using water-based painting media and techniques.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

Restrictions:

- Outside Work Required

ARTS 2389 - Academic Cooperative

An instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of studio art and/or art history.

Grade Basis: L

Athletic Training

Overview

The Athletic Training AS degree at Grayson College is designed for transfer to four-year institutions and can lead to a bachelor's degree in sports management, physical education, physical therapy assistant, and other various degrees related to health and fitness.

Students are advised to counsel with the university/college of their choice to determine if all courses recommended by Grayson College are applicable to that institution's Athletic Training degree program.

AS Degree Requirements

Athletic Training

Subject	Semester Hours
ENGL 1301 (Comp I)	3
MATH 1314 (College Algebra)	3
HIST 1301 (U.S. History I)	3
EDUC/PSYC 1300 (Learning Frameworks)	3
PHED 2356 (Care & Prevention of Athletic Injuries)	3
*ENGL 1302 (Comp II) or SPCH 1311 (Intro to Spch Comm)	3
BIOL 1306 (Biology I)	3
BIOL 1106 (Biology I Lab)	1
*MUSI 1306 (Music Appreciation) ARTS 1301 (Art Appreciation)	3
GOVT 2305 (Federal Government)	3
PHED 1301 (Foundations of Kinesiology)	3
BIOL 2301 (Anatomy & Physiology I Lecture)	3
BIOL 2101 (Anatomy & Physiology I Lab)	1
HIST 1302 (U.S. History II)	3
PHED 1306 (First Aid)	3
PHED 1164 (Intro to Physical Fitness & Sports)	1
*SOCI 1301 (Intro to Sociology) or PSYC 2301 (General Psych.)	3
GOVT 2306 (Texas Government)	3
PHED 1308 (Sports Officiating I)	3
PHED 1304 (Personal & Community Health I)	3
PHED 1346 (Drug Use & Abuse)	3
	60

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Core

Students earning an Associate of Arts, Associate of Science, or Associate of Arts in Teaching Degree at Grayson College must complete 42 hours of a state mandated Core Curriculum in addition to major courses and electives in their particular area of interest. Following are the Core Curriculum Component Areas. Click here for allowable courses within each component area.

Component Areas	Required Hours
010 Communication	6
020 Mathematics	3
030 Life and Physical Sciences	6
040 Language, Philosophy, and Culture	3

050 Creative Arts	3
060 American History	6
070 Government/Political Science	6
080 Social and Behavioral Sciences	3
090 Component Area Option	6
Total	**42**

PHED 1346 - Drug Use and Abuse

Study of the use, misuse and abuse of drugs and other harmful substances in today's society. Physiological, sociological, pharmacological and psychological factors will be emphasized.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

PHED 1110 - General Activities

Fundamental instruction and participation in individual and team sports, including tennis, basketball, volleyball, and weight lifting.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 1111 - Slimnastics

Exercise course which includes physical self-improvement through total fitness, physical fitness, and body improvement.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 1112 - Weight Training and Conditioning

Introduction to basic conditioning exercises with primary instruction on proper stretching, weight lifting techniques, and aerobic conditioning methods.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 1115 - Volleyball/Basketball

Rules, skills, techniques, and strategies of the two sports. Individual skills and team concepts. Emphasis on league and recreation utilization of the two sports.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 1116 - Jogging and Conditioning

Designed to improve one’s fitness level including strength, muscular endurance, running techniques, etc.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 1130 - Beginning Bowling

Scoring, rules of etiquette, basic skills, and recreational opportunities in community life.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 1131 - Intermediate Bowling

Advanced skills, spare bowling, various types of ball delivery.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.
- Beginning Bowling or consent of division director.

PHED 1132 - Advanced Bowling

Designed to further enhance individual bowling skills beyond technique and toward overall strategy of the game. Prerequisite: Intermediate Bowling or consent of division coordinator.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 1142 - Varsity Sports I

Presentation of current scientific and technical information related to a particular activity with emphasis on developing health and skill related fitness, as well as fundamental skills.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 1144 - Varsity Conditioning I

This course offers development of skills and personal potential for student athletes interested in improving their performance or preparing for further competition at the upper collegiate level.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 1164 - Introduction to Physical Fitness & Sport

Orientation to the field of physical fitness and sport. Includes the study and practice of activities and principles that promote physical fitness

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 1301 - Foundations of Kinesiology

The purpose of this course is to provide students with an introduction to human movement that includes the historical development of physical education, exercise science, and sport. This course offers the student both an introduction to the knowledge base, as well as information on expanding career opportunities.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Theory Course

PHED 1304 - Personal & Community Health I

Investigation of the principles and practices in relation to personal and community health.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Theory Course

PHED 1306 - First Aid

Instruction and practice for emergency care. Designed to enable students to recognize and avoid hazards within their environment, to render intelligent assistance in case of accident or sudden illness, and to develop skills necessary for the immediate and temporary care of the victim. Successful completion of the course may enable the student to receive a certificate from a nationally recognized agency.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Theory Course

PHED 1308 - Sports Officiating I

The purpose of the course is to study officiating requirements for sports and games with an emphasis on mechanics, rule interpretation, and enforcement.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Theory Course

PHED 1321 - Coaching/Sports/Athletics

Study of the history, theories, philosophies, rules, and terminology of competitive sports. Includes coaching techniques.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Theory Course

PHED 1338 - Concepts of Physical Fitness

Concepts and use of selected physiological variables of fitness, individual testing and consultation, and the organization of sports and fitness programs.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Theory Course

PHED 1346 - Drug Use & Abuse

Study of the use, misuse and abuse of drugs and other harmful substances in today's society. Physiological, Sociological, Pharmacological and Psychological factors will be emphasized.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

PHED 2111 - Yoga.

Exercise course which includes instruction and participation in yoga

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 2112 - Weight Training and Conditioning

Designed to further enhance individual conditioning, stretching, weight lifting techniques, and aerobic conditioning.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 2116 - Jogging, Walking, and Conditioning II

Designed to further enhance one’s fitness level including strength, muscular endurance, running techniques, etc.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 2142 - Varsity Sports II

Presentation of current scientific and technical information related to a particular activity with emphasis on developing health and skill related fitness, as well as fundamental skills.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 2144 - Varsity Conditioning II

This course offers development of skills and personal potential for student athletes interested in improving their performance or preparing for further competition at the upper collegiate level.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 2356 - Care and Prevention of Athletic Injuries

Prevention and care of athletic injuries with emphasis on qualities of a good athletic trainer, avoiding accidents and injuries, recognizing signs and symptoms of specific sports injuries and conditions, immediate and long-term care of injuries, and administration procedures in athletic training.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Banking

Overview

The Business and Management Department at Grayson College offers two certificates related to Banking: General Banking and Bank Operations. Both are designed to prepare students for employment in the various aspects of the banking industry. The certificates may also be used by people in the banking industry to hone or expand required skills.

Course Requirements

Admission to Grayson College requires a high school diploma or equivalent. The certificates are TSI exempt.

Capstone Experience

Graduation with either the General Banking or Bank Operations Certificates requires successful completion of a Capstone Course.

Certificate Degree Requirements

General Banking Certificate

Subject	Semester Hours
ACCT 2301 (Principles of Financial Accounting)	3
BUSG 2309 (Small Business Management)	3
MRKG 1311 (Principles of Marketing)	3
BUSG 1304 (Financial Literacy)	3
INSR 1351 (Essentials of Risk Management)	3
AGMG 1311 (Intro to Agribusiness)	3
BNKG 1303 (**Capstone** - Principles of Banking Operations)	3
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Enroll in BNKG 1303 during the semester you plan to complete the certificate.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Bank Operations Certificate

Subject	Semester Hours
ACCT 2301 (Principles of Financial Accounting)	3
BUSG 1304 (Financial Literacy)	3
MRKG 1311 (Principles of Marketing)	3
BNKG 1303 (**Capstone** - Principles of Banking Operations)	3
INSR 1351 (Essentials of Risk Management)	3
AGMG 1311 (Intro to Agribusiness)	3
ACCT 2302 (Principles of Managerial Acct.)	3
BUSG 2305 (Business Law/Contracts)	3
BMGT 1305 (Communications in Management)	3
MRKG 2333 (Principles of Selling)	3
MRKG 1302 (Principles of Retailing)	3
BNKG 1340 (**Capstone** - Money and Financial Markets)	3
BUSG 2309 (Small Business Management)	3
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Enroll in BNKG 1340 during the semester you plan to complete the certificate

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

BNKG 1303 - Principles of Bank Operation

Overview of the fundamental banking functions and the role of regulation in the banking industry. Explanation of financial products and services to various markets. (Capstone course for General Banking Certificate)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- Capstone for the General Banking Certificate

BNKG 1340 - Money and Financial Markets

Monetary policy and its related effects on financial intermediaries. Includes financial markets, regulatory functions, and structures. Addresses investment and funds management. (Capstone course for Bank Operations Certificate)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- Capstone for the Bank Operations Certificate.

BNKG 1366 - Field Experience – Banking and Financial Support Services

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Grade Basis: L
Credit hours: 3.0
Lab hours: 24.0

BNKG 1391 - Special Topics in Banking and Financial Support Services

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

INSR 1351 - Essentials of Risk Management

Risk management decision-making process with emphasis on identification and analysis of loss exposures and development of alternative techniques for the treatment of each exposure.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

Biological and Physical Sciences

Overview

The Biological and Physical Sciences major at Grayson College is designed for transfer to four-year institutions. For students planning to pursue a Chemistry,Geography, Geology, and/or Physics major and transfer to a four-year institution, as a general rule, students should follow the **Associate of Science Degree in Biological and Physical Sciences** at Grayson College as part of the **Science and Technology Career Pathway**. All students are advised to counsel with the university/college of their choice to determine which courses offered at Grayson College are applicable to that institution's bachelor's degree in their desired major.

AS Degree Requirements

Associate of Science

Subject	Semester Hours
ENGL 1301 (Composition I)	3
Mathematics Core	3
American History Core	3
Life & Physical Science Core	3
Life & Physical Science Lab (CAO)	1
Communication Core	3
American History Core	3
Component Area Option Core	3
Life & Physical Science Core	3
Life & Physical Science Lab (CAO)	1
Creative Arts Core	3
Language, Philosophy, Cultural Core	3
Biological & Physical Science Elective	3
Government/Political Science Core	3
Biological & Physical Science Elective	3
Biological & Physical Science Lab	1
Social & Behavioral Sciences Core	3
Government/Political Science Core	3
Biological & Physical Science Elective	3
Biological & Physical Science Lab	1
Biological & Physical Science Elective	3
Biological & Physical Science Lab	1
	60

Note: All sciences must be science major courses. Students are encouraged to select electives that meet the graduation requirement of the senior institution.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Core

Students earning an Associate of Arts, Associate of Science, or Associate of Arts in Teaching Degree at Grayson College must complete 42 hours of a state mandated Core Curriculum in addition to major courses and electives in their particular area of interest. Following are the Core Curriculum Component Areas. Click here for allowable courses within each component area.

Component Areas	Required Hours
010 Communication	6
020 Mathematics	3
030 Life and Physical Sciences	6

040 Language, Philosophy, and Culture	3
050 Creative Arts	3
060 American History	6
070 Government/Political Science	6
080 Social and Behavioral Sciences	3
090 Component Area Option	6
Total	**42**

BIOL 1106 - Biology I (Lab)

This laboratory-based course accompanies Biology 1306, Biology I. Laboratory activities will reinforce the fundamental principles of living organisms, including physical and chemical properties of life, organization, function, evolutionary adaptation, and classification. Study and examination of the concepts of cytology, reproduction, genetics, and scientific reasoning are included.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- BIOL 1306 - Biology I

BIOL 1107 - Biology II (lab)

This laboratory-based course accompanies Biology 1307, Biology II. Laboratory activities will reinforce study of the diversity and classification of life, including animals, plants, protists, fungi, and prokaryotes. Special emphasis will be given to anatomy, physiology, ecology, and evolution of plants and animals.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- BIOL 1307 - Biology II

Restrictions:

- College readiness in reading required.

BIOL 1108 - Biology I (lab)

This laboratory-based course accompanies BIOL 1308, Biology for Non-Science Majors I. Laboratory activities will reinforce a survey of biological principles with an emphasis on humans, including chemistry of life, cells, structure, function, and reproduction

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- BIOL 1308 - Biology for Non-Science Majors I

Restrictions:

- College readiness in reading required.

BIOL 1109 - Biology Lab for Non-Science Majors II

This laboratory-based course accompanies BIOL 1309, Biology for Non-Science Majors II. Laboratory activities will reinforce a survey of biological principles with an emphasis on humans, including evolution, ecology, plant and animal diversity, and physiology.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- BIOL 1309 - Biology for Non-Science Majors II

Restrictions:

- College readiness in reading required.

BIOL 1306 - Biology I

Fundamental principles of living organisms will be studied, including physical and chemical properties of life, organization, function, evolutionary adaptation, and classification. Concepts of cytology, reproduction, genetics, ecology, and scientific reasoning are included.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading required

BIOL 1307 - Biology II

The diversity and classification of life will be studied, including animals, plants, protists, fungi, and prokaryotes. Special emphasis will be given to anatomy, physiology, ecology, and evolution of plants and animals.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading required

BIOL 1308 - Biology for Non-Science Majors I

Provides a survey of biological principles with an emphasis on humans, including chemistry of life, cells, structure, function, and reproduction.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading required.

BIOL 1309 - Biology for Non-Science Majors II

This course will provide a survey of biological principles with an emphasis on humans, including evolution, ecology, plant and animal diversity, and physiology.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading required

BIOL 1322 - Nutrition & Diet Therapy

Study of the chemical, physical, and sensory properties of food; nutritional quality; and food use and diet applications. Prevention of illnesses such as cancer, heart disease, osteoporosis, gastrointestinal disorders and obesity discussed. Healthful diet and lifestyle related to food and nutrition controversies are critically evaluated.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading required.

BIOL 2101 - Anatomy & Physiology Lab I

The lab provides a hands-on learning experience for exploration of human system components and basic physiology. Systems to be studied include integumentary, skeletal, muscular, nervous, and special senses.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- BIOL 2301 - Anatomy and Physiology I (lecture)

Restrictions:

- College readiness in reading required

BIOL 2102 - Anatomy & Physiology Lab 2

The lab provides a hands-on learning experience for exploration of human system components and basic physiology. Systems to be studied include endocrine, cardiovascular, immune, lymphatic, respiratory, digestive (including nutrition), urinary (including fluid and electrolyte balance), and reproductive (including human development and genetics).

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- BIOL 2101 - Anatomy & Physiology Lab I
- BIOL 2301 - Anatomy and Physiology I (lecture)

Restrictions:

- College readiness in reading required.

BIOL 2120 - Microbiology Lab for Non-Science Majors

Study of the morphology, physiology, and taxonomy of representative groups of pathogenic and nonpathogenic microorganisms. Pure cultures of microorganisms grown on selected media are used in learning laboratory techniques. Includes a brief preview of food microbes, public health, and immunology.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- BIOL 2101 - Anatomy & Physiology Lab I
- BIOL 2301 - Anatomy and Physiology I (lecture)

Restrictions:

- College readiness in reading required.

BIOL 2121 - Microbiology Lab for Science Majors

This laboratory-based course accompanies Biology 2321, Microbiology for Science Majors. Laboratory activities will reinforce principles of microbiology, including metabolism, structure, function, genetics, and phylogeny of microbes. The course will also examine the interactions of microbes with each other, hosts, and the environment.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- BIOL 2321 - Microbiology for Science Majors

BIOL 2301 - Anatomy and Physiology I (lecture)

Anatomy and Physiology I is the first part of a two-course sequence. It is a study of the structure and function of the human body including cells, tissues and organs of the following systems: integumentary, skeletal, muscular, nervous and special senses. Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- BIOL 2101 - Anatomy & Physiology Lab I

Restrictions:

- College readiness in reading required

BIOL 2302 - Anatomy and Physiology II

Anatomy and Physiology II is the second part of a two-course sequence. It is a study of the structure and function of the human body including the following systems: endocrine, cardiovascular, immune, lymphatic, respiratory, digestive (including nutrition), urinary (including fluid and electrolyte balance), and reproductive (including human development and genetics). Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- BIOL 2101 - Anatomy & Physiology Lab I
- BIOL 2301 - Anatomy and Physiology I (lecture)

Restrictions:

- College readiness in reading required.

BIOL 2320 - Microbiology for Non-Science Majors

This course covers basic microbiology and immunology and is primarily directed at pre-nursing, pre-allied health, and non-science majors. It provides an introduction to historical concepts of the nature of microorganisms, microbial diversity, the importance of microorganisms and acellular agents in the biosphere, and their roles in human and animal diseases. Major topics include bacterial structure as well as growth, physiology, genetics, and biochemistry of microorganisms. Emphasis is on medical microbiology, infectious diseases, and public health.

Grade Basis: L
Credit hours: 3.0
Lab hours: 3.0

Prerequisites:

- BIOL 2101 - Anatomy & Physiology Lab I

- BIOL 2301 - Anatomy and Physiology I (lecture)

Restrictions:

- College readiness in reading required.

BIOL 2321 - Microbiology for Science Majors

Principles of microbiology, including metabolism, structure, function, genetics, and phylogeny of microbes. The course will also examine the interactions of microbes with each other, hosts, and the environment. Laboratory activities will reinforce principles discussed in lecture.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- BIOL 1306 - Biology I
- BIOL 1307 - Biology II
- CHEM 1311 - General Chemistry I

Restrictions:

- College readiness in reading

BIOL 2404 - Anatomy & Physiology

Study of the structure and function of human anatomy, including neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. Content may be either integrated or specialized

Grade Basis: L
Credit hours: 3.0
Lecture hours: 4.0
Lab hours: 3.0

Restrictions:

- College readiness in reading required

GEOG 1302 - Human Geography

This course introduces students to fundamental concepts, skills, and practices of human geography. Place, space, and scale serve as a framework for understanding patterns of human experience. Topics for discussion may include globalization, population and migration, culture, diffusion, political and economic systems, language, religion, gender, and ethnicity.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

GEOG 1303 - World Regional Geography

This course is an introduction to the world's major regions seen through their defining physical, social,cultural, political, and economic features. These regions are examined in terms of their physical and human characteristics and their interactions. The course emphasizes relations among regions on issues such as trade, economic development, conflict, and the role of regions in the globalization process.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

GEOL 1101 - Earth Sciences LAB I

This laboratory-based course accompanies GEOL 1301, Earth Sciences I. Activities will cover methods used to collect and analyze data in geology, meteorology, oceanography, and astronomy.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- GEOL 1301 - Earth Science

Restrictions:

- College readiness in reading required.

GEOL 1103 - Physical Geology LAB

This laboratory-based course accompanies GEOL 1303, Physical Geology. Laboratory activities will cover methods used to collect and analyze earth science data.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- GEOL 1303 - Physical Geology

Restrictions:

- College readiness in reading required.

GEOL 1104 - Historical Geology LAB

This laboratory-based course accompanies GEOL 1304, Historical Geology. Laboratory activities will introduce methods used by scientists to interpret the history of life and major events in the physical development of Earth from rocks and fossils.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- GEOL 1304 - Historical Geology

Restrictions:

- College readiness in reading required.

GEOL 1105 - Environmental Science LAB

This laboratory-based course accompanies GEOL 1305, Environmental Science (lecture). Activities will cover methods used to collect and analyze environmental data.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- GEOL 1305 - Environmental Geology

Restrictions:

- College readiness in reading required.

GEOL 1301 - Earth Science I

Survey of geology, meteorology, oceanography, and astronomy.

Grade Basis: L

Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading required.

GEOL 1303 - Physical Geology

Introduction to the study of the materials and processes that have modified and shaped the surface and interior of Earth over time. These processes are described by theories based on experimental data and geologic data gathered from field observations.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading required.

GEOL 1304 - Historical Geology

A comprehensive survey of the history of life and major events in the physical development of Earth as interpreted from rocks and fossils.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading required.

GEOL 1305 - Environmental Science

A survey of the forces, including humans, which shape our physical and biologic environment, and how these affect life on Earth. Introduction to the science and policy of global and regional environmental issues, including pollution, climate change, and sustainability of land, water, and energy resources.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading required.

PHYS 1101 - College Physics I (lab)

This laboratory-based course accompanies PHYS 1301, College Physics I. Laboratory activities will reinforce fundamental principles of physics, using algebra and trigonometry; the principles and applications of classical mechanics and thermodynamics, including harmonic motion, mechanical waves and sound, physical systems, Newton's Laws of Motion, and gravitation and other fundamental forces; emphasis will be on problem solving.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- PHYS 1301 - College Physics I

Restrictions:

- College readiness in reading and math required.

PHYS 1102 - College Physics II (lab)

This laboratory-based course accompanies PHYS 1302, College Physics II. Laboratory activities will reinforce fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, optics, and modern physics topics; with emphasis on problem solving.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- PHYS 1302 - College Physics II

Restrictions:

- College readiness in reading and math required.

PHYS 1103 - Stars and Galaxies

Laboratory in the study of stars, galaxies, and the universe outside our solar system.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- PHYS 1303 - Stars and Galaxies

Restrictions:

- College readiness in reading and math required.

PHYS 1104 - Solar System (lab)

Laboratory in the study of the sun and its solar system, including its origin.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- PHYS 1304 - Solar System

Restrictions:

- College readiness in reading is required.

PHYS 1115 - Physical Science Laboratory I

Course, designed for non-science majors, that surveys topics from physics, chemistry, geology, astronomy, and meteorology.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- PHYS 1315 - Physical Science I

Restrictions:

- College readiness in reading is required.

PHYS 1301 - College Physics I

Fundamental principles of physics, using algebra and trigonometry; the principles and applications of classical mechanics and thermodynamics, including harmonic motion, mechanical waves and sound, physical systems, Newton's Laws of Motion, and gravitation and other fundamental forces; with emphasis on problem solving.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- MATH 1314 - College Algebra

Restrictions:

- College readiness in reading and math required.

PHYS 1302 - College Physics II

Fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, optics, and modern physics topics; with emphasis on problem solving.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- PHYS 1301 - College Physics I

Restrictions:

- Successful completion with a grade of C or better in PHYS 1401 is required

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PHYS 1303 - Stars and Galaxies

Study of stars, galaxies, and the universe outside our solar system.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading and math required.

PHYS 1304 - Solar System

Study of the sun and its solar system, including its origin

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading and math required.

PHYS 1315 - Physical Science I

Course designed for non-science majors that surveys topics from physics, chemistry, geology, astronomy, and meteorology.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading and math required.

PHYS 2125 - University Physics Laboratory I

Basic laboratory experiments supporting theoretical principles presented in PHYS 2325 involving the principles and applications of classical mechanics, including harmonic motion and physical systems; experimental design, data collection and analysis, and preparation of laboratory reports.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- MATH 2413 - Calculus I
- PHYS 2325 - University Physics I

Restrictions:

- College readiness in reading, and math required.

PHYS 2126 - University Physics Laboratory II

Laboratory experiments supporting theoretical principles presented in PHYS 2326 involving the principles of electricity and magnetism, including circuits, electromagnetism, waves, sound, light, and optics; experimental design, data collection and analysis, and preparation of laboratory reports.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- PHYS 2326 - University Physics II

Restrictions:

- College readiness in reading, and math required.

PHYS 2325 - University Physics I

Fundamental principles of physics, using calculus, for science, computer science, and engineering majors; the principles and applications of classical mechanics, including harmonic motion, physical systems and thermodynamics; and emphasis on problem solving.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- MATH 2414 - Calculus II

Restrictions:

- College readiness in reading and math required.

PHYS 2326 - University Physics II

Principles of physics for science, computer science, and engineering majors, using calculus, involving the principles of electricity and magnetism, including circuits, electromagnetism, waves, sound, light, and optics.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- PHYS 2325 - University Physics I

Restrictions:

- College readiness in reading and math required.

Business

Overview

An educational background in Business can take many forms, depending on a student's personal goals and plans. Grayson College's Business degrees and certificates have been designed to fit the most popular and offers flexibility to meet individual needs. The coursework is designed to provide individuals with the necessary knowledge and skills to be a successful consumer, an efficient team employee in any business environment, and/or a traditional manager and other information in today's global business environment.

Students will develop a foundation of communication, economic, accounting, and computer application skills. This will enhance their value in the personal or business arena with additional knowledge and skill in the areas of leadership, ethics, business law, marketing, and human resource management.

The **Business Administration Associate of Science (AS) degree** is designed for transfer to four-year institutions. All students are advised to counsel with the university/college of their choice to determine if all courses recommended by Grayson College are applicable to that institution's Bachelor of Science degree in Business Administration.

The **Business and Management Associate of Applied Science (AAS)** degree offers several certificates that may be completed on the way to earning the AAS. The certificates are in **Business Foundation and General Management.**

The **Marketable Skills Award in Marketing** is a sequence of courses (9 credit hours) that may lead to immediate employment or add to a student's marketability.

Many of these courses may also be taken for non-credit through the GC Continuing Education division.

AS Degree Requirements

Associate of Science - Business Administration

Subject	Semester Hours
BCIS 1305 (Business Computer Applications)	3
BUSI 1301 (Business Principles)	3
HIST 1301 (U.S. History I)	3
ENGL 1301 (Composition I)	3
MATH 1314 or MATH 1324	3
BUSI 2305	3
SPCH 1321 (Business & Professional Communication)	3
HIST 1302 (U.S. History II)	3
ENGL 1302 (Composition II)	3
*Component Area Option	1
ACCT 2301 (Principles of Financial Acct.)	3
HUMA 1301 (Intro to Humanities I) or Huma 1302 (Intro to Humanities II)	3
GOVT 2305 (Federal Government)	3
GEOL 1301 (Earth Sciences)	3
GEOL 1101 (Earth Sciences Lab I)	1
ECON 2301 (Principles of Macroeconomics I)	3
ECON 2301 (Principles of Macroeconomics I)	3
ACCT 2302 (Principles of Managerial Accounting	3
GOVT 2306 (Texas Government)	3
ARTS 1301 or DRAM or MUSI 1306	3
BIOL 1308 (Biol for Non-Science Majors)	3
BIOL 1108 (Biol Lab for Non-Science Majors)	1
	60

Note: All science courses at Grayson College must be taken with their corresponding labs.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

All students must meet with a counselor or academic advisor to determine which courses will transfer to the four-year school of their choice.

Please Note: Universities that have adopted the Business field of study require computer programming knowledge for the junior level business core. Students who have never taken a computer programming course are encouraged to take COSC 1336.

AAS Degree Requirements

Associate of Applied Science - Business and Management

Subject	Semester Hours
ACNT 1303 (Intro to Accounting I)	3
BUSI 1301 (Business Principles)	3
BUSG 1304 (Financial Literacy)	3
BMGT 2309 (Leadership)	3
ITSC 1309 (Integrated Software Applications)	3
ACNT 1304 (Intro to Accounting II)	3
BGMT 1305 (Communications in Management)	3
BGMT 1327 (Principles of Management)	3
ECON 2301 (Principles of Macroeconomics)	3
*SPCH 1321 or SPCH 1311 or	3
BUSG 2305 (Business Law/Contracts)	3
*MRKG 1302, 1311 or 2333	3
HRPO 2301 (Human Resources Management)	3
BUSG 2309 (Small Business Management)	3
ACCT 2302 (Principles of Managerial Acct.)	3
ENGL 1301 (Composition I)	3
ECON 2302 (Principles of Microeconomics)	3
*Mathematics/Life & Physical Sciences Core	3
BGMT 1341 (Business Ethics - Capstone)	3
*Language, Philosophy & Culture Core	3
	60

Note: All science courses at Grayson College must be taken with their corresponding labs.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

All students must meet with a counselor or academic advisor to determine which courses will transfer to the four-year school of their choice.

Certificate Degree Requirements

Certificate - Business General Management[1]

Subject	Semester Hours
First Semester	
ACNT 1303	3
BUSI 1301	3
BUSG 1304	3
BMGT 2309	3
ITSC 1309	3
ACNT 1304	3
BMGT 1305	3
BMGT 1327	3
ECON 2301	3

SPCH 1311, 1315, or 1321	3
BUSG 2305 (Capstone)	3
MRKG 1311 or MRKG 1302 or MRKG 2333	3
HRPO 2301	3
BUSG 2309	3
ACCT 2302	3
	45

Courses should be taken in order.

[1]This certificate is the second and third semester course work of the Business Management Associate of Applied Science degree plan.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Certificate - Business Foundation[3]

Subject	Semester Hours
ACNT 1303 (Intro to Accounting I)	3
BUSI 1301 (Business Principles)	3
BUSG 1304 (Financial Literacy)	3
BMGT 2309 (Leadership - Capstone)	3
ITSC 1309 (Integrated Software Applications)	3
	15

[3]This is semester one of the Business and Management Associate of Applied Science degree plan.

Business and Management Marketable Skills Award

Subject	Semester Hours
MRKG 1302 (Principles of Retailing)	3
MRKG 1311 (Principles of Marketing)	3
MRKG 2333 (Principles of Selling)	3
	9

AGCR 1303 - Crop Science

Fundamentals of the development, production, and management of field crops. Topics include the classification and distribution of field crops, botany, soils, plant breeding, pest management, and harvesting

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

AGCR 1407 - Range Management

Practical problems of managing native pastures and rangelands. Includes rangeland ecology, stocking rates, rotation systems, toxic plants, range reseeding, brush control, and ecological and physiological responses of range vegetation to grazing.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

AGMG 1311 - Introduction to Agribusiness

Introduction to agribusiness management, marketing, and sales in the free enterprise system. Topics include economic principles, finance, risk management, record keeping, budgeting, employee/employer responsibilities, communications, human relation skills, and agricultural career opportunities.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

BCIS 1305 - Business Computer Applications

Introduces and develops foundational skills in applying essential and emerging business productivity information technology tools. The focus of this course is on business productivity software applications, including word processing, spreadsheets, databases, presentation graphics, data analytics, and business-oriented utilization of the internet. (BCIS 1305 is included in the Business Field of Study.)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

BMGT 1305 - Communications in Management

Basic theory and processes of communication skills necessary for the management of an organization’s workforce.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

BMGT 1327 - Principles of Management

Concepts, terminology, principles, theories, and issues in the field of management.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

BMGT 1341 - Business Ethics

Discussion of ethical issues, the development of a moral frame of reference, and the need for an awareness of social responsibility in management practices and business activities. Includes ethical corporate responsibility. (Capstone course for the Business and Management AAS degree. Take during semester of graduation.)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

BMGT 2309 - Leadership

Leadership and its relationship to management. Prepares the student with leadership and communication skills needed to motivate and identify leadership styles.(Capstone course for the Business Foundation Certificate.)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

BMGT 2370 - Business and Society (Enroll in BMGT1341 - this course will be archived 3-31-2002)

(Enroll in BMGT-1341 - this course will be archived 03/31/2002) Designed to provide students with a Capstone experience associated with the applied science degree in Business and Management. It brings together the various aspects of students’ course work from the perspective of business’ role in society. Topics include corporate social responsibility, corporate legitimacy and culture, managerial values, business ethics, corporate stakeholders, regulatory and environmental issues, and strategic management.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

BUSG 1302 - E-Business Management

Introduction to business. Includes the internet, infrastructure for electronic commerce, markup languages, web-based tools and software, security issues, and electronic payment systems. Also covers strategies for marketing, sales, and purchasing; legal, ethical, and tax issues; and management functions

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

BUSG 1303 - Principles of Finance

Financial dynamics of a business. Includes monetary and credit theory, cash inventory, capital management, and consumer and government finance. Emphasizes the time value of money.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

BUSG 1304 - Financial Literacy

A study of the financial principles when managing financial affairs. Includes topics such as budgeting, retirement, property ownership, savings and investment planning.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

BUSG 2305 - Business Law/Contracts

Principles of law which form the legal framework for business activity including applicable statutes, contracts, and agency. (Capstone Course for the Business and Management Certificate)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

BUSG 2309 - Small Business Management

Starting, operating, and growing a small business. Includes essential management skills, how to prepare a business plan, accounting, financial needs, staffing, marketing strategies, and legal issues.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

BUSI 1301 - Business Principles

This course provides a survey of economic systems, forms of business ownership, and considerations for running a business. Students will learn various aspects of business, management, and leadership functions; organizational considerations; and decision-making processes. Financial topics are introduced, including accounting, money and banking, and securities markets. Also included are discussions of business challenges in the legal and regulatory environment, business ethics, social responsibility, and international business. Emphasized is the dynamic role of business in everyday life. (BUSI 1301 is included in the Business Field of Study.)

Grade Basis: L
Credit hours: 3.0

Lecture hours: 3.0

BUSI 2305 - Business Statistics

Descriptive and inferential statistical techniques for business and economic decision making. Topics include the collection, description, analysis, and summarization of data; probability; discrete and continuous random variables; the binomial and normal distributions; sampling distributions; tests of hypotheses; estimation and confidence intervals; linear regression; and correlation analysis. Statistical software is used to analyze data throughout the course. (BUSI 2305 is included in the Business Field of Study.)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Prerequisites:

- BCIS 1305 - Business Computer Applications
- MATH 1314 - College Algebra
- MATH 1324 - Mathematics for Business and Social Sciences I

HRPO 2301 - Human Resources Management

Behavioral and legal approaches to the management of human resources in organizations.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

HRPO 2305 - Human Resources Information Systems

An introduction to Human Resource Information Systems (HRIS).

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

MRKG 1302 - Principles of Retailing

Introduction to the retailing environment, types of retailers, current trends, the employment of retailing techniques, and the factors that influence retailing.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

MRKG 1311 - Principles of Marketing

Introduction to the marketing mix functions and process. Includes identification of consumer and organizational needs and explanation of environmental issues.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

MRKG 2333 - Principles of Selling

Overview of the selling process. Identification of the elements of the communication process between buyers and sellers and Examination of the legal and ethical issues of organizations which affect salespeople.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CADD Technology

Overview

The Computer Aided Drafting and Design (CADD) program offers an exciting and profitable future to its graduates. Students who enroll in CADD at Grayson College learn the latest drafting software as well as the essentials for a challenging and satisfying career. Students learn basic drafting techniques, 2D drawing, solid modeling, 3D parametric modeling and 3D printing. As technology expands, the need for technical support people also expands. Over 95% of Grayson College's CADD graduates get a job in the drafting field or continue their education at a four-year institution. 3D modeling is rapidly growing in various industries including; medical, art, food, clothing, film, animation, gaming, architecture, manufacturing, industrial design, and interior design. The CADD curriculum at Grayson College prepares students for jobs in mechanical, electromechanical, architectural, industrial and technical illustration, as well as the previously mentioned areas of interest.

The Computer Aided Drafting and Design program offers an Associate of Applied Science Degree, the Drafting Assistant Certificate and the CADD Technician Certificate.

Course Requirements

The Associate Degree, the CADD Technician Certificate and the Drafting Assistant Certificate require a High School Diploma or equivalent. The Associate of Applied Science Degree requires that TSI requirements are met.

Capstone Experience

Graduation with a CADD Certificate or an Associate of Applied Science Degree in Computer Aided Drafting and Design requires successful completion of a Comprehensive Exit Exam.

AAS Degree Requirements

Associate of Applied Science

Subject	Semester Hours
DFTG 1309 (Basic Computer Aided Drafting)	3
DFTG 1317 (**Architectual** Drafting - Residential)	3
*SPCH 1311 or 1321	3
DFTG 1405 (**Technical Drafting**)	4
*Lang, Phil, Culture/Creative Arts Core	3
DFTG 2331 (**Adv Technologies in Architectural Drafting**)	3
DFTG 1433 (**Mechanical Drafting**)	4
DFTG 2419 (**Intermediate Computer-Aided Drafting**)	4
*Social and Behavioral Science	3
DFTG 2402 (Machine Drafting)	4
DFTG 2417 (Descriptive Geometry)	4
DFTG 1445 (Parametric Modeling and Design)	4
ENGL 1301 (Composition I)	3
DFTG 2440 (Solid Modeling/Design)	4
DFTG 2438 (Final Project - Adv. Drafting)	4
DFTG 2450 (Geometric Dimensioning & Tolerancing)	4
MATH 1314 (College Algebra)	3

Capstone Experience: All students must complete the capstone requirement. Successful completion of a comprehensive exit exam prior to graduation.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Certificate Degree Requirements

Computer Aided Drafting Technician

Subject	Semester Hours
DFTG 1309 (Basic Computer-Aided Drafting)	3
DFTG 1317 (Architectural Drafting - Residential)	3
DFTG 1405 (Technical Drafting)	4
*SPCH 1311 or 1321	3
DFTG 2331 (Adv. Tech in Architectural Design & Drafting)	3
DFTG 1433 (Mechanical Drafting)	4
DFTG 2419 (Intermediate Computer-Aided Drafting)	4

Capstone Experience: All students must complete the capstone requirement. Successful completion of a comprehensive exit exam prior to graduation.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Computer Aided Drafting Assistant

Subject	Semester Hours
DFTG 1309 (Basic Computer-Aided Drafting)	3
DFTG 1317 (Architectural Drafting - Residential)	3
DFTG 1405 (Technical Drafting)	4
DFTG 2419 (Intermediate Computer-Aided Drafting)	4
*SPCH 1311 or 1321	3

Capstone Experience: All students must complete the capstone requirement. Successful completion of a comprehensive exit exam prior to graduation.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

DFTG 1309 - Basic Computer-Aided Drafting

An introduction to computer-aided drafting. Emphasis is placed on setup; creating and modifying geometry; storing and retrieving predefined shapes; placing, rotating, and scaling objects, adding text and dimensions, using layers, coordinate systems, and plot/print to scale.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

DFTG 1317 - Architectural Drafting – Residential

Architectural drafting procedures, practices, terms, and symbols. Preparation of detailed working drawings for residential structures. Emphasis on light frame construction methods

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

DFTG 1325 - Blueprint Reading

An introduction to reading and interpreting working drawings for fabrication processes and associated trades. Topics to include welding drawing, HVAC, electrical and architectural/construction.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Lab hours: 1.0

DFTG 1405 - Technical Drafting

Introduction to the principles of drafting to include terminology and fundamentals, including size and shape descriptions, projection methods, geometric construction, sections, and auxiliary views.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 3.0

DFTG 1433 - Mechanical Drafting

Study of mechanical drawings using dimensioning and tolerances, sectioning techniques, orthographic projection, and pictorial drawings.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 3.0

Prerequisites:

- DFTG 1309 - Basic Computer-Aided Drafting
- DFTG 1405 - Technical Drafting

DFTG 1445 - Parametric Modeling and Design

Parametric-based design software for 3D design and drafting.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 3.0

Prerequisites:

- DFTG 2419 - Intermediate Computer-Aided Drafting

Restrictions:

- DFTG 2419 or consent of instructor

DFTG 2331 - Advanced Technologies in Architectural Design and Drafting

Use of architectural specific software to execute the elements required in designing standard architectural; exhibits utilizing custom features to create walls, windows and specific design requirements for construction in residential/ commercial and industrial architecture.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

Prerequisites:

- DFTG 1309 - Basic Computer-Aided Drafting

Restrictions:

- DFTG 1309 or consent of instructor

DFTG 2402 - Machine Drafting

Production of detail and assembly drawings of machines, threads, gears, utilizing tolerances, limit dimensioning and surface finishes.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 3.0

Prerequisites:

- DFTG 1433 - Mechanical Drafting
- DFTG 2419 - Intermediate Computer-Aided Drafting

DFTG 2417 - Descriptive Geometry

Graphical solutions to problems involving points, lines, and planes in space. Create views to show an object's true size, shape/ development.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 3.0

Prerequisites:

- DFTG 1309 - Basic Computer-Aided Drafting
- DFTG 1405 - Technical Drafting

DFTG 2419 - Intermediate Computer-Aided Drafting

A continuation of practices and techniques used in basic computer-aided drafting including the development and use of prototype drawings, construction of pictorial drawings, extracting data and basics of 3D.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 3.0

Prerequisites:

- DFTG 1309 - Basic Computer-Aided Drafting

DFTG 2438 - Final Project – Advanced Drafting

A drafting course in which students participate in a comprehensive project from conception to conclusion. • Identify Problems • Use industry standard research techniques. • Create complete drawing packages

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 2.0

Prerequisites:

- DFTG 2402 - Machine Drafting

DFTG 2440 - Solid Modeling/Design

A computer-aided modeling course. Development of three-dimensional drawings and models from engineering sketches and orthographic drawings and utilization of three-dimensional models in design work.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 3.0

Prerequisites:

- DFTG 2402 - Machine Drafting

DFTG 2450 - Geometric Dimensioning and Tolerancing

Geometric dimensioning and tolerancing, according to standards, application of various geometric dimensions and tolerances to production drawings.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 4.0
Lab hours: 1.0

Prerequisites:

- DFTG 2402 - Machine Drafting

DFTG 2486 - Internship – Drafting and Design Technology/Technician, General.

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.

Grade Basis: L
Credit hours: 4.0

Restrictions:

- This is a 20 hour per week internship program
- Consent of Professor

Child Development

Overview

Grayson College offers a Child Development **Associate of Applied Science degree**, **certificates**, and **Occupational skills awards**. The Child Development AAS degree programs are also available in an online format.

This 60-hour degree explores child growth and development and how to interact and provides the strongest education and foundations for all children birth through adolescence with a focus on birth through age eight. This degree has you in the early childhood classrooms from the first semester working and learning. This degree allows for many careers in a variety of fields like child care, physical therapy, occupational therapy, Early Childhood interaction and Head Start.

Course Requirements

The Associate of Applied Science Degree, certificate and occupational skills requires that you have a High School Diploma or equivalent. The Associate of Applied Science requires that you have met TSI requirements.

Capstone Experience

To earn a degree or certificate in this program, students must successfully complete a comprehensive exit exam prior to graduation.

AAS Degree Requirements

Associate of Applied Science

Subject	Semester Hours
CDEC 1319 (Child Guidance)	3
CDEC 1323 (Observation & Assessment)	3
TECA 1354 (Child Growth & Development)	3
CDEC 1359 (Children with Special Needs)	3
*EDUC 1300 (Learning Frameworks)	3
TECA 1303 (Families, School & Communities)	3
TECA 1311 (Educating Young Children)	3
*ENGL 1301 (Comp I) or SPCH 1311 (Intro to Speech Comm.)	3
*BIOL 1308, GEOL 1301, MATH 1332 or MATH 1342	3
CDEC 1313 Curriculum Resources for Early Childhood Programs)	3
CDEC 2326 (Administration of Programs for Children I)	3
TECA 1318 (Wellness of the Young Child)	3
*Approved Child Development Elective[1]	3
*Creative Arts/Language, Philosophy, and Culture Core	3
CDEC 2328 (Administration of Program for Children II)	3
CDEC 1356 (Emergent Literacy for Early Childhood)	3
*Approved Child Development Elective	3
*Approved Elective[2]	3
*Approved Elective[2]	3
CDEC 2380 Cooperative Care	3

All students must meet with an advisor to determine which courses will transfer to the 4-year school of their choice.

[1]Approved Child Development Electives: CDEC 1317, 1321, 1330, 1335, 1339, 1343, 1358, 2304, 2307, 2315, 2322, 2324, 2340, 2341 or Southeastern Oklahoma students see note below.

[2]Students transferring to Southeastern Oklahoma must take ENGL 1301, 1302 and SOC 1301 as approved electives.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Certificate Degree Requirements

Administrator's Certificate

Subject	Semester Hours
CDEC 2326 (Admin of Programs of Children I)	3
CDEC 2328 (Admin of Program for Children II)	3
CDEC 1319 (Child Guidance)	3
CDEC 1323 (Observation & Assessment)	3
TECA 1318 (Wellness of the Young Child)	3
TECA 1354 (Child Growth & Development)	3
TECA 1303 (Families, Schools & Community)	3
CDEC 1313 (Curriculum Resources for Early Childhood Programs	3
CDEC 2336 (Admin. of Program of Children III)	3
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One-Year Certificate

Subject	Semester Hours
CDEC 1319 (Child Guidance)	3
CDEC 1323 (Observation & Assessment)	3
CDEC 1359 (Children with Special Needs)	3
TECA 1303 (Families, Schools & Community)	3
TECA 1318 (Wellness of the Young Child)	3
EDUC 1300 (Learning Frameworks)	3
TECA 1311 (Educating Young Children)	3
CDEC 1356 (Emergent Literacy for Early Childhood)	3
TECA 1354 (Child Growth & Development)	3
CDEC 1313 (Curriculum Resources for Early Childhood Programs Capstone)	3
	30

Child Development Occupational Skills Award

Subject	Semester Hours
TECA 1354 (Child Growth & Development)	3
CDEC 1359 (Children with Special Needs)	3
CDEC 1319 (Child Guidance)	3
	9

This award does not lead to national CDA credential.

Child Development Associate Training Occupational Skills Award

Subject	Semester Hours
CDEC 1317 (Child Development Associate Training I)	3
CDEC 2322 (Child Development Associate Training II)	3
CDEC 2324 (Child Development Associate Training III)	3
	9

CDEC 1313 - Curriculum Resources for Early Childhood Programs

A study of the fundamentals of developmentally appropriate curriculum design and implementation in early care and education programs for children birth through age eight. Field observation required.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

CDEC 1317 - Child Development Associate Training 1

Based on the requirements for the Child Development Associate credential CDA. Topics include CDA overview, observation skills, and child growth and development. The four functional areas of study are creative, cognitive, physical, and communication

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 1319 - Child Guidance

An exploration of guidance strategies for promoting prosocial behaviors with individual and groups of children. Emphasis on positive guidance principles and techniques, family involvement, and cultural influences. Field observation required.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

CDEC 1321 - The Infant and Toddler

A study of appropriate infant and toddler programs birth to age 3, including an overview of development, quality routines, learning environments, materials and activities, and teaching/guidance techniques.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 1323 - Observation and Assessment

A study of observation skills, assessment techniques, and documentation of children's development. Field observation required.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- Field experience required

CDEC 1330 - Growth and Development: 6-14 Years

Principles of child growth and development from age six through fourteen years. Focus on physical, cognitive, social, and emotional domains of development.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 1335 - Early Childhood Development: 3-5 Years

Principles of normal growth and development from three years through five years. Emphasizes physical, emotional, cognitive, and social development. Field observation required.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- Field observation required.

CDEC 1339 - Early Childhood Dev 0-3 Years

Principles of typical growth and development from conception through three years of age. Emphasizes physical, cognitive, and social and emotional development.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 1343 - Independent Study in Child Development

Study of an approved career topic. Research, presentation of findings, and practical applications are emphasized as they relate to the selected topic.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 1356 - Emergent Literacy Early Child

An exploration of principles, methods, and materials for teaching young children language and literacy through a play-based integrated curriculum to children from birth through age eight.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- Field experience required

CDEC 1358 - Creative Arts Early Child

An exploration of principles, methods, and materials for teaching music, movement, visual arts, and dramatic play through process-oriented experiences to support divergent thinking for children birth through age eight.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 1359 - Children with Special Needs

A survey of information regarding children with special needs including possible causes and characteristics of exceptionalities, intervention strategies, available resources, referral processes, the advocacy role, and legislative issues.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2264 - Practicum-Child Care Provider

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0
Lab hours: 1.0

CDEC 2304 - Child Abuse and Neglect

Methods used in the identification of physical, emotional, and sexual abuse and neglect with an emphasis on developing skills for working with children and families. Includes methods of referral to public and private agencies that deal with investigation and treatment.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2307 - Math and Science for Early Childhood

An exploration of principles, methods, and materials for teaching children math and science concepts and process skills through discovery and play.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2315 - Diverse Cultural/Multilingual Education

An overview of diverse cultural and multilingual education including familial relationships, community awareness, diversity, and the needs of each and every child.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2322 - Child Development Associate Training 2

A continuation of the study of the requirements for the Child Development Associate Credential (CDA). The six functional areas of study include safe, healthy learning environment, self, social and guidance..

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2324 - Child Dev Associate Training 3

Continuation of the requirements for the Child Development Associate credential CDA. The three functional areas of study include family, program management and professionalism

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2326 - Administration of Programs for Children 1

Application of management procedures for early care education programs. Includes planning, operating, supervising, and evaluating programs. Topics cover philosophy, types of programs, policies, fiscal management, regulations, staffing, evaluation, and communication.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- Field experience required.

CDEC 2328 - Admin of Program Children 2

An in-depth study of the skills and techniques in managing early care and education programs, including legal and ethical Issues, personnel management, team building, leadership, conflict resolution, stress management, advocacy, professionalism, fiscal analysis and planning parent education/partnerships, and technical applications in programs. Field experience required.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Field experience required.

CDEC 2336 - Admin of Program for Children 3

An advanced study of the skills and techniques in administering early care and education programs.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2340 - Instructional Techniques for Children with Special Needs

Exploration of development and implementation of curriculum for children with special needs.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2341 - The School Age Child

A study of programs for the school age child, including an overview of development, learning environments, materials, activities and guidance techniques.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2380 - Cooperative Education Child-Care Provider Assistant - Capstone

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. Field experience required.

Grade Basis: L
Credit hours: 3.0
Lab hours: 15.0

Restrictions:

- Field experience required.

TECA 1303 - Families, Schools and Community

A study of the child, family, community and school, including parent education and involvement, family and community lifestyles, child abuse, and current family life issues. Course content must be aligned with as applicable with State Board of Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences

with children from infancy through age 12 in a variety of settings with varied and diverse populations. The course includes a minimum of 16 hours of field experience.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

TECA 1311 - Educating Young Children

An introduction to the education of the young child, including developmentally appropriate practices and programs, theoretical and historical perspectives, ethical and professional responsibilities, and current issues. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations; and the course includes a minimum of 16 hours of field experiences.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

TECA 1318 - Wellness of the Young Child

A study of the factors that impact the well-being of the young child including healthy behavior, food, nutrition, fitness, and safety practices. Focuses on local and national standards and legal implications of relevant policies and regulations. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth to age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. Course includes a minimum of 16 hours of field experiences.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

TECA 1354 - Child Growth & Development

A study of the physical, emotional, social, language, and cognitive factors impacting growth and development of children through adolescence.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Collision Repair Technology

Overview

Grayson College's Collision Repair Technologies program offers three levels of training and skills. Many students start with the Basic Collision Helper Certificate, and then build on those skills with the Basic Collision Apprentice Certificate. The highest level is the Associate of Applied Science degree. The courses within this program teach the skills recommended by area employers who work in the industry. The program is offered on the Main Campus in the new Career and Technology Center, which is equipped with the latest technology.

Course Requirements

Associate Degree, The Basic Collision Helper Certificate and The Basic Collision Apprentice Certificate all require a High School Diploma or GED certificate. The Associate of Applied Science Degree requires TSI requirements have been satisfied.

Capstone Experience

Graduation with an Entry Level Technician Certificate or an Associate of Applied Science Degree in Collision Repair Technologies requires successful completion of a Comprehensive Exam.

Local Employers

Bob Utter Ford, Texoma Ford, Classic Chevrolet, Star Autobody Howe

AAS Degree Requirements

Associate of Applied Science Degree

Subject	Semester Hours
ABDR 1519 (Basic Metal Repair)	5
ABDR 1431 (Basic Refinishing)	4
ABDR 1307 (Auto Body Welding)	3
ABDR 1555 (Minor Metal Repair)	5
ABDR 1558 (Intermediate Refinishing)	5
WLDG 1430 (Introduction to Gas Metal Arc (MIG) Welding)	4
*Mathematics/Life & Physical Science Core	3
ABDR 1411 (Vehicle Measurement and Damage Repair Procedures)	4
ABDR 2502 (Auto Body Mechanical and Electrical Service)	5
*SPCH 1311, 1315 or 1321	3
Social & Behavioral Science Core	3
ABDR 1449 (Auto Plastic and Sheet Molded Repair)	4
BUSG 2309 (Small Business Management)	3
*Lang, Phil, Culture/Creative Arts Core	3
ABDR 2355 (Collision Repair Estimating)	3
ENGL 1301 (Composition I)	3

* Check with Advisor.

* Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Capstone Experience: All students must complete the capstone requirement, successful completion of a comprehensive exam prior to graduation.

Certificate Degree Requirements

Basic Collision Apprentice Certificate

Subject	Semester Hours
ABDR 1519 (Basic Metal Repair)	5
ABDR 1431 (Basic Refinishing)	4
ABDR 1555 (Minor Metal Repair)	5
ABDR 1558 (Intermediate Refinishing)	5
ABDR 1411 (Vehicle Measurement and Damage Repair Procedures)	4
ABDR 2502 (Auto Body Mechanical and Electrical Service)	5
ABDR 1453 (Fiberglass Repair)	4
ABDR 2355 (Collision Repair Estimating)	3
Any 2 of these courses	**8-10**
ABDR 1555 (Minor Metal Repair)	5
ABDR 1558 (Intermediate Refinishing)	5
ABDR 1411 (Vehicle Measurement and Damage Repair Procedures)	4
ABDR 2502 (Auto Body Mechanical and Electrical Service)	5
ABDR 1453 (Fiberglass Repair)	4
ABDR 2355 (Collision Repair Estimating)	3
Any 2 of these not yet completed	**8-10**
ABDR 1555 (Minor Metal Repair)	5
ABDR 1558 (Intermediate Refinishing)	5
ABDR 1411 (Vehicle Measurement and Damage Repair Procedures)	4
ABDR 2502 (Auto Body Mechanical and Electrical Service)	5
ABDR 1453 (Fiberglass Repair)	4
ABDR 2355 (Collision Repair Estimating)	3
Any 2 of these not yet completed	**8-10**
Capstone Experience: All students must complete the capstone requirement, successful completion of a comprehensive exam prior to graduation.	

Basic Collision Helper Certificate

Subject	Semester Hours
ABDR 1519 (Basic Metal Repair)	5
ABDR 1431 (Basic Refinishing)	4
ABDR 1555 (Minor Metal Repair)	5
ABDR 1558 (Intermediate Refinishing)	5
ABDR 1411 (Vehicle Measurement and Damage Repair Procedures)	4
ABDR 2502 (Auto Body Mechanical and Electrical Service)	5
ABDR 1453 (Fiberglass Repair)	4
ABDR 2355 (Collision Repair Estimating)	3
Any 2 of these courses	**8-10**
Capstone Experience: All students must complete the capstone requirement, successful completion of a comprehensive exam prior to graduation.	

ABDR 1307 - Auto Body Welding

Fundamentals of automotive welding processes. Skill development in Oxy/acetylene, SMAW, GMAW, and cutting processes in a variety of applications.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

ABDR 1411 - Vehicle Measurement and Damage Repair Procedures

Introduction to damaged vehicle measurement and alignment systems.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 3.0

Prerequisites:

- ABDR 1431 - Basic Refinishing
- ABDR 1519 - Basic Metal Repair

Restrictions:

- Basic Metal Repair or consent of Instructor

ABDR 1431 - Basic Refinishing

An introduction to current refinishing products, shop safety, and equipment used in the automotive refinishing industry. Emphasis on surface preparation, masking techniques, and refinishing of trim and replacement parts.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 3.0

ABDR 1453 - Fiberglass Repair

A comprehensive course in automotive fiberglass repair including the use of various adhesive, fiberglass matt, and resins used for proper repair procedures

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 4.0

Prerequisites:

- ABDR 1431 - Basic Refinishing
- ABDR 1519 - Basic Metal Repair

Restrictions:

- Basic Metal Repair or consent of Instructor

ABDR 1519 - Basic Metal Repair

Basic current metal working techniques, shop safety, proper tool usage, product application, and skill development utilizing various body features including metal principles.

Grade Basis: L
Credit hours: 5.0
Lecture hours: 4.0

Lab hours: 4.0

ABDR 1555 - Minor Metal Repair

A course in sheet metal alignment principles using mechanical and hydraulic equipment. Emphasis on attachment devices used to straighten and align exterior body panels.

Grade Basis: L
Credit hours: 5.0
Lecture hours: 4.0
Lab hours: 4.0

Prerequisites:

- ABDR 1431 - Basic Refinishing
- ABDR 1519 - Basic Metal Repair

Restrictions:

- Basic Metal Repair or consent of Instructor

ABDR 1558 - Intermediate Refinishing

Expanded training in mixing and spraying of automotive topcoats. Emphasis on formula ingredient, reducing, thinning, and special spraying techniques. Introduction to partial panel refinishing techniques and current industry paint removal techniques.

Grade Basis: L
Credit hours: 5.0
Lecture hours: 4.0
Lab hours: 4.0

Prerequisites:

- ABDR 1431 - Basic Refinishing
- ABDR 1519 - Basic Metal Repair

Restrictions:

- Basic Metal Repair or consent of Instructor

ABDR 2355 - Collision Repair Estimating

An advanced course in collision estimating and development of an accurate damage report

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 2.0

Prerequisites:

- ABDR 1431 - Basic Refinishing
- ABDR 1519 - Basic Metal Repair

Restrictions:

- Basic Metal Repair or consent of Instructor

ABDR 2502 - Auto Body Mechanical and Electrical Service

A course in the repair, replacement, and/or service of collision damaged mechanical or electrical systems. Topics include drive train removal, reinstallation and service; cooling system service and repair; exhaust system service; and emission control systems. Additional topics include wire and connector repair, reading wiring diagrams, and troubleshooting.

Grade Basis: L
Credit hours: 5.0

Lecture hours: 4.0
Lab hours: 4.0

Prerequisites:

- ABDR 1431 - Basic Refinishing
- ABDR 1519 - Basic Metal Repair

Restrictions:

- Basic Metal Repair or consent of Instructor

Computer Maintenance & Networking Technology

Overview

Grayson College's Computer Maintenance program prepares students to support computers in a networked environment. Students become familiar with computer hardware, software and networking functionality, and will be prepared to take the COMPTIA, A+, Network+ Security+ and exams.

GC offers an **Associate of Applied Science degree in Computer Maintenance and Networking,** which is the culmination of the certificates along with the core curriculum to produce a well-rounded employee. The Certificates of Completion include the following options:

Computer Network Administration prepares the student to pass the Microsoft Certified System Administrator exams. This program covers basic networking fundamentals, LINUX, Microsoft Operating Systems, and server administration. Students will also be qualified to take the A+ and Network+ exams.

Computer Network Technician prepares students to pass the Network+ exam. This certificate covers basic networking fundamentals, LINUX, Windows 7, hardware devices and protocols. Students will also be qualified to take the A+ exam at the end of the second semester.

A+ Certificate Training for Computer Support Technician is a one-year program that prepares students for a career in the computer industry. It provides a comprehensive preparation for the A+ exam, an internationally recognized credential for computer maintenance technicians.

Students may also enroll in many of these courses through the College's Continuing Education division for non-credit experience and knowledge.

Course Requirements

The Computer Maintenance & Networking Technology program requires a High School Diploma or an equivalent for entrance into the program, the Associate of Applied Science Degree requires that TSI requirements have been met.

Capstone Experience

Graduation with an Associate of Applied Science Degree in the Computer Maintenance & Networking Technology program requires successful completion of a comprehensive capstone course. Graduation with the Computer Network Technician Certificate requires the successful completion of COMPTIA's Network+ exam or a comprehensive capstone course. And graduation with the Computer Support Technician Certificate requires the successful completion of COMPTIA's A+ exam or a comprehensive capstone course.

Local Employers

Gunter, McKinney, Sherman, Whitesboro School Districts; Texas Workforce Commission; Internet Texoma; Grayson College; Smartech; Ruiz Foods; Angels of Care; Alorica; GCEC

AAS Degree Requirements

Associate of Applied Science

Subject	Semester Hours
ENGL 1301 (Composition I)	3
CPMT 1303 (Intro to Computer Technology)	3
Elective*	3
ITNW 1325 (Fundamentals of Networking Technologies)	3
CPMT 1311 (Intro to Computer Maintenance)	3
ITNW 1354 (Implementing and Supporting Servers)	3
CPMT 2350 (Industry Certification Preparation)	3
CPMT 1345 (Computer Systems Maintenance)	3
Elective*	3

*Mathematics/Life & Physical Science Core	3
SPCH 1311 (Introduction to Speech Communication)	3
ITSY 1300 (Fundamentals of Information Security)	3
ITNW 1351 (Fundamentals of Wireless LANs)	3
Elective*	3
*Language, Philosophy, Culture/Creative Arts	3
CPMT 2345 (Computer Systems Troubleshooting)	3
CPMT 1349 (Computer Networking Technology)	3
Elective*	3
ITSC 1316 (Linux Installation and Configuration)	3
*Social & Behavioral Science Core	3

Degree: Associate of Applied Science Degree in Computer Maintenance and Networking Technology.

Capstone Experience: Graduation with the Associate of Applied Science Degree requires the successful completion of the prescribed capstone course CPMT 2345.

*Approved Electives: EECT 1407, ITNW 1308, ITNW 1354, ITNW 2305, ITSC 1305, ITSW 1307, CPMT 2388, CPMT 2389, CPMT 2688, COSC 1336, COSC 1337, COSC 2336, COSC 2330, IMED 1316, IMED 2315, CPMT 1391, ITSC 2339, ITSC 1305, ITSC 1309. ITSY 2317, ITNW 2355, ITSC 1342, ITSC 2325, ITSE 2317

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Certificate Degree Requirements

2 Year Certificate Programs

Computer Network Administration

Subject	Semester Hours
ITSY 1300 (Fundamentals of Information Security)	3
CPMT 1311 (Intro to Computer Maintenance)	3
ITNW 1325 (Fundamentals of Networking Technologies)	3
CPMT 1303 (Intro to Computer Technology)	3
ITSC 2339 (Personal Computer Help Desk)	3
CPMT 2350 (Industry Certification Preparation)	3
CPMT 1345 (Computer Systems Maintenance)	3
ITSC 1316 (Linux Installation and Configuration)	4
ITNW 1354 (Implementing and Supporting Servers)	3
ITNW 1308 (Implementing and Supporting Client Operating Systems)	3
CPMT 1349 (Computer Networking Technology)	3
CPMT 2345 (Computer Systems Troubleshooting)	3
ITNW 2305 (Network Administration)	3

Capstone Experience: All students must complete the capstone course CPMT 1349

Computer Network Technician

Subject	Semester Hours
EECT 1407 (Convergent Technologies)	4
CPMT 1311 (Intro to Computer Maintenance)	3
ITNW 1325 (Fundamentals of Networking Technologies)	3
CPMT 1303 (Intro to Computer Technology)	3
CPMT 2350 (Industry Certification Preparation)	3
CPMT 1345 (Computer Systems Maintenance)	3
ITSC 2339 (Personal Computer Help Desk)	3
ITSC 1316 (Linux Installation and Configuration)	4

ITNW 1354 (Implementing and Supporting Servers)	3
ITSY 1300 (Fundamentals of Information Security)	3
CPMT 1349 (Computer Networking Technology)	3
ITNW 2305 (Network Administration)	3
CPMT 2345 (Computer Systems Troubleshooting)	3

Capstone Experience: All students must complete the capstone course CPMT 1349.

1 year Certificate Programs

Computer Support Technician

Subject	Semester Hours
CPMT 1303 (Intro to Computer Technology)	3
CPMT 1311 (Intro to Computer Maintenance)	3
ITNW 1325 (Fundamentals of Networking Technologies)	3
CPMT 2350 (Industry Certification Preparation)	3
CPMT 1345 (Computer Systems Maintenance)	3
ITSC 2339 (Personal Computer Help Desk)	3

Capstone Experience: All students must complete the capstone course CPMT 2350

ITSC 2325 - Advanced Linux

Provides instruction in advance open-source Linux operating system. Develops directory services for clients, support users remotely, and install and configure network services.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

Prerequisites:

- ITSC 1316 - Linux Installation and Configuration

CPMT 1303 - Intro to Computer Technology

A fundamental computer course that provides explanation of the utilization of computer hardware and software with an emphasis on terminology, acronyms, and hands on activity.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

CPMT 1311 - Intro to Computer Maintenance

Introduction to the installation, configuration, and maintenance of a microcomputer system.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

CPMT 1345 - Computer Systems Maintenance

A study of the components within a computer system. Development of testing and troubleshooting skills.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Lab hours: 1.0

Restrictions:

- Course text is the CompTIA Network+ exam prep guide

CPMT 1349 - Computer Networking Technology

Networking fundamentals, terminology, hardware, software, and network architecture. Includes local and wide area networking concepts and networking installations and operations.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

CPMT 1391 - Special Topics in Computer Installation and Repair Technology/Technician

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

CPMT 2345 - Computer Systems Troubleshooting

Principles and practices involved in computer system troubleshooting techniques and repair procedures involving advanced diagnostic test programs and the use of specialized equipment.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Prerequisites:

- CPMT 1345 - Computer Systems Maintenance

CPMT 2350 - Industry Certification Preparation

Overview of the objectives for industry specific certification exam(s).

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

CPMT 2388 - Internship - Computer Installation and Repair Technology/Technician.

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.

Grade Basis: L
Credit hours: 3.0

CPMT 2389 - Internship

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.

Grade Basis: L
Credit hours: 3.0

Prerequisites:

- CPMT 2388 - Internship - Computer Installation and Repair Technology/Technician.

CPMT 2688 - Internship - Computer Installation and Repair Technology/Technician

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.

Grade Basis: L
Credit hours: 6.0

EECT 1407 - Convergent Technologies

A study of telecommunications convergence technologies including telephone, LAN, WAN, wireless, voice, video, and internet protocol.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 2.0

ITNW 1308 - Implementing and Supporting Client Operating Systems

The fundamentals of managing and configuring network clients.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ITNW 1325 - Fundamentals of Networking Technologies

Instruction in networking technologies and their implementation. Topics include the OSI reference model, network protocols, transmission media, and networking hardware and software.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

ITNW 1351 - Fundamentals of Wireless LANs

Design, plan, implement, operate, and troubleshoot Wireless Local Area Networks (WLANs). Includes WLAN design, installation, and configuration; and WLAN security issues and vendor interoperability strategies.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ITNW 1354 - Implementing and Supporting Servers

Implement, administer, and troubleshoot information systems that incorporate servers in a networked computing environment.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ITNW 2305 - Network Administration

Topics include network components, user accounts and groups, network file systems, file system security, and network printing.

Grade Basis: L

Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ITSC 1305 - Introduction to PC Operating Systems

Introduction to personal computer operating systems including installation, configuration, file management, memory and storage management, control of peripheral devices, and use of utilities.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

ITSC 1316 - Linux Installation and Configuration

Introduction to Linux operating system. Includes Linux installation, basic administration, utilities and commands, upgrading, networking security, and application installation. Emphasizes hands-on setup, administration, and management of Linux.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

ITSY 1300 - Fundamentals of Information Security

An introduction to Information security including vocabulary and terminology, ethics, the legal environment and risk management. Identification of exposures and vulnerabilities and appropriate countermeasures are addressed. The importance of appropriate planning, policies and controls is discussed.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ITSY 2317 - Wireless Security Development

Development of information security policies, standards, and guidelines for an organization. Includes Demilitarized Zone (DMZ), antivirus, Virtual Private Network (VPN), wireless communications, remote access, and other critical administrative and operational security policies. Identification of exposures and vulnerabilities and appropriate countermeasures are addressed. Emphasizes wireless security goals of availability, integrity, accuracy, and confidentiality in the design, planning, implementing, operating, and troubleshooting of wireless LAN along with appropriate planning and administrative controls.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ITSC 2339 - PC Help Desk

Diagnosis and solution of user hardware and software related problems with on-the-job and/or simulated projects.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ITNW 2355 - Server Virtualization

An in-depth study of the installation, configuration, management and troubleshooting of a virtualized server environment.

Grade Basis: L

Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Prerequisites:

- ITNW 1354 - Implementing and Supporting Servers
- ITNW 2305 - Network Administration

Restrictions:

- ITNW 1354 (Implementing and Supporting Servers) -or- ITNW 2305 (Network Administration)

ITSC 1342 - Shell Programming

Reading, writing, and debugging shell scripts. Development of scripts to automate frequently executed sequences of commands. Covers conditional logic, user interaction, loops, and menus to enhance the productivity and effectiveness of the user. Intended for programmers who are familiar with operating environments and reading and writing various shell scripts.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Prerequisites:

- ITSC 1316 - Linux Installation and Configuration

Computer Science/Computer Information Systems

Overview

The Computer Science/Computer Information Associate Degree at Grayson College includes a state mandated core of 42 hours and is designed for transfer to four-year institutions. This particular degree plan is a road map for students who wish to major in Computer Science, Computer Information Systems, or Computer Engineering at the university level. All students should routinely consult with a faculty advisor in the Grayson Computer Science department and with the university/college of their choice to determine which courses should be taken for its bachelor's degree in their desired major.

AS Degree Requirements

Computer Science/Computer Information Systems

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Subject	Semester Hours
COSC 1336 (Programming Fundamentals I)	3
*HUMA 1301, PHIL 1301, 1304 or 2306	3
ENGL 1301 (Composition I)	3
HIST 1301 (United States History I)	3
MATH 1314 (College Algebra)	3
COSC 1437 (Programming Fundamentals II)	4
*ENGL 1302, 2311 OR SPCH 1321	3
MATH 2312 (Pre-Calculus Math)	3
HIST 1302 (United States History II)	3
*ARTS 1301, DRAMA 1310 or MUSI 1306	3
COSC 2436 (Programming Fundamentals III)	4
MATH 2413 (Calculus I)	3
GOVT 2305 (Federal Government) or GOVT 2306	3
**Approved Life and Physical Science	3
**Approved Life and Physical Science Lab	1
COSC 2425 (Computer Organization and Machine Language)	4
GOVT 2306 (Texas Government) or GOVT 2305	3
*ECON 2301 (Principles of Macroeconomics) or 2302 (Principles of Microeconomics)	3
Approved Life & Physical Sciences Core	3
**Approved Life & Physical Sciences Lab	1
	60

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

*COSC 1336 should be taken first semester.

**Approved Life and Physical Sciences Core: BIOL 1306/1106, BIOL 1307/1107, CHEM 1311/1111, CHEM 1312/1112,

PHYS 1301/1101, PHYS 1302/1102, PHYS 2325/2125, PHYS 2326/2126. Choice should be approved by computer science faculty advisor.

BCIS 1305 - Business Computer Applications

Computer terminology, hardware, software, operating systems, and information systems relating to the business environment. The main focus of this course is on business applications of software, including word processing, spreadsheets, databases, presentation graphics, and business-oriented utilization of the Internet. This course is not intended to count toward a student's major field of study in computer science.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

COSC 1301 - Introduction to Computer Science

Overview of computer systems-hardware, operating systems, and microcomputer application software, including the Internet, word processing, spreadsheets, presentation graphics, and databases. Current issues such as the effect of computers on society, and the history and use of computers in business, educational, and other modern settings are also studied. This course is not intended to count toward a student's major field of study in business or computer science.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

COSC 1437 - Programming Fundamentals II

This course focuses on the object-oriented programming paradigm, emphasizing the definition and use of classes along with fundamentals of object-oriented design. The course includes basic analysis of algorithms, searching and sorting techniques, and an introduction to software engineering processes. Students will apply techniques for testing and debugging software

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 2.0

COSC 2425 - Computer Organization and Machine Language

The organization of computer systems is introduced using assembly language. Topics include basic concepts of computer architecture and organization, memory hierarchy, data types, computer arithmetic, control structures, interrupt handling, instruction sets, performance metrics, and the mechanics of testing and debugging computer systems. Embedded systems and device interfacing are introduced

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 3.0

Restrictions:

- COSC1437 – Programming Fundamentals II Or Grade of "A" in COSC 1336 - Programming Fundamentals I

COSC 2436 - Programming Fundamentals III

Further applications of programming techniques, introducing the fundamental concepts of data structures and algorithms. Topics include recursion, fundamental data structures (including stacks, queues, linked lists, hash tables, trees, and graphs) and algorithmic analysis.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 3.0

Prerequisites:

- COSC 1437 - Programming Fundamentals II

COSC 1336 - Program Fundamentals I

Introduces the fundamental concepts of structured programming. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Computer Technology

ARTC 1325 - Introduction to Computer Graphics

A survey of computer design concepts, terminology, processes, and procedures. Topics include computer graphics hardware, electronic images, electronic publishing, vector-based graphics, and interactive multimedia.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

ARTV 1351 - Digital Video

Producing and editing video and sound for multimedia or web productions. Emphasizes capture, editing, and outputting of video using a desktop digital video workstation.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

BUSG 1302 - E Business Management

Introduction to business. Includes the internet, infrastructure for electronic commerce, markup languages, web-based tools and software, security issues, and electronic payment systems. Also covers strategies for marketing, sales, and purchasing; legal, ethical, and tax issues; and management functions.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

EECT 1303 - Intro to Telecommunications

An overview of the telecommunications industry. Topics include the history of the telecommunications industry, terminology, rules and regulations, and industry standards and protocols.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

IMED 1301 - Introduction to Digital Media

Theories, elements, and hardware/software components of digital media. Emphasis on conceptualizing and producing digital media presentations.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

IMED 1305 - Digital Media Courseware Development I

Instruction in courseware development. Topics include interactivity, branching, navigation, evaluation techniques and interface/information design using industry standard authoring software.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

IMED 1316 - Internet Web Page Design I

Instruction in web design and related graphic design including mark-up languages, and browser issues.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

IMED 1341 - Interface Design

Interface design process including selecting interfaces that are relative to a project's content and delivery system. Emphasis on aesthetic issues such as iconography, screen composition, colors, and typography.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

IMED 2301 - Instructional Design

Instructional design process based on learning theories, including evaluation of models and design examples.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

IMED 2309 - Internet Commerce

An overview of the internet as a marketing and sales tool with emphasis on developing a prototype for electric commerce.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- Web page design experience and familiarity with database concepts.

IMED 2313 - Project Analysis and Design

Application of the planning and production processes for digital media projects. Emphasis on copyright and other legal issues, content design and production management.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

IMED 2315 - Web Page Design II

Mark-up language and advanced layout techniques for creating web pages. Emphasis on identifying the target audience and producing web sites, according to accessibility standards, cultural appearance, and legal issues.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ITNW 1325 - Fundamentals of Networking Technologies

Instruction in networking technologies and their implementation. Topics include the OSI reference model, network protocols, transmission media, and networking hardware and software.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

ITNW 1392 - Special Topics in Computer Systems/Networking and Telecommunications

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. (R)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

ITNW 2305 - Network Administration

Topics include network components, user accounts and groups, network file systems, file system security, and network printing.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ITSC 1305 - PC Operating Systems

Introduction to personal computer operating systems including installation, configuration, file management, memory and storage management, control of peripheral devices, and use of utilities.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

ITSC 1309 - Integrated Software Applications 1

Introduction to business productivity software suites using word processing, spreadsheets, databases, and/or presentation software.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

ITSC 1316 - Linux Installation and Configuration

Introduction to Linux operating system. Includes Linux installation, basic administration, utilities and commands, upgrading, networking, security, and application installation. Emphasizes hands-on setup, administration, and management of Linux.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 3.0

ITSC 1325 - Personal Computer Hardware

Current personal computer hardware including assembly, upgrading, setup, configuration, and troubleshooting.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

ITSC 1391 - Special Topics in Computer and Information Systems, General

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. Course may be repeated for credit when topics vary. This course was designed to be repeated multiple times to improve student proficiency.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

Restrictions:

- Will vary based on topics covered and will be annotated in each semester's class schedule
- Lab required

ITSC 1407 - UNIX Operating System I

Introduction to the UNIX operating system including multi-user concepts, terminal emulation, use of system editor, basic UNIX commands, and writing script files. Includes introductory system management concepts.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 3.0

ITSC 2321 - Integrated Software Applications II

Intermediate study of computer applications from business productivity software suites. Instruction in embedding data and linking and combining documents using word processing, spreadsheets, databases, and/or presentation media software.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

ITSC 2339 - Personal Computer Help Desk Support

Diagnosis and solution of user hardware and software related problems with hands-on and/or simulated projects.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

ITSE 2317 - JAVA Programming

Java programming for applications and web applets.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ITSE 2386 - Internship – Computer Programming/Programmer, General

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.

Grade Basis: L

Credit hours: 3.0
Lab hours: 18.0

ITSW 1304 - Introduction to Spreadsheets

Instruction in the concepts, procedures, and application of electronic spreadsheets.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 2.0

ITSW 1307 - Introduction to Database

Introduction to database theory and the practical applications of a database.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ITSW 2380 - Cooperative Education - Data Processing and Data Processing Technology/ Technician

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 5.0

Restrictions:

- Sophomore standing or consent of instructor.
- This course requires 283 hours of lab work.

ITSW 2437 - Advanced Database

Advanced concepts of database design and functionality.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 2.0

ITSY 2343 - Computer System Forensics

In-depth study of system forensics including methodologies used for analysis of computer security breaches. Gather and evaluate evidence to perform postmortem analysis of a security breach.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

Cosmetology

Overview

Grayson College's cosmetology programs may be completed in one year or less, and offers more affordable tuition rates when compared to private training programs.

GC students train in a modern salon environment and earn experience hours with patrons from the community. The Cosmetology Salon is located in the Career and Technology Center on the Main Campus. Training options include:

A complete one-year **Cosmetology Certificate Program** prepares students with professional skills for hair styling, manicures, pedicures, skincare, hair shaping, chemical reformation, principles of hair coloring, and other related courses.

The **Nail Technician Program** prepares students with professional skills in manicuring, nail structure and growth, advance nail techniques, and other related courses. It is a 5 (five) month one semester certificate program, where successful students earn certificates of graduation and then are eligible to apply for the State Board Examination. Students who successfully complete the state exam will then become a licensed Nail Technician.

The **Esthetician and Skin Care Specialist Program** prepares students with professional skills for skin-care and other related courses. It is a 9 (nine) month certificate program, where upon completion of the program, students are awarded certificates of graduation and are then eligible to apply for the State Board Examination. Students who successfully complete the state exam will then become a licensed Esthetician & Skin Care Specialist.

The **Cosmetology Instructor Program** prepares licensed cosmetologists with professional skills for teaching. Upon completion of the program students will be awarded certificates of completion and then become eligible to apply for the Instructor State Board Examination. Grayson College offers the training in a 9 (nine) month certificate program, or a 5 (five) month certificate program for cosmetologists with at least one year of work experience in the cosmetology field.

Course Requirements

- The **Cosmetology Certificate Program** requires a High School Diploma or GED, completion of 42 semester hours of cosmetology courses and 1500 clock hours. High School students in the 11th grade may enter, but must complete the high school requirements before receiving their certificate with 1000 hours of cosmetology and completion of high school diploma.
- The **Nail Technician Program** requires a High School Diploma or GED, must be 17 years of age and completion of 600 clock hours.
- The **Esthetician and Skin Care Specialists Program** requires a High School Diploma or GED, must be 17 years of age and completion of 750 hours.
- The **Cosmetology Instructor Program** requires a High School Diploma or GED, must be 18 years of age and completion of 750 clock hours for the nine-month program and 500 clock hours for the five-month program.

Students should contact the Admissions Office prior to enrollment. Prerequisite for cosmetology is CSME 1401 and CSME 1405, for Esthetics CSME 1438 with a passing grade of 70%.

Capstone Experience

- **Certificate in Cosmetology** requires successful completion of CSME 2441 with at least a 70% and mock Cosmetology State Board Exam.
- **Certificate in Nail Technology** requires successful completion of CSME 1443 with at least a 70% and a mock State Board Exam.
- **Certificate in Esthetician and Skin Care** requires successful completion of CSME 2431 with at least a 70% and a mock Esthetician State Board Exam.
- **Certificate in Cosmetology Instructor** requires successful completion of CSME 2445 with at least a 70% and mock Instructor State Board Exam.

Local Employers

J. Toland, Big Apple Beauty Mall, Pro-Cuts, J.C. Penney's, Continental, Ulta

Certificate Degree Requirements

Cosmetology Certificate

Subject	Semester Hours
CSME 1401 (Orientation to Cosmetology)	4
CSME 1405 (Fundamentals of Cosmetology)	4
CSME 1310 (Introduction to Haircutting and Related Theory)	3
CSME 1443 (Manicuring and Related Theory)	4
CSME 1453 (Chemical Reformation and Related Theory)	4
CSME 2401 (The Principles of Hair Coloring and Related Theory)	4
CSME 2343 (Salon Development)	3
CSME 1451 (Artistry of Hair, Theory and Practice)	4
CSME 1447 (Principles of Skin Care/Facials and Related Theory)	4
CSME 2439 (Advanced Hair Design)	4
CSME 2441 (Preparation for Texas Cosmetology Commission Examination)	4
	42

Upon completion of 42 semester hours of Cosmetology courses and completion of 1500 clock hours, the student will be issued a certificate of completion and become eligible to apply for the Cosmetology State Board Exam.

Capstone Experience: Pass CSME 2441 with at least 70% and a mock Cosmetology State Board Exam.

Cosmetology—Esthetician and Skin Care Specialist

Subject	Semester Hours
CSME 1348 (Principles of Skin Care)	3
CSME 1547 (Principles of Skin Care/Facials and Related Theory)	5
CSME 1521 (Principles of Facial/Esthetics Technology)	5
CSME 1545 (Principles of Facial/Esthetics Technology II)	5
CSME 2431 (Principles of Facial/Esthetics Technology III)	4
	22

Upon completion of 22 semester hours of Esthetician courses and completion of 750 clock hours, the student will be issued a certificate of completion and become eligible to apply for the Esthetician State Board Exam. Capstone Experience: Pass CSME 2431 with at least 70% and a mock Esthetician State Board Exam.

Cosmetology—Nail Technician

Subject	Semester Hours
CSME 1430 (Orientation to Nail Technology)	4
CSME 1431 (Principles of Nail Technology I)	4
CSME 1441 (Principles of Nail Technology II)	4
CSME 1443 (Manicuring and Related Theory)	4
	16

Upon completion of 16 semester hours of Nail Technician courses and completion of 600 clock hours, the student will be issued a certificate of completion and become eligible to apply for the Nail Technician State Board Exam.

Capstone Experience: Pass CSME 1443 with at least 70% and a mock State Board Exam.

Cosmetology—Instructor	
CSME 1535 (Orientation to the Instruction of Cosmetology)	5
CSME 1434 (Cosmetology Instructor I)	4
CSME 2414 (Cosmetology Instructor II)	4
CSME 2449 (Cosmetology Instructor III)	4
CSME 2444 (Cosmetology Instructor IV)	4
CSME 2445 (Instructional Theory & Clinic Operations)	4
	25

Upon completion of 25 semester hours of Instruction courses and completion of 750 clock hours, the student will be issued a certificate of completion and become eligible to apply for the Instructor State Board Exam. Capstone Experience: Pass CSME 2445 with at least 70% and a mock Instructor State Board Exam.

Cosmetology Instructor (with at least one year of work experience in the cosmetology field)	
Subject	**Semester Hours**
CSME 1535 (Orientation to the Instruction of Cosmetology)	5
CSME 1434 (Cosmetology Instructor I)	4
CSME 2444 (Cosmetology Instructor IV)	4
CSME 2445 (Instructional Theory & Clinic Operations)	4
	17

Upon completion of 17 semester hours of instruction courses and completion of 500 clock hours, the student will be issued a certificate of completion and become eligible to apply for the Instructor State Board Exam

Capstone Experience: Pass CSME 2445 with at least 70% and Mock Instructor State Board Exam.

CSME 1310 - Introduction to Haircutting and Related Theory

Introduction to the theory and practice of hair cutting. Topics include terminology, implements, section haircutting and finishing techniques.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

CSME 1348 - Principles of Skin Care

An introduction of the theory and practice of skin care.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

Prerequisites:

- CSME 1521 - Principles of Facial/Esthetics Technology

CSME 1401 - Orientation to Cosmetology

An overview of the skills and knowledge necessary for the field of cosmetology. Corequisite: CSME 1405, Fundamentals of Cosmetology

Grade Basis: L
Credit hours: 4.0

Lecture hours: 2.0
Lab hours: 4.0

Prerequisites:

- CSME 1405 - Fundamentals of Cosmetology

CSME 1405 - Fundamentals of Cosmetology

A course in the basic fundamentals of cosmetology. Topics include service preparation, manicure, facial, chemical services, shampoo, haircut, wet styling and comb outs

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 8.0

Prerequisites:

- CSME 1401 - Orientation to Cosmetology

CSME 1430 - Orientation to Nail Technology

An overview of the fundamental skills and knowledge necessary for the field of nail technology

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 8.0

Prerequisites:

- CSME 1431 - Principles of Nail Technology I

CSME 1431 - Principles of Nail Technology I

A course in the principles of nail technology. Topics include anatomy, physiology, theory, and skills related to nail technology.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 8.0

Prerequisites:

- CSME 1430 - Orientation to Nail Technology

CSME 1434 - Cosmetology Instructor I

The fundamentals of instructing cosmetology

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 4.0

Prerequisites:

- CSME 1430 - Orientation to Nail Technology

Restrictions:

- Valid Texas Cosmetology Commission License
- High School Diploma or GED

CSME 1441 - Principles of Nail Technology II

A continuation of the concepts and principles of nail technology. Topics include advanced instruction in anatomy, physiology, theory, and related skills of nail technology.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 8.0

Prerequisites:

- CSME 1430 - Orientation to Nail Technology

CSME 1443 - Manicuring and Related Theory

Presentation of the theory and practice of nail technology. Topics include terminology, application, and workplace competencies related to nail technology

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 8.0

Prerequisites:

- CSME 1401 - Orientation to Cosmetology

CSME 1447 - Principles of Skin Care/Facials and Related Theory

In-depth coverage of the theory and practice of skin care, facials and cosmetics.

Grade Basis: L
Credit hours: 5.0
Lecture hours: 8.0
Lab hours: 3.0

Prerequisites:

- CSME 1401 - Orientation to Cosmetology

CSME 1451 - Artistry of Hair, Theory and Practice

Instruction in the artistry of hair design. Topics include theory, techniques and application of hair design.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 8.0

Prerequisites:

- CSME 1401 - Orientation to Cosmetology

CSME 1453 - Chemical Reformation and Related Theory

Presentation of the theory and practice of chemical reformation. Topics include terminology, application and workplace competencies related to chemical reformation.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 8.0

Prerequisites:

- CSME 1401 - Orientation to Cosmetology

CSME 1521 - Principles of Facial/Esthetics Technology

An introduction to the principles of facial/esthetic technology. Topics include anatomy, physiology, theory, and related skills of facial/esthetic technology

Grade Basis: L
Credit hours: 5.0
Lecture hours: 3.0
Lab hours: 8.0

Prerequisites:

- CSME 1348 - Principles of Skin Care

CSME 1535 - Orientation to the Instruction of Cosmetology

An overview of the skills and knowledge necessary for the instruction of cosmetology students

Grade Basis: L
Credit hours: 5.0
Lecture hours: 2.0
Lab hours: 9.0

Restrictions:

- Valid Texas Cosmetology Commission License
- High School Diploma or GED

CSME 1545 - Principles of Facial/Esthetics Technology II

A continuation of the concepts and principles in skin care and other related technologies. Topics include advanced instruction in anatomy, physiology, theory, and relatedskills of facial/esthetic techno logy

Grade Basis: L
Credit hours: 5.0
Lecture hours: 3.0
Lab hours: 8.0

CSME 1547 - Principles of Skin Care/Facials & Related Theory

In-depth coverage of the theory and practice of skin care, facials, and cosmetics

Grade Basis: L
Credit hours: 5.0
Lecture hours: 3.0
Lab hours: 8.0

CSME 2343 - Salon Development

Exploration of salon development. Topics include professional ethics and goals, salon operations and record keeping.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

CSME 2401 - The Principles of Hair Coloring and Related Theory

Presentation of the theory and practice of hair color and chemistry. Topics include terminology, application, and workplace competencies related to hair color and chemistry

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 6.0

Prerequisites:

- CSME 1401 - Orientation to Cosmetology

CSME 2414 - Cosmetology Instructor II

A continuation of the fundamentals of instructing cosmetology students.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 5.0

Restrictions:

- Valid Texas Cosmetology Commission License
- High School Diploma or GED

CSME 2431 - Principles of Facials/Esthetics Technology III

Demonstrate professional ethics, salon management, and develop client relations and related skills in preparation for the Texas Cosmetology Commission examination.

Grade Basis: L
Credit hours: 5.0
Lecture hours: 3.0
Lab hours: 8.0

CSME 2439 - Advanced Hair Design

Advanced concepts in the theory and practice of hair design.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 6.0

Prerequisites:

- CSME 1401 - Orientation to Cosmetology

CSME 2441 - Preparation for Texas Cosmetology Commission Examination

Preparation for the Texas Cosmetology Commission Operator Examination

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 8.0

Prerequisites:

- CSME 1401 - Orientation to Cosmetology

CSME 2444 - Cosmetology Instructor IV

Advanced concepts of instruction in a cosmetology program. Topics include demonstration, development, and implementation of advanced evaluation and assessment techniques.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 8.0

Restrictions:

- Valid Texas Cosmetology Commission License
- High School Diploma or GED

CSME 2445 - Instructional Theory & Clinic Operations

An overview of the objectives required by the Texas Cosmetology Commission Instructor Examination.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 3.0

Restrictions:

- Valid Texas Cosmetology Commission License
- High School Diploma or GED

CSME 2449 - Cosmetology Instructor III

Presentation of lesson plan assignments and evaluation techniques.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 6.0

Restrictions:

- Valid Texas Cosmetology Commission License
- High School Diploma or GED

Criminal Justice Technology

Overview

Grayson College offers an Associate of Applied Science degree in Criminal Justice and a Certificate in Law Enforcement. Majoring in Criminal Justice will help prepare the student to become a police officer, sheriff's deputy, or a state police officer. Employment opportunities also exist serving as a corrections officer, probation officer, parole officer, federal law enforcement positions, and the corporate world of loss prevention.

The entire Criminal Justice AAS degree program is also available in an online format.

CJSA courses may also be taken for non-credit through the GC Continuing Education division.

Course Requirements

Admission to Grayson College requires a high school diploma or an equivalent and that all TSI requirements are met.

Capstone Experience

Graduation with an Associate of Applied Science Degree in Criminal Justice requires successful completion of a Comprehensive Exit Exam.

Local Employers

Grayson County Sheriff's Office, Sherman Police Department, Denison Police Department, Pottsboro Police Department, Howe Police Department, Buster Cole State Jail and the Choice Moore Transfer Facility.

AAS Degree Requirements

Associate of Applied Science - Criminal Justice Technology

Subject	Semester Hours
*CRIJ 1301 / CJSA 1322 (Intro to Criminal Just.)	3
ENGL 1301 (Composition I)	3
*CRIJ 1306 / CJSA 1313 (Court Systems Practices)	3
*CRIJ 1310 / CJSA 1327 (Fundamentals of Criminal Law)	3
HIST 1301 (United States History I)	3
*CRIJ 1307 / CJSA 1312 (Crime in America)	3
ENGL 2311 (Technical and Business Writing) / ENGL 1302 (Composition II)	3
*CRIJ 2314 / CJSA 1342 (Criminal Investigation)	3
*SPCH 1311 (Intro to Spch Comm.) /1321 Business and Professional Comm.	3
HIST 1302 (United States History II)	3
*CRIJ 2301 / CJCR 2324 (Community Resources in Corrections)	3
GOVT 2305 (Federal Government)	3
*CRIJ 2313 / CJCR 1307 (Correctional Systems and Practices)	3
*CRIJ 2323 / CJSA 2300 (Legal Aspects of Law Enforcement)	3
SOCI 1301 (Introduction to Sociology)	3
CJSA 2334 (Contemporary Issues in Criminal Justice)	3
*MATH 1332 (Contemporary Mathematics)	3
CRIJ 2328 / CJSA 1359 (Police Systems and Practices)	3
*HUMA 1301 (Introduction to the Humanities I)	3

*Elective	3
	60

Certificate Requirements

Law Enforcement Certificate

Subject	Semester Hours
* Any Four CRIJ/CJSA courses	12
CJLE 1506 (Basic Peace Officer I)	5
CJLE 1512 (Basic Peace Officer II)	5
CJLE 1518 (Basic Peace Officer III)	5
CJLE 1524 (Basic Peace Officer IV)	5
CJLE 1329 (Basic Peace Officer V)	3
CJLE 1211 (Basic Firearms)	2
	37

Capstone Requirement: All students must pass the Texas Commission on Law Enforcement (TCOLE) Basic Peace Officer Exam.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Students who desire Associate of Applied Science Degree, see degree requirements.

CJCR 1307 - Correctional System

Corrections in the criminal justice system; organization of correctional systems; correctional role; institutional operations; alternatives to institutionalization; treatment and rehabilitation; current and future issues. End-Of- Course Outcomes: Describe historical trends; identify the organization and role of corrections; distinguish operations and procedure within correctional programs; and evaluate rehabilitation, alternatives to institutionalization, and future issues.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CJCR 2324 - Community Resources in Corrections

An introductory study of the role of the community in corrections; community programs for adults and juveniles; administration of community programs; legal issues; future trends in community treatment. End-Of-Course Outcomes: Identify alternatives to incarceration; compare and contrast the strengths and weaknesses inherent in contemporary models of intermediate sanctions; and appraise future trends in community treatment options.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CJSA 1308 - Criminalistics I

Introduction to the field of criminalistics. Topics include the application of scientific and technical methods in the investigation of crime Including location, identification, and handling of evidence for scientific analysis.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CJSA 1312 - Crime in America

American crime problems in historical perspective; social and public policy factors affecting crimes; impact and crime trends; social characteristics of specific crime; prevention of crime. End-of-Course Outcomes: Explain the psychological, social, and economic impact of crime in society; and identify characteristics and prevention of major crimes. Cross Reference: This course is parallel to the Academic Course Guide Manual (ACGM) course, CRIJ 1307.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CJSA 1313 - Court Systems and Practices

The judiciary in the criminal justice system; structure of the American court system; prosecution; right to counsel; pre-trial release; grand juries; adjudication process; types and rules of evidence, sentencing. End-of-Course Outcomes: Describe the American judiciary system and its structure; identify the roles of judicial officers; identify the trial processes from pretrial to sentencing; and interpret the role of evidence.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CJSA 1322 - Introduction to Criminal Justice

History and philosophy of criminal justice and ethical considerations; crime defined; its nature and impact; overview of criminal justice system; law enforcement; prosecution and defense; trial process; corrections. End-of-Course Outcomes: Describe and explain the history, philosophy and ethical considerations of criminal justice; define the nature and impact of crime on society and how it is integrated in to the criminal justice system; distinguish between the civil and criminal courts; and interpret the relationship between the components of the criminal justice system.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CJSA 1327 - Fundamentals of Criminal Law

A study of the nature of criminal law; philosophical and historical development; major definitions and concepts; classification of crime; elements of crimes and penalties using Texas statutes as illustrations; criminal responsibility. End-of-Course Outcomes: Explain the historical and philosophical development of the nature of criminal law; describe definitions and concepts of criminal law, classifications of crimes, the elements of offenses and penalties using Texas statutes as illustrations; and discuss criminal responsibilities as they apply to the criminal statutes.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CJSA 1342 - Criminal Investigation

Investigative theory; collection and preservation of evidence; source of information; interview and interrogation; uses of forensic sciences; case and trial preparation. End-Of-Course Outcomes: Define the goals and objectives of criminal investigations; illustrate the use of forensic science for various statutory offenses; and organize the criminal case including field notes, reports, crime scene activities, and mandatory documentation of statutory warning.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CJSA 1359 - Police Systems and Practices

The police profession; organization of law enforcement systems; the police role; police discretion; ethics; police-community interaction; current and future issues. End-Of-Course Outcomes: Explain the application of ethics, discretion, and sensitivity to the police profession; and describe the organization of law enforcement systems and its relationship to current and future issues.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CJSA 1393 - Special Topics in Criminal Justice

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be multiple times to improve student proficiency.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CJSA 2300 - Legal Aspects of law Enforcement

Police authority; responsibilities; constitutional constraints; laws of arrest, search, and seizure; police liability. End-Of-Course Outcomes: Define police authority, explain the responsibilities and constitutional restraints as enumerated in the Texas Constitution, United States Constitution, and Bill of Rights. Outline the law of arrest and search and seizure developed through court decisions and describe the criminal and civil liability that result from improper acts and/or the failure to act.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CJSA 2323 - Criminalistics II

Theory and practice of crime scene investigation. Topics include report writing, blood and other body fluids, document examination, etchings, casts and molds, glass fractures, use of microscope, and firearms identification.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CJSA 2334 - Contemporary Issues in Criminal Justice

A series of lectures and class participation exercises presenting selected topics currently confronting criminal justice personnel and the public they serve.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CJSA 2338 - Internship in Criminal Justice

An experience external to the college for an advanced student in a specialized field involving a written agreement between the educational institution and a criminal justice agency. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college and that are directly related to specific occupational outcomes. This may be a paid or unpaid experience. This course may be repeated if topics and learning outcomes vary.

Grade Basis: L
Credit hours: 3.0

Restrictions:

- Instructor permission required to enroll
- 144 Lab hours required

CRIJ 1301 - Introduction to Criminal Justice

This course provides a historical and philosophical overview of the American criminal justice system, including the nature, extent, and impact of crime; criminal law; and justice agencies and processes.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CRIJ 1306 - Court Systems and Practices

This course is a study of the court system as it applies to the structures, procedures, practices and sources of law in American courts, using federal and Texas statutes and case law.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CRIJ 1307 - Crime in America

American crime problems in historical perspective, social and public policy factors affecting crime, impact and crime trends, social characteristics of specific crimes, and prevention of crime.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CRIJ 1310 - Fundamentals of Criminal Law

This course is the study of criminal law including application of definitions, statutory elements, defenses and penalties using Texas statutes, the Model Penal Code, and case law. The course also analyzes the philosophical and historical development of criminal law and criminal culpability.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CRIJ 1313 - Juvenile Justice System

Study of juvenile justice process to include specialized juvenile law, role of the juvenile law, role of the juvenile courts, role of police agencies, role of correctional agencies, and theories concerning delinquency.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CRIJ 2301 - Community Resources in Corrections

An introductory study of the role of the community in corrections; community programs for adults and juveniles; administration of community programs; legal issues; future trends in community treatment.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CRIJ 2313 - Correctional Systems and Practices

This course is a survey of institutional and noninstitutional corrections. Emphasis will be placed on the organization and operation of correctional systems; treatment and rehabilitation; populations served; Constitutional issues; and current and future issues.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CRIJ 2314 - Criminal Investigation

Investigative theory, collection and preservation of evidence, sources of information, interview and interrogation, uses of forensic sciences, case and trial preparation.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CRIJ 2323 - Legal Aspects of Law Enforcement

Police authority, responsibilities, constitutional restraints, laws of arrest, search and seizure, and police liability.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CRIJ 2328 - Police Systems and Practices

This course examines the establishment, role and function of police in a democratic society. It will focus on types of police agencies and their organizational structure, police-community interaction, police ethics, and use of authority.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Cyber security

Overview

The Cybersecurity AAS degree prepares students for a career in cybersecurity management and the support tasks relating to network management, system administration, technical support, hardware/software installation, and equipment repair.

The program graduate will be able to design and install secure network systems based on customer requirements, monitor and maintain network traffic and security, and maintain network hardware and software.

Courses and hands-on labs in this program will assist the graduate in preparing to take a variety of Cisco, Microsoft, and CompTIA certification examinations.

Note:

Most careers in the Cyber Security field require a criminal background check, thus your placement in internships, and/or licensure/certification opportunities may be impacted. If you have any questions or concerns, please contact your program director and/or check with your chosen licensing/certification entity, to determine your status.

AAS Degree Requirements

Associate of Applied Science - Cybersecurity

Subject	Semester Hours
ENGL 1301 (Composition I)	3
ITNW 1354 (Implementing and Supporting Servers)	3
*Elective	3
ITNW 1325 (Fundamentals of Networking Technologies)	3
CPMT 2350 (Industry Certification Preparation)	3
CPMT 1345 (Computer Systems Maintenance)	3
ITSC 1316 (Linux Installation and Configuration)	3
ITSC 1342 (Shell Programming)	3
*Elective	3
*Life and Physical Sciences/Math Core	3
ITSY 1300 (Fundamentals of Information Security)	3
ITSY 2317 (Wireless Security Development)	3
SPCH 1311 (Introduction to Speech Communication)	3
ITNW 2305 (Network Administration)	3
*Lang, Phil, Culture/Creative Arts Core	3
ITNW 2355 (Server Virtualization)	3
CPMT 1349 (Computer Networking Technology)	3
Elective	3
ITSC 2325 (Advanced Linux)	3
*Social/Behavioral Sciences	3

*Approved Electives- ITNW 1308, ITNW 1354, ITSW 1307, CPMT 2388, CPMT 2389, CPMT 2688, COSC 1336, ITSC 1305, IMED 1316, IMED 2315, EECT 1407, COSC 1337, COSC 2336, COSC 2330, CPMT 1391, ITSC 2339, ITSC 1309, CPMT 1311, CPMT 1303, ITNW 1351, CPMT 2345, ITSE 2317

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Certificate Degree Requirements

Cyber Security Technician - Certificate

Subject	Semester Hours
ITNW 1354 (Implementing and Supporting Servers)	3

ITNW 1325 (Fundamentals of Networking Technologies)	3
ITSC 1316 (Linux Installation and Configuration)	3
CPMT 2350 (Industry Certification Preparation)	3
CPMT 1345 (Computer Systems Maintenance)	3
ITSC 1342 (Shell Programming)	3
ITSY 1300 (Fundamentals of Information Security)	3
ITSY 2317 (Wireless Security Development)	3
ITNW 2305 (Network Administration)	3
ITNW 2355 (Server Virtualization)	3
CPMT 1349 (Computer Networking Technology)	3
ITSC 2325 (Advanced Linux)	3

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

ITNW 2355 - Server Virtualization

An in-depth study of the installation, configuration, management and troubleshooting of a virtualized server environment.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Prerequisites:

- ITNW 1354 - Implementing and Supporting Servers
- ITNW 2305 - Network Administration

Restrictions:

- ITNW 1354 (Implementing and Supporting Servers) -or- ITNW 2305 (Network Administration)

ITSC 1342 - Shell Programming

Reading, writing, and debugging shell scripts. Development of scripts to automate frequently executed sequences of commands. Covers conditional logic, user interaction, loops, and menus to enhance the productivity and effectiveness of the user. Intended for programmers who are familiar with operating environments and reading and writing various shell scripts.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Prerequisites:

- ITSC 1316 - Linux Installation and Configuration

ITSC 2325 - Advanced Linux

Provides instruction in advance open-source Linux operating system. Develops directory services for clients, support users remotely, and install and configure network services.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

Prerequisites:

- ITSC 1316 - Linux Installation and Configuration

Dental Assisting

Overview - Dental Assisting

There are two options for the Dental Assisting Program at Grayson College: **Dental Assisting Certificate** or the **Associate of Applied Science Degree in Dental Assisting**.

The **Associate of Applied Science Degree in Dental Assisting** is designed to prepare the student to function effectively as an integral member of the dental health care team. The AAS degree consists of 9.5 months of dental assisting coursework including classroom instruction, laboratory procedures, and supervised clinical experience in addition to 25 hours of academic coursework. The academic coursework can be taken either before or after the dental assisting coursework. Following completion of all dental assisting course requirements, the student will be eligible to sit for the Registered Dental Assisting (RDA) licensing exam required by the state of Texas to take radiographs. Dental Assisting students who complete the program are given the exam at the completion of the program, and are eligible to file an application to the state board of dental examiners to obtain their RDA license. Graduates are also eligible to take the examination given by the Dental Assisting National Board (DANB) to become a Certified Dental Assistant. (CDA) since GC Dental Assisting Program is accredited by The Commission on Dental Accreditation (CODA).

The **Dental Assisting Certificate** is designed to prepare the student to function effectively as an integral member of the dental health care team. The student will participate in classroom instruction, laboratory procedures, and supervised clinical experiences in order to learn the basic functions required of a Dental Assistant.

The Certificate of Dental Assisting is a 9.5 month program. Upon completion, the graduate is eligible to sit for the Registered Dental Assisting (RDA) licensing exam required by the state of Texas to take radiographs. Dental Assisting students who complete the program are given the exam at the completion of the program, and are eligible to file application to the State Board of Dental Examiners to obtain their RDA license. Graduates are also eligible to take the examination given by the Dental Assisting National Board (DANB) to become Certified Dental Assistant (CDA) since GC Dental assisting program is accredited by The Commission of Dental Accreditation (CODA). Becoming a RDA and CDA assures that the graduate is prepared to assist competently in providing quality dental care.

Admission Requirements

1. Application to Grayson College. (Online at www.grayson.edu)
2. Application to the Dental Assisting Program
3. Passed THEA or COMPASS or TSI waived
4. High School transcript or GED scores
5. Transcript for colleges or universities with cumulative GPA of 2.5 or higher
6. Documentation of required immunizations

Eligibility for Licensure:

Students who have been involved in the criminal system may not be eligible for licensure following graduation. If you feel this applies to you, please seek guidance from the Program Director or Health Science Advisor prior to enrollment.

Prerequisites for the Dental Assisting Program

ENGL 1301

PSYC 2301

Deadlines

The Dental Assisting Program accepts one class each fall.

Twenty-four applicants are accepted each year and applications may be accepted until the class is filled.

Turn in to the College

1. Online application for admission to GC
2. Official transcripts for all colleges previously attended

Turn in to the Dental Assisting Program

1. Unofficial copies of all transcripts

2. Dental Assisting program applications (Circle Dental Assisting)

3. Documentation of required immunizations

Selection and Acceptance Procedure

1. Applications are reviewed for required documentation by the Dental Assisting Admissions Committee. Only those with complete files will be considered for admission.

2. The number of students that can be admitted to the Dental Assisting program is limited by classroom and clinical space and by qualified faculty availability. Therefore, a selection procedure is used to identify candidates who are the most academically prepared.

3. Once all eligible applicants have been evaluated and ranked, students will be admitted from the highest ranking to the lowest, until all spaces are filled. If there are more eligible candidates than there are spaces available, a waiting list will be developed. Should spaces become available prior to the first day of class, applicants will be notified.

4. **Applicants will be notified via email regarding selection or non-selection following admissions committee decision in June.**

Final Acceptance Requirements (Following notification of acceptance)

When an acceptance letter is received, instructions for the following will be included in the letter.

1. TB test and completed documents to be turned in prior to first day of class.
2. CPR Certification (American Heart Association Basic Life Support Provider) must be completed **prior to FIRST DAY OF CLASS**. Must include a face to face skills demonstration.
3. Dental Examination must be completed prior to **FIRST DAY OF CLASS**.
4. Pass a urine drug screen and a criminal background check, as instructed by the program.

Required Immunizations

All students must submit a copy of the following immunizations with a valid stamp or signature, a signed statement from a physician, or lab report indicating serologic immunity. **Please note that some of these immunizations take up to six months to complete. Immunizations must be started in time to complete the series before the FIRST DAY OF CLASS. If unable to complete the series before the beginning of class, the applicant is not eligible for admission**.

1. TETANUS/DIPHTHERIA/PERTUSSIS (Tdap)
   One dose of the Tetanus/diphtheria/pertussis (Tdap) immunization within the last 10 years.
2. MEASLES, MUMPS, RUBELLA (MMR)
   (Immunizations or blood test)If born after January 1, 1957 must have proof of two doses of the MMR vaccine administered on or after the 1st birthday and at least 30 days apart – or – proof of serologic confirmation of measles, mumps and rubella immunity – or- serologic evidence of past infection.
3. VARICELLA (Chickenpox)(Immunization or blood test)
   Series of two Varicella (Chickenpox) vaccines- or –serologic confirmation of immunity to Varicella
4. HEPATITIS B (Immunization or blood test)
   Series of three hepatitis B vaccines- or- serologic confirmation of immunity to hepatitis B.
5. INFLUENZA VACCINE
   Annual influenza vaccination as recommended by the CDC in the fall of each year.
6. MENINGOCOCCAL VACCINE
   All on-campus college students who are under the age of 22 must have the meningococcal vaccination within the previous five years and at least 10 days prior to the first day of class.

Due to compliance with clinical facility requirements and Texas Department of Health recommendations, GC Health Science programs may not waiver immunization requirements for any reason. If immunizations are not complete, application to the program must be delayed.

Copies of records from physician offices, public health department, public schools, other colleges and the military are acceptable. Students should provide a copy of the records. Please do not turn in the originals.

Accreditation Information

This program is approved by:

The Commission of Dental Accreditation
211 East Chicago Avenue
Chicago, Illinois 60611
Ph: 312-440-4653
www.ada.org/coda

Application Information

Packet: Dental Assisting Packet

Outcomes

Pass, Fail, Graduation Rates

Year	Graduation Rate	Success Rate (RDA Exam)	Job Placement
2014-2015	91%	100%	81%
2015-2016	91%	100%	76%
2016-2017	82%	100%	89%
2017-2018	91%	100%	92%

AAS Degree Requirements

Associate of Applied Science

Subject	Semester Hours
ENGL 1301 (Comp. I)	3
*MATH 1332 or 1342 or 1314	3
SOCI 1301 (Intro to Sociology)	3
HIST 1301 (U.S. History I)	3
*ARTS 1301, HUMA 1301, MUSI 1306 or PHIL 1301	3
BIOL 2404 (Anatomy and Physiology)	4
PSYC 2301 (General Psychology)	3
*EDUC/PSYC 1300, SPCH 1311, 1321, OR ENGL 2311	3
DNTA 1245 (Preventive Dentistry)	2
DNTA 1305 (Dental Radiology)	3
DNTA 1311 (Dental Science)	3
DNTA 1315 (Chairside Assisting)	3
DNTA 1301 (Dental Materials)	3
DNTA 1202 (Comm and Behavior in the Dental Office)	2
DNTA 1251 (Dental Office Management)	2
DNTA 1347 (Adv. Dental Science)	3
DNTA 1349 (Dental Radiology in the Clinic)	3
DNTA 1353 (Dental Assisting Applications)	3
DNTA 1460 (Clinical-Dental Assisting)	4
DNTA 2230 (Seminar for the Dental Assistant I)	2
DNTA 2260 (Clinical-Dental Assisting)	2

*Please review your Student Planner or contact your Student Success Coach/Faculty Advisor to review which courses may be used to fill this degree requirement.

Certificate Degree Requirements

Certificate of Dental Assisting

Subject	Semester Hours
Prerequisites	
ENGL 1301 (Comp I)	3
PSYC 2301 (General Psychology)	3
	6

DNTA 1245 (Preventive Dentistry)	2
DNTA 1305 (Dental Radiology I)	3
DNTA 1311 (Dental Science)	3
DNTA 1315 (Chairside Assisting)	3
DNTA 1301 (Dental Materials)	3
DNTA 1202 (Comm. and Behavior in the Dental Office)	2
DNTA 1251 (Dental Office Management)	2
DNTA 1347 (Adv. Dental Science)	3
DNTA 1349 (Dental Radiology in the Clinic)	3
DNTA 1353 (Dental Assisting Apps)	3
DNTA 1460 (Clinical-Dental Assisting)	4
DNTA 2230 (Seminar for the Dental Assistant)	2
DNTA 2260 (Clinical-Dental Assisting)	2

DNTA 1202 - Communication and Behavior in the Dental Office

The study of interaction and communication in the dental office. A grade of C or better is required for progression.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0

Restrictions:

- Concurrent enrollment in DNTA 1301, 1315, 1311, 1305 and 1245 is required.
- Program specific prerequisite requirements are listed on program website.

DNTA 1245 - Preventive Dentistry

The study and prevention of dental diseases and community dental health. A grade of C or better is required for progression.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 1.0
Lab hours: 2.0

Restrictions:

- Concurrent enrollment in DNTA 1305, 1311, 1315, 1202 and 1301 is required.
- Program specific prerequisite requirements are listed on program website.

DNTA 1251 - Dental Office Management

Demonstrate telephone management, schedule appointments, receive payments for dental services, complete third party reimbursement forms, manage inventory, enter data for charges and payments, manage patient records, manage recall systems, comply with federal and state guidelines regarding healthcare providers and operate basic business equipment.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 1.0
Lab hours: 2.0

Restrictions:

- Prerequisites: DNTA 1245, 1305, 1311, 1315, 1202, 1301
- Program specific prerequisite requirements are listed on program website.
- Concurrent enrollment in DNTA 1349, 1347, 1353, 2230, and 1460 is required.

DNTA 1301 - Dental Materials

Composition, properties, procedures and safety standards related to dental materials. A grade of C or better is required for progression.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

Restrictions:

- Concurrent enrollment in DNTA 1245, 1305, 1311, 1315 and 1202 is required.
- Program specific prerequisite requirements are listed on program website.

DNTA 1305 - Dental Radiology I

Introduction to radiation physics, protection, the operation of radiographic equipment, exposure, processing and mounting of dental radiographs. Specific federal and state safety and standard practices for the classroom and lab settings will be practiced. A grade of C or better is required for progression.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

Restrictions:

- Concurrent enrollment in DNTA 1245, 1311, 1315, 1202 and 1301 is required.
- Program specific prerequisite requirements are listed on program website.

DNTA 1311 - Dental Science

A fundamental study of anatomical systems with emphasis placed on head and neck anatomy. Topics include embryology of the teeth along with basic dental terminology. A grade of C or better is required for progression.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Program specific prerequisite requirements are listed on program website.
- Concurrent enrollment in DNTA 1245, 1305, 1315, 1202 and 1301 is required.

DNTA 1315 - Chairside Assisting

A study of pre-clinical chairside assisting procedures, instrumentation, OSHA and other regulatory agencies' standards. A grade of C or better is required for progression.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

Restrictions:

- Program specific prerequisite requirements are listed on program website.
- Concurrent enrollment in DNTA 1245, 1305, 1311, 1202 and 1301 is required.

DNTA 1347 - Advanced Dental Science

An advanced study of anatomical systems, pharmacology, or pathology, and developmental abnormalities. A grade of C or better is required to progress.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Prerequisites: DNTA 1245, 1305, 1311, 1315, 1202, 1301
- Concurrent enrollment in DNTA 1251, 1349, 1353, 2230 and 1460 is required.

DNTA 1349 - Dental Radiology in the Clinic

The practical application of exposing, processing and mounting diagnostically acceptable radiographs obtained by utilizing various radiographic techniques. This course will encompass critical evaluation of all procedures. A grade of C or better is required for progression

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 4.0

Restrictions:

- Concurrent enrollment in DNTA 1251, 1347, 1353, 2230 and 1460 is required.
- Prerequisites: DNTA 1202, 1245, 1301, 1305, 1311, 1315
- Must be taken in sequence as listed in degree plan.

DNTA 1353 - Dental Assisting Applications

An expanded study of dental assisting techniques with emphasis on four-handed dentistry and utilization of armamentarium for general practice and specialty procedures. A grade of C or better is required to progress.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

Restrictions:

- Concurrent enrollment in DNTA 1251, 1349, 1347, 2230 and 1460 is required.
- Prerequisites: DNTA 1202, 1245, 1301, 1305, 1311, 1315

DNTA 1460 - Clinical-Dental Assisting / Assistant

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of C or better is required for progression

Grade Basis: L
Credit hours: 4.0
Lab hours: 16.0

Restrictions:

- Concurrent enrollment in DNTA 1251, 1349, 1347, 1353, and 2230 is required.
- Prerequisites: DNTA 1202, 1245, 1301, 1305, 1311, 1315

DNTA 2230 - Seminar for the Dental Assistant I

Analysis of case studies during the clinical phase of practicum/clinical. A grade of C or better is required to progress.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0

Restrictions:

- Concurrent enrollment in DNTA 1251, 1349, 1347, 1353, and 1460 is required.
- Prerequisites: DNTA 1202, 1245, 1301, 1305, 1311, 1315

DNTA 2260 - Clinical-Dental Assisting / Assistant

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Grade Basis: L
Credit hours: 2.0
Lab hours: 6.0

Restrictions:

- Prerequisites: DNTA 1202, 1245, 1251, 1301, 1305, 1311, 1315, 1347, 1349, 1353, 1460, 2230

Education

Overview

For students interested in pursuing an education degree, Grayson College offers three options as part of the **Public Services Pathway**. Specific options include:

- Associate of Arts in Teaching in Grades 8-12 and other Early Childhood-Grade 12
- Associate of Arts in Teaching in Grades 4-8 and Early Childhood-Grade 12 Special Education
- Associate of Arts in Teaching Early Childhood-Grade 6 Generalists

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Courses within the program align with State Board for Educator Certification Pedagogy and Professional Responsibilities Standards. The degree plan satisfies the core requirements for baccalaureate programs at four-year institutions that lead to initial Texas teacher certification.

All students are advised to counsel with the university/college of their choice to determine if all courses recommended by Grayson College are applicable to that institution's bachelor's degree.

AAT 8-12 Degree Requirements

Associate of Arts in Teaching (AAT) Education Grades 8-12 and Early Childhood-Grade 12

The AAT in Grades 8-12 and other Early Childhood-Grade 12 licensure satisfies the lower-division requirements for bachelor's degree leading to initial Texas teacher certification in all 8-12 and specialized in EC-12 certification areas.
The Grades 8-12 Certification areas are: 8-12 History, 8-12 Social Studies, 8-12 Mathematics, 8-12 Life Sciences, 8-12 Physical Sciences, 8-12 Science, 8-12 English Language Arts & Reading, 8-12 Computer Science, 8-12 Technology Applications, 8-12 Health Science Technology Education, 8-12 Speech, 8-12 Journalism, 6-12 Business Education, 8-12 Marketing Education, 8-12 Mathematics & Physics, 8-12 Agricultural Sciences and Technology, 6-12 Technology Education, 6-12 Languages other than English, 6-12 Family and Consumer Sciences, 8-12 Dance, 8-12 Mathematics & Physical Science & Engineering, 8-12 Human Development and Family Studies, 8-12 Hospitality, Nutrition and Food Sciences, and 8-12 other content area teaching fields/academic disciplines TBA (Chemistry).
The EC-Grade 12 Certification other than Special Education Certificate areas are: EC-12 Music, EC-12 Physical Education, EC-12 Art, EC-12 Health, EC-12 Theatre Arts, EC-12 Technology Applications, EC-12 Languages other than English, and EC-12 other non-special education fields.

Subject	Semester Hours
*EDUC 1300 (Learning Frameworks) or Component Area Option	3
EDUC 1301 (Intro to the Teaching Profession)	3
ENGL 1301 (Comp I)	3
HIST 1301 (U.S. History I)	3
*Approved Math Core	3
Elective in Discipline	3
*Elective in Discipline	3
*Approved Life & Physical Sciences Core	3
*Approved Life & Physical Sciences Lab	1
ENGL 1302 (English Comp II)	3
HIST 1302 (Comp II)	3
EDUC 2301 (Intro to Special Populations)	3
TECA 1354 (Child Growth and Development)	3
GOVT 2305 (U.S. Hist II)	3
*Approved Life & Physical Sciences Core	3
*Approved Life & Physcial Sciences Lab	1
*Elective in Discipline	3
*Elective in Discipline	3
*Language, Philosophy & Culture Core	3
GOVT 2306 (Federal Govt.)	3

*Approved Creative Arts Core	3
*Approved Component Option Option1	1
	60

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Check with a GC academic advisor and the receiving university/college for recommended courses.

AAT 4-8 Degree Requirements

Associate of Arts in Teaching (AAT) Education 4-8 Certification and Early Childhood-Grade 12

The Grade 4-8 and Early Childhood-Grade 12 Special Education degree satisfies the lower division requirements for a bachelor's leading to initial Texas teacher certification in all grades 4-8 certification areas and early childhood-12 special education. The Grade 4-8 Certification areas include: Generalist; ESL Generalist; English Language Arts and Reading; English Language Arts, Reading and Social Studies; Mathematics; Science; Mathematics and Science; Social Studies; other content area teaching fields/academic disciplines/interdisciplinary TBA. This degree is for students who want to teach grades EC-Grade 4 and higher. All students are advised to counsel with the university/ college of their choice to determine if all courses recommended by Grayson College are applicable to that institution's bachelor's degree.

Subject	Semester Hours
*EDUC/PSYC 1300 (Learning Frameworks) or Component Area Option	3
ENGL 1301 (Comp I)	3
HIST 1301 (U.S. History I)	3
*Approved Math Core	3
EDUC 1301 (Intro to the Teaching Profession)	3
*Approved Life & Physical Sciences Core	3
*Approved Life & Physical Sciences Lab	1
ENGL 1302 (English Comp II)	3
HIST 1302 (Comp II)	3
MATH 1350 (Math for Teachers I)	3
EDUC 2301 (Intro to Special Populations)	3
TECA 1354 (Child Growth and Development)	3
GOVT 2305 (U.S. Hist II)	3
*Approved Life & Physical Sciences Core	3
*Approved Life & Physcial Sciences Lab	1
MATH 1351 (Math for Teachers II)	3
*Language, Philosophy & Culture Core	3
GOVT 2306 (Federal Govt.)	3
*Approved Life & Physical Sciences Core	3
*Approved Life & Physical Sciences Lab	1
*Approved Creative Arts Core	3
*Approved Component Option Area	3
	60

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Check with a GC academic advisor and the receiving university/college for recommended courses.

AAT EC-6 Degree Requirements

Associate of Arts in Teaching (AAT) Education Early Childhood-Grade 6 Generalists

The Early Childhood-Grade 6 degree satisfies the lower-division requirements for bachelor's degrees leading to initial Texas teacher certification. EC-6 Certification areas include: Generalist; Bilingual Generalist; ESL Generalist; other content area teaching field/academic disciplines/interdisciplinary TBA. However, all students are advised to counsel with the university/college of their choice to determine if all courses recommended by Grayson College are applicable to that institution's bachelor's degrees.

Subject	Semester Hours
*EDUC/PSYC 1300 (Learning Frameworks) or Component Area Option	3
ENGL 1301 (Comp I)	3
HIST 1301 (U.S. History I)	3
*Approved Math Core	3
EDUC 1301 (Intro to the Teaching Profession)	3
*Approved Life & Physical Sciences Core	3
*Approved Life & Physical Sciences Lab	1
ENGL 1302 (English Comp II)	3
HIST 1302 (United States History II)	3
MATH 1350 (Math for Teachers I)	3
EDUC 2301 (Intro to Special Populations)	3
TECA 1354 (Child Growth and Development)	3
GOVT 2305 (Federal Government)	3
*Approved Life & Physical Sciences Core	3
*Approved Life & Physcial Sciences Lab	1
MATH 1351 (Math for Teachers II)	3
*Language, Philosophy & Culture Core	3
GOVT 2306 (Texas Govt.)	3
*Approved Life & Physical Sciences Core	3
*Approved Life & Physical Sciences Lab	1
*Approved Creative Arts Core	3
*Approved Component Option Area	3
	60

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Check with a GC academic advisor and the receiving university/college for recommended courses.

Core

Students earning an Associate of Arts, Associate of Science, or Associate of Arts in Teaching Degree at Grayson College must complete 42 hours of a state mandated Core Curriculum in addition to major courses and electives in their particular area of interest. Following are the Core Curriculum Component Areas and allowable courses within each component area. **Approved core selections for AAT are listed below.**

Component Areas	Required Hours
010 Communication	6
020 Mathematics	3
030 Life and Physical Sciences	6
040 Language, Philosophy, and Culture	3
050 Creative Arts	3
060 American History	6
070 Government/Political Science	6
080 Social and Behavioral Sciences	3
090 Component Area Option	6

Total	**42**

Communication (6 hours)

ENGL 1301 Composition I
ENGL 1302 Composition II

Mathematics (3 hours)

MATH 1314 College Algebra
MATH 1332 Contemporary Mathematics I (Math for Liberal Arts Majors I)
MATH 1342 Elementary Statistical Methods

Life and Physical Sciences (6 hours)

BIOL 1306 Biology for Science Majors I
BIOL 1307 Biology for Science Majors II
BIOL 1308 Biology for Non-Science Majors I
BIOL 1309 Biology for Non-Science Majors II
BIOL 2301 Anatomy & Physiology I
CHEM 1311 General Chemistry I
CHEM 1312 General Chemistry II
GEOL 1301 Earth Sciences for Non-Science Majors I
GEOL 1303 Physical Geology
GEOL 1304 Historical Geology
PHYS 1301 College Physics I
PHYS 1302 College Physics II
PHYS 1303 Stars and Galaxies
PHYS 1304 Solar System
PHYS 1315 Physical Science I

Language, Philosophy, and Culture (3 hours)

ENGL 2351 Mexican-American Literature
HUMA 1301 Introduction to Humanities I
PHIL 1301 Introduction to Philosophy
PHIL 1304 Introduction to World Religions
PHIL 2306 Introduction to Ethics
SPAN 2311 Intermediate Spanish I (3rd semester Spanish)
SPAN 2312 Intermediate Spanish II (4th semester Spanish)

Creative Arts (3 hours)

ARTS 1301 Art Appreciation
DRAM 1310 Introduction to Theater
MUSI 1306 Music Appreciation

American History (6 hours)

HIST 1301 United States History I
HIST 1302 United States History II

Government /Political Science (6 hours)

GOVT 2305 Federal Government

GOVT 2306 Texas Government

Social and Behavioral Sciences (3 hours)

TECA 1354 Child Growth and Development

Component Area Option (CAO 1 and CAO 2) (6 hours)

COSC 1301 Introduction to Computing

PHED 1164 Introduction to Physical Fitness and Wellness

COSC 1336 Programming Fundamentals I

SPAN 1411 Beginning Spanish I

SPAN 1412 Beginning Spanish II

SPCH 1311 Introduction to Speech Communication

SPCH 1315 Public Speaking

SPCH 1321 Business and Professional Communication

Note: Many four-year colleges and universities require a foreign language as part of their degree plan. SPAN 1411, 1412, 2311, 2312, 2321, and 2322 meet transfer requirements for foreign language.

CDEC 0101 - Child Development Associate 1

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Grade Basis: L

CDEC 1313 - Curriculum Resources for Early Childhood Programs

A study of the fundamentals of developmentally appropriate curriculum design and implementation in early care and education programs for children birth through age eight. Field observation required.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

CDEC 1317 - Child Development Associate Training 1

Based on the requirements for the Child Development Associate credential CDA. Topics include CDA overview, observation skills, and child growth and development. The four functional areas of study are creative, cognitive, physical, and communication

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 1319 - Child Guidance

An exploration of guidance strategies for promoting prosocial behaviors with individual and groups of children. Emphasis on positive guidance principles and techniques, family involvement, and cultural influences. Field observation required.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

CDEC 1321 - The Infant and Toddler

A study of appropriate infant and toddler programs birth to age 3, including an overview of development, quality routines, learning environments, materials and activities, and teaching/guidance techniques.

Grade Basis: L

Credit hours: 3.0
Lecture hours: 3.0

CDEC 1323 - Observation and Assessment

A study of observation skills, assessment techniques, and documentation of children's development. Field observation required.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- Field experience required

CDEC 1330 - Growth and Development: 6-14 Years

Principles of child growth and development from age six through fourteen years. Focus on physical, cognitive, social, and emotional domains of development.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 1335 - Early Childhood Development: 3-5 Years

Principles of normal growth and development from three years through five years. Emphasizes physical, emotional, cognitive, and social development. Field observation required.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- Field observation required.

CDEC 1339 - Early Childhood Dev 0-3 Years

Principles of typical growth and development from conception through three years of age. Emphasizes physical, cognitive, and social and emotional development.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 1343 - Independent Study in Child Development

Study of an approved career topic. Research, presentation of findings, and practical applications are emphasized as they relate to the selected topic.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 1356 - Emergent Literacy Early Child

An exploration of principles, methods, and materials for teaching young children language and literacy through a play-based integrated curriculum to children from birth through age eight.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Lab hours: 1.0

Restrictions:

- Field experience required

CDEC 1358 - Creative Arts Early Child

An exploration of principles, methods, and materials for teaching music, movement, visual arts, and dramatic play through process-oriented experiences to support divergent thinking for children birth through age eight.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 1359 - Children with Special Needs

A survey of information regarding children with special needs including possible causes and characteristics of exceptionalities, intervention strategies, available resources, referral processes, the advocacy role, and legislative issues.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2264 - Practicum-Child Care Provider

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0
Lab hours: 1.0

CDEC 2304 - Child Abuse and Neglect

Methods used in the identification of physical, emotional, and sexual abuse and neglect with an emphasis on developing skills for working with children and families. Includes methods of referral to public and private agencies that deal with investigation and treatment.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2307 - Math and Science for Early Childhood

An exploration of principles, methods, and materials for teaching children math and science concepts and process skills through discovery and play.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2315 - Diverse Cultural/Multilingual Education

An overview of diverse cultural and multilingual education including familial relationships, community awareness, diversity, and the needs of each and every child.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2322 - Child Development Associate Training 2

A continuation of the study of the requirements for the Child Development Associate Credential (CDA). The six functional areas of study include safe, healthy learning environment, self, social and guidance..

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2324 - Child Dev Associate Training 3

Continuation of the requirements for the Child Development Associate credential CDA. The three functional areas of study include family, program management and professionalism

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2326 - Administration of Programs for Children 1

Application of management procedures for early care education programs. Includes planning, operating, supervising, and evaluating programs. Topics cover philosophy, types of programs, policies, fiscal management, regulations, staffing, evaluation, and communication.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- Field experience required.

CDEC 2328 - Admin of Program Children 2

An in-depth study of the skills and techniques in managing early care and education programs, including legal and ethical Issues, personnel management, team building, leadership, conflict resolution, stress management, advocacy, professionalism, fiscal analysis and planning parent education/partnerships, and technical applications in programs. Field experience required.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Field experience required.

CDEC 2328 - Admin of Program Children 2

An in-depth study of the skills and techniques in managing early care and education programs, including legal and ethical Issues, personnel management, team building, leadership, conflict resolution, stress management, advocacy, professionalism, fiscal analysis and planning parent education/partnerships, and technical applications in programs. Field experience required.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Field experience required.

CDEC 2336 - Admin of Program for Children 3

An advanced study of the skills and techniques in administering early care and education programs.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2340 - Instructional Techniques for Children with Special Needs

Exploration of development and implementation of curriculum for children with special needs.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2341 - The School Age Child

A study of programs for the school age child, including an overview of development, learning environments, materials, activities and guidance techniques.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

CDEC 2380 - Cooperative Education Child-Care Provider Assistant - Capstone

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. Field experience required.

Grade Basis: L
Credit hours: 3.0
Lab hours: 15.0

Restrictions:

- Field experience required.

EDUC 1300 - Learning Frameworks

A study of the 1 research and theory in the psychology of learning, cognition, and motivation, 2 factors that impact learning, and 3 application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments e.g., learning inventories to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned. Cross-listed as PSYC 1300. Only one of the cross-listed courses can be taken for credit. R

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

EDUC 1301 - Introduction to the Teaching Profession

An enriched, integrated pre-service course and content experience that: (1) provides active recruitment and institutional support of students interested in a teaching career, especially in high need fields; (2) provides students with opportunities to participate in early field observations at all levels of P-12 schools with varied and diverse student populations; (3) provides students with support from college and school faculty, preferably in small cohort groups, for the purpose of introduction to and analysis of the culture of schooling and classrooms; (4) course content should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Course includes 16 hours of field experience which must be in P-12 classrooms in public schools.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- Students must have met TSI Reading & Writing requirements prior to enrolling

EDUC 2301 - Introduction to Special Populations

An enriched, integrated pre-service course and content experience that: (1) provides an overview of schooling and classrooms from the perspectives of language, gender, socioeconomic status, ethnic and academic diversity, and equity with an emphasis on factors that facilitate learning; (2) provides students with opportunities to participate in early field observations of P-12 special populations; (3) course content should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Sixteen hours of field experience which must be with special populations in P-12 classrooms with special populations.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

TECA 1303 - Families, Schools and Community

A study of the child, family, community and school, including parent education and involvement, family and community lifestyles, child abuse, and current family life issues. Course content must be aligned with as applicable with State Board of Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. The course includes a minimum of 16 hours of field experience.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

TECA 1311 - Educating Young Children

An introduction to the education of the young child, including developmentally appropriate practices and programs, theoretical and historical perspectives, ethical and professional responsibilities, and current issues. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations; and the course includes a minimum of 16 hours of field experiences.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

TECA 1318 - Wellness of the Young Child

A study of the factors that impact the well-being of the young child including healthy behavior, food, nutrition, fitness, and safety practices. Focuses on local and national standards and legal implications of relevant policies and regulations. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth to age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. Course includes a minimum of 16 hours of field experiences.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

TECA 1354 - Child Growth & Development

A study of the physical, emotional, social, language, and cognitive factors impacting growth and development of children through adolescence.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Electrical Technology

Overview

Electricians are needed to install and maintain electrical power, communications, lighting, and control systems in homes, businesses, and factories. They work indoors and outdoors, in nearly every type of facility.

Almost all electricians work full time, which may include evenings and weekends. Although the work is not as dangerous as other construction occupations, potential injuries include electrical shocks and burns, cuts, and falls.

According to the Occupational Outlook Handbook, most electricians learn through an apprenticeship, and many start out by attending a technical school. Most states require electricians to be licensed. The median annual wage for electricians was $49,840 in May 2012.

Employment of electricians is projected to grow 20 percent from 2012 to 2022, faster than the average for all occupations. As homes and businesses require more wiring, electricians will be needed to install the necessary components. Electricians with the widest variety of skills should have the best job opportunities.

The Grayson College Electrical Technology program is located on the South Campus in Van Alstyne and offers two levels of certificates leading to an AAS degree.

Course Requirements

The Associate of Applied Science Degree and the Certificate require a High School Diploma or equivalent. The Associate of Applied Science Degree requires TSI requirements have been met.

Capstone Experience

Graduation with a Certificate or an Associate of Applied Science Degree in Electrical Technology requires successful completion of a capstone course.

AAS Degree Requirements

Associate of Science -

Subject	Semester Hours
ELPT 1221 (Intro to Electrical Safety and Tools)	2
ELPT 2337 (Electrical Planning and Estimating)	3
ELPT 1311 (Basic Electrical Theory)	3
ELTN 1391 (Special Topics in Electrician)	3
DFTG 1325 (Blueprint Reading)	3
ELPT 2305 (Motors and Transformers)	3
ELPT 1325 (National Electric Code I)	3
ELPT 1329 (Residential Wiring)	3
ELPT 2164 (Practicum Electrical and Power Transmission)	1
ELTN 1343 (Electrical Troubleshooting)	3
ENGL 1301 (Comp I)	3
ELPT 1341 (Motor Control)	3
ELPT 2343 (Electrical Systems Design)	3
ELTN 1391 (Special Topics in Electrical and Power Transmission Installer, General)	2
ELPT 1345 (Commercial Wiring)	3
ELPT 2319 Programmable Logic Controllers I)	3
ITSC 1309 (Integrated Software Apps)	3
MATH 1332 (Contemporary Mathematics)	3
ELPT 2165 (Practicum-Electrical and Power Transmission)	1
*Social & Behavioral Science Core	3
*Lang, Phil, Culture/Creative Arts Core	3
SPCH 1311 (Intro to Spch Comm)	3

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Certificate Degree Requirements

Certificate – Residential Electrical Technology

Subject	Semester Hours
ELPT 1221 (Intro to Electrical Safety and Tools)	2
ELPT 2164 (Practicum Electrical and Power Transmission)	1
ELPT 1311 (Basic Electrical Theory)	3
ELTN 1391 (Special Topics in Electrician and Power Transmission)	3
DFTG 1325 (Blueprint Reading)	3
ELPT 2337 (Electrical Planning and Estimating)	3
ELPT 1325 (National Electric Code I)	3
ELPT 1329 (Residential Wiring)	3

Certificate – Commercial Electrical Technology

Subject	Semester Hours
ELPT 1221 (Intro to Electrical Safety and Tools)	2
ELPT 2337 (Electrical Planning and Estimating)	3
ELPT 1311 (Basic Electrical Theory)	3
ELTN 1391 (Special Topics in Electrician and Power Transmission	3
DFTG 1325 (Blueprint Reading)	3
ELPT 2305 (Motors and Transformers)	3
ELPT 1325 (National Electric Code I)	3
ELPT 1329 (Residential Wiring)	3
ELPT 2164 (Practicum Electrical and Power Transmission I)	1
ELTN 1343 (Electrical Troubleshooting)	3
ELPT 2343 (Electrical System Design)	3
ELPT 1341 (Motor Control)	3
ELPT 1345 (Commercial Wiring)	3
ELPT 1357 (Industrial Wiring)	3
ELPT 2319 (Programmable Logic Controllers I)	3
ELPT 2165 (Practicum-Electrical and Power Transmission II)	1

DFTG 1325 - Blueprint Reading and Sketching

An introduction to reading and interpreting working drawings for fabrication processes and associated trades. Use of sketching techniques to create pictorial and multiple-view drawings. Interpret working drawings including dimensions, notes, symbols, sections, and auxiliary views; and sketch pictorials and multi-view drawings.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

ELPT 1221 - Introduction to Electrical Safety and Tools

This course covers safety rules and regulations. Includes the selection, inspection, use and maintenance of common tools for electricians.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0
Lab hours: 1.0

ELPT 1311 - Basic Electrical Theory

This course covers the basic theory and practice of electrical circuits. It includes calculations as applied to alternating and direct current, and covers electrical terminology, circuit analysis and mathematical formulas as applied to direct and alternating current circuits.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 2.0

ELPT 1325 - National Electric Code I

This is an introductory study of the National Electric Code (NEC) for those employed in the field requiring knowledge of the Code. Emphasis will be on wiring design, protection, methods, and materials; and equipment for general use, and basic calculations.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

ELPT 1329 - Residential Wiring

Wiring methods for single family and multi-family dwellings. Includes load calculations, service entrance sizing, proper grounding techniques, and associated safety procedures.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

ELPT 1341 - Motor Control

Operating principles of solid-state and conventional controls along with their practical applications. Includes braking, jogging, plugging, safety interlocks, wiring, and schematic diagram interpretations. Identify practical applications of jogging and plugging; describe the types of motor braking and their operating principles; explain different starting methods for large motors; and demonstrate proper troubleshooting methods on circuits using wiring and schematic diagrams

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 2.0

ELPT 1345 - Commercial Wiring

Commercial wiring methods. Includes overcurrent protection, raceway panel board installation, proper grounding techniques, and associated safety procedures. Interpret electrical blueprints/drawings; compute the circuit sizes and overcurrent protection needed for the installation of branch circuits, feeders, and service entrance conductors; explain the proper installation of wiring devices according to the National Electrical Code (NEC)and local electrical codes; demonstrate grounding methods; identify commercial wiring methods including conduit bending; and demonstrate proper safety procedures.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

ELPT 1357 - Industrial Wiring

This course covers wiring methods used for industrial installations. It includes motor circuits, raceway and bus way installations, proper grounding techniques, and associated safety procedures.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 2.0

ELPT 2164 - Practicum Electrical & Power Transmission

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student

Grade Basis: L
Credit hours: 1.0

Restrictions:

- Requires 8 lab hours

ELPT 2165 - Practicum-Electrical and Power Transmission

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Grade Basis: L
Credit hours: 1.0

Restrictions:

- Requires 8 lab hours

ELPT 2305 - Motors and Transformers.

This course focuses on the operation of single- and three-phase motors and transformers. It includes transformer banking, power factor correction, and protective devices. Also included are lessons on three-phase power concepts, transformer and motor connections, transformer and motor metering, and transformer and motor troubleshooting theory

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 3.0

Prerequisites:

- ELPT 1311 - Basic Electrical Theory

ELPT 2319 - Programmable Logic Controllers I

Fundamental concepts of programmable logic controllers, principles of operation, and numbering systems as applied to electrical controls.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 2.0

ELPT 2337 - Electrical Planning and Estimating

Planning and estimating for residential, commercial, and industrial wiring systems. Includes a variety of electrical techniques. List estimating procedures; formulate material and labor costs; identify types of bids; calculate cost adjustments and job costs; and demonstrate the use of estimating forms.

Grade Basis: L

Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ELPT 2343 - Electrical Systems Design

This is a course in electrical design of commercial and/or industrial projects, including building layout, types of equipment, placement, sizing of electrical equipment, and all electrical calculations according to the requirements of the National Electrical Code (NEC).

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Prerequisite: ELPT 2325 or approval of department chair.

ELTN 1343 - Electrical Troubleshooting

Maintenance, operation, troubleshooting, and repair of circuits of various residential, commercial, and industrial electrical systems.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 2.0

ELTN 1391 - Special Topics in Electrician and Power Transmission

Topics address recently identified current events, skills, knowledge, and-or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. The course was designed to be repeated multiple times to improve student proficiency.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 2.0

ITSC 1309 - Integrated Software Applications I

Introduction to business productivity software suites using word processing, spreadsheets, databases, and/or presentation software. Use word processing, spreadsheet, database, and/or presentation software; and integrate applications to produce documents.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

ELPT 1291 - Special Topics in Electrical and Power Transmission

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0
Lab hours: 1.0

Emergency Medical Services-EMT/Paramedicine

Overview - Emergency Medical Services

The Emergency Medical Service programs at Grayson College offer three levels of EMS education: the EMT Marketable Skills Award, the Paramedic Certificate of Completion, and the Associate of Applied Science in Paramedicine.

At each program level, students gain additional knowledge and skills to enable them to function in clinical and field settings with physicians, nurses, firefighters and other healthcare professionals. In the classroom, students learn about anatomy and physiology, the pathophysiology of diseases, traumatic injuries, pharmacology and acute care of all age groups. Students acquire practical and field skills through laboratory practice, simulation, clinical experience in hospitals and experience with EMS providers. EMS personnel must be at least 18 years of age and have a high school diploma or GED.

Successful completion of an EMS Program will prepare the student for the National Registry Certification exam, to obtain state licensure, and to work as an Emergency Medical Technician or Paramedic.

Core Performance Standards/Physical and Mental Capabilities

EMS personnel must have the ability to communicate verbally via telephone and radio equipment, ability to lift, carry and balance up to 125 pounds (250 pounds with assistance); ability to interpret written, oral and diagnostic instructions; ability to use good judgment and remain calm in high-stress situations; ability to work effectively in an environment with loud noises and flashing lights; ability to function efficiently throughout an entire work shift; ability to calculate weight and volume ratios and read small print, under life threatening time constraints; ability to read and understand English language manuals and road maps; ability to accurately discern street signs and address numbers; ability to interview patient, family members and bystanders; ability to document, in writing, all relevant information in prescribed format in light of legal ramifications of such; ability to converse in English with coworkers and hospital staff as to status of patients. EMS personnel should possess good manual dexterity, with ability to perform all tasks related to highest quality patient care. Ability to bend, stoop, and crawl on uneven terrain and ability to withstand varied environmental conditions such as extreme heat, cold, and moisture is vital. The ability to work in low light, confined spaces, and other dangerous environments is required.

Certificate Degree Options

Emergency Medical Technician – Marketable Skills Award

The EMT must demonstrate competency in handling emergencies utilizing all Basic Life Support equipment and skills in accordance with all behavioral objectives in the Department of Transportation/ EMT curriculum. The course includes classroom, laboratory, hospital and field instruction which shall include supervised experiences in the emergency department and other appropriate settings with a licensed EMS provider. This course can be completed in one semester. Marketable Skills Award applicants are TSI exempt.

Paramedic – Certificate of Completion

The minimum curriculum includes all content required by the current national paramedic education standards and competencies as defined by the Department of Transportation which address the following areas: roles and responsibilities of the paramedic; well-being of the paramedic; illness and injury prevention; medical/ legal issues; ethics; general principles of pathophysiology; pharmacology; venous access and medication administration; therapeutic communications; lifespan development; patient assessment; airway management and ventilation, including endotracheal intubation; and trauma. The course includes classroom, laboratory, hospital and field instruction which shall include supervised experiences in the emergency department, critical care areas, and other appropriate settings with a licensed EMS provider.

Paramedic – Associate of Applied Science

The Associate of Applied Science degree is identical to the Certificate of Completion for the Paramedic, but also includes the general education coursework required to be awarded the 60-hour Associate of Applied Science degree in Paramedicine.

Admissions Requirements

Detailed information about the programs is provided in Application Packets, available by sending an email request to ems@grayson.edu. The applicant should request the EMT application or Paramedic application. Completion of this packet is required for all applicants.

General Admission Guidelines

Students applying to the EMS program must first apply for admission to Grayson College and submit all required documentation to the Admissions Offices. See GC Catalog “General Academic Policies, Admissions” for more information. Admission to the college does not guarantee admission to the EMS programs. In addition to the admission requirements of Grayson College, the applicant must be 18 years of age and possess a high school diploma or GED 180 days post course completion.

To be considered for acceptance into the EMS program, applicants must submit application to the EMS Education Program, with required documentation attached, by the deadline posted in the EMS Application Packet. Applications will not be accepted until all required documentation is submitted. Incomplete applications will be returned to the student without consideration.

Application Documentation Required of All EMS Applicants:

1. **Completed application for admission to EMT or Paramedic program** (available by emailing ems@grayson.edu)
2. **Completed verification statement** (in application packet)
3. **Pre-Entrance Physical Exam and Health Statement** completed by approved medical professional
4. **Copy of transcripts** from all previously attended colleges or universities. Turn in to the GC Admissions Office official transcripts from all colleges previously attended. Turn in to the EMS program unofficial transcripts.
5. **Documentation of immunization*** as follows:
    - Tetanus/Diphtheria/Pertussis (Tdap) - One dose of the tetanus/diphtheria/pertussis (Tdap) immunization within the last 10 years
    - Measles, Mumps, Rubella (MMR) (Immunization or blood test proving immunity) - If born after Jan. 1, 1957, must have proof of two doses of the MMR vaccine administered on or after the first (1st) birthday and at least 30 days apart or proof of serologic immunity.
    - Varicella (Chickenpox) (Immunization or blood test proving immunity) - Series of two Varicella vaccines at least 30 days apart or proof of serologic immunity. History of the disease in not acceptable.
    - Hepatitis B (Immunization or blood test proving immunity) - Series of three Hepatitis B vaccines or proof of serologic immunity. This series takes 6 months to complete.
    - Influenza Vaccine - Annual influenza immunization as recommended by the CDC in the fall of each year.

Due to compliance with clinical facility requirements and the Texas Department of State Health Services rule, GC Health Science programs may not waiver immunization requirements for any reason. If immunizations are not complete, application to the program must be delayed.

Copies of records from physician offices, public health department, public schools, other colleges, and the military are acceptable. Students should provide a copy of the records. Please do not turn in the originals.

Additional Application Documentation Required for Paramedic Candidates:

1. Copy of current EMT certificate or license issued by one of the following: State of Texas or National Registry of EMTs.
2. Copy of current CPR for Basic Life Support Provider card issued by the American Heart Association.
3. Documentation of FISDAP Paramedic Entrance Exam Scores.

Note: It is the responsibility of the student to maintain EMT and CPR for Basic Life Support Provider certifications throughout the paramedic course.

Selection and Acceptance Procedure

EMT Selection and Acceptance:

Registration in EMT courses is by permission only. Once all EMT admission requirements have been submitted to the EMS Department, an email will be sent giving permission to enroll in EMT courses. Applications for Emergency Medical Technician courses will be reviewed for the required documentation listed above. Applicants who submit all required documents before the last date of registration for the semester will be granted permission to register. Applications will not be accepted after the last date of registration.

Paramedic Selection and Acceptance:

Applications for Paramedic courses received by the published deadline will be reviewed for the required documentation listed above by the EMS Admissions Committee during the five days immediately following the deadline. Only complete applications will be considered for selection.

Applications will be prioritized for selection using the applicant’s score on the FISDAP entrance exam.

In the case where applicants having equal scores must be chosen for limited space availability, the selection will be made by the EMS Admissions Committee and/or Program Director.

Applicants will be notified regarding selection or non-selection by telephone or email, or both at least 5 days prior to the scheduled orientation.

Should more applications be received than seats available, the waiting list will be maintained until the first class day. Any remaining applications will be destroyed.

Final Acceptance Requirements

1. Attend a scheduled mandatory orientation day on campus.
    - EMT orientation is scheduled for the first class day
    - Paramedic orientation is published in the Paramedic Application Packet
2. Pass a urine drug screen (at the student's expense and completed as scheduled through a GC approved company).
3. Pass a criminal background check (at the student's expense and completed as scheduled through a GC approved company).
4. Documentation of clinical readiness (completion of immunizations and required medical exam).

Eligibility for Certification or Licensure

Eligibility for Certification with the National Registry of Emergency Medical Technicians (NREMT)

The National Registry does not issue a permit to work or license to practice and does not warrant job performance of applicants and EMS professionals.

- No individual is eligible to apply for certification or recertification unless compliance with all NREMT rules and standards are demonstrated.
- The individual must truthfully complete and submit an application in the form provided by the NREMT and shall provide all additional information as requested.
- The individual must at all times be eligible for, and not barred from, practice as an Emergency Medical Technician under the laws of any state EMS licensing or authorizing agency.
- An individual convicted of a felony or any other crime directly related to public health or the provision of emergency medical service, including DUI, will be reviewed for eligibility for certification and recertification under policies outlined in the NREMT's Felony Policy.
- The NREMT reserves the right to withhold or revoke certification from an individual who has failed to pay for services rendered.

Eligibility for Certification with the Texas Department of State Health Services

All initial EMS applicants are required to submit their fingerprints through the rules and regulations of the Texas Department of State Health Services. A person shall be disqualified from eligibility to acquire an EMS certification if the applicant is convicted of or placed on deferred adjudication community supervision or deferred disposition for an offense listed in Code of Criminal Procedure, Article 42.12, Sections 3g(a)(1)(A) through (H) as follows: (1) murder; (2) capital murder; (3) indecency with a child; (4) aggravated kidnapping; (5) aggravated sexual assault; (6) aggravated robbery; (7) substance abuse offenses, as described in Health and Safety Code, Chapter 481, for which punishment is increased under: (a) Health and Safety Code, §481.140, regarding the use of a child in the commission of an offense; or (b) Health and Safety Code, §481.134(c), (d), (e) or (f), regarding an offense committed within a drug free zone, if it is shown that the defendant has been previously convicted of an offense for which punishment was increased under one of those subsections; (8) sexual assault; (9) an offense, other than an offense committed on or after September 1, 2009, for which the person is subject to register as a sex offender under Code of Criminal Procedure, Chapter 62.

Transfer of EMT Coursework

Students who completed EMT coursework at a college or university other than GC must submit official transcripts from each college or university previously attended to the GC Office of Admissions and Records, and submit a copy (official or unofficial) of the transcript attached to the EMS Admissions Application. EMT coursework completed via continuing education or a training site other than a college or university must be approved by the Director of EMS Education for credit award. Minimum documentation required for the approval process includes a copy of the initial course completion certificate showing classroom, clinical, and ambulance hours.

Contact information regarding program accreditation

The Grayson College EMS program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (www.coaemsp.org) with the goal "to prepare competent entry-level Paramedics in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains with

or without exit points at the Advanced Emergency Medical Technician and/or Emergency Medical Technician, and/or Emergency Medical Responder levels."

Committee on Accreditation of Educational Programs for the Emergency Medical Services Profession (CoAEMSP)
8301 Lakeview Parkway, Suite 111-213
Rowlett, Texas
214-703-8445
www.coemsp.org

Commission on Accreditation of Allied Health Education Programs
25400 U.S. Highway 19 North, Suite 158
Clearwater, FL 33763
727-210-2350
www.caahep.org

Certificate Degree Requirements

Certificate in Paramedicine

The Certificate of Completion in Paramedicine follows the National EMS Education Standards (2009) curriculum which assists students in acquiring the knowledge and skills to function as beginning practitioners in emergency medical services at the advanced level. Students receive classroom instruction and supervised hospital clinical and coordinated ambulance clinical experience. A grade of “C” or better is necessary in each EMSP course to progress. Upon completion of this program, students will receive a *Certificate of Completion in Paramedicine Award* from Grayson College and may be eligible to sit for the National Registry examination to become certified at the Advanced EMT (AEMT) or Paramedic levels. The Nationally Certified AEMT may be eligible to apply for EMT/Intermediate licensure with the Texas Department of State Health Services. The Nationally Certified Paramedic may be eligible to apply for EMT/Paramedic licensure with the Texas Department of State Health Services. The Department of State Health Services and/or the National Registry of EMTs may deny certification to individuals who have been convicted of a misdemeanor and/or felony.

Sequence	Course to be taken:	Semester Hours
1	EMSP 1338 (Intro to Advanced Practice)	3
2	EMSP 2206 (Emergency Pharmacology)	2
3	EMSP 2137 (Emergency Procedures)	1
4	EMSP 2434 (Medical Emergencies)	4
5	EMSP 1356 (Patient Assessment and Airway Management)	3
6	EMSP 1161 Clinical-Emergency Medical Tech.)	1
7	EMSP 2330 (Special Populations)	3
8	EMSP 2444 (Cardiology)	4
9	EMSP 2237 (Emergency Procedures)	2
10	EMSP 1147 (Pediatric Life Support)	1
11	EMSP 1355 (Trauma Management)	3
12	EMSP 1149 (Trauma Life Support)	1
13	EMSP 2135 (Adv. Cardiac Life Support)	1
14	EMSP 2162 (Clinical-Emergency Medical Tech.)	1

15	EMSP 2563 (Clinical-Emergency Medical Tech.)	5
16	EMSP 2143 (Assessment Based Management)	1
		36

Capstone Requirement: All students must pass each EMSP course with a "C" or better to graduate.

Note: EMSP courses listed in each semester must be taken simultaneously and must be taken in the sequence identified in the degree plan.

The GC Certificate of Completion in Paramedicine requires that the last 22 hours of EMSP courses be successfully completed at Grayson College.

Marketable Skills Award - EMT

The Marketable Skills Award - EMT follows the National EMS Education Standards (2009) curriculum which assists students in acquiring the knowledge and skills to function as beginning practitioners in emergency medical services at the basic level. Students receive classroom instruction and supervised hospital clinical and coordinated ambulance clinical experience. A grade of “C” or better is necessary in each EMSP course to progress. Upon completion of this program, students will receive a Marketable Skills Award-EMT from Grayson College and may be eligible to sit for the National Registry examination to become certified at the EMT level. The Nationally Certified EMT may be eligible to apply for EMT/Basic licensure with the Texas Department of State Health Services. The Texas Department of State Health Services and/or the National Registry of EMTs may deny certification to individuals who have been convicted of a misdemeanor and/or felony.

Following completion of the twelve (12) hours of EMSP coursework the student is eligible to test for the NREMT certificate exam

Subject	Semester Hours
First 8 week session	
EMSP 1501 (Emergency Medical Tech.)	5
EMSP 2305 (EMS Operations)	3
Second 8 week session	
EMSP 1460 (Clinical Emergency Medical Tech.)	4
	12

Capstone Requirement: All students must pass the capstone course (EMSP 2143) to fulfill the requirement for graduation.

Note: EMSP courses listed in each semester must be taken simultaneously and must be taken in the sequence identified in the degree plan.

*The Nationally Certified EMT may be eligible to apply for EMT/Basic licensure with the Texas Department of State Health Service.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

AAS Degree Requirements

Associate of Applied Science - Paramedicine

The Associate of Applied Science degree in Paramedicine follows the National EMS Standards (2009) curriculum which assists students in acquiring the knowledge and skills to function as beginning practitioners in emergency medical services at the advanced level. Students receive classroom instruction and supervised hospital clinical and coordinated ambulance clinical experience in the emergency care of patients. A grade of “C” or better is necessary in each EMSP course to progress. Upon successful completion of this program, students will receive an *Associate of Applied Science Degree in Paramedicine* and may be eligible to sit for the National Registry examination to become certified or licensed Paramedics. The National Certified Paramedic who has earned an associate degree in Paramedicine may be eligible to apply for Licensed Paramedic with the Texas Department of State Health Services.

The Department of State Health Services and/or the National Registry of EMTs may deny certification or licensure to individuals who have been convicted of a misdemeanor and/or felony.

Sequence	Subject	Semester Hours
1	BIOL 2404 (Anatomy and Physiology)	4
2	ENGL 1301 (Comp I)	3
3	SPCH 1311, 1315 or 1321	3
4	HRPS 1209 (Interpretation of Lab Results)	2
5	Social/Behavior Science Core	3
6	Lang, Phil, Culture/Creative Arts	3
7	Math, Life & Physical Science Core	3
8	AA/AS COA Core	3
9	EMSP 1338 (Intro to Advanced Practice)	3
10	EMSP 1356 (Patient Assessment and Airway Management)	3
11	EMSP 1355 (Trauma Management)	3
12	EMSP 2206 (Emergency Pharmacology)	2
13	EMSP 1149 (Trauma Life Support)	1
14	EMSP 2137 (Emergency Procedures)	1
15	EMSP 1161 (Clinical-Emergency Medical Technology/Technician)	1
16	EMSP 2444 (Cardiology)	4
17	EMSP 2434 (Medical Emergencies)	4
18	EMSP 2330 (Special Populations)	3
19	EMSP 2237 (Emergency Procedures)	2
20	EMSP 1147 (Pediatric Life Support)	1
21	EMSP 2135 (Advanced Cardiac Life Support)	1
22	EMSP 2162 (Clinical-Emergency Medical Technology/Technician)	1
23	EMSP 2563 (Clinical-Emergency Medical Technology/Technician)	5
24	EMSP 2143 (Assessment Based Management)	1
		60

Capstone Requirement: All students must pass the capstone course (EMSP 2143) to fulfill the requirement for graduation.

Note: EMSP courses listed in each semester must be taken simultaneously and must be taken in the sequence identified in the degree plan.

The Associate of Applied Science Degree in Paramedicine requires that the last 22 hours of EMSP courses be successfully completed at Grayson College.

EMSP 1147 - Pediatric Life Support

Theory and skills necessary for the management of pediatric or neonatal emergencies. The student will manage a pediatric or neonatal patient in accordance with the American Heart Association (AHA) Pediatric Advanced Life Support (PALS) guidelines.

Grade Basis: L
Credit hours: 1.0

Lecture hours: 1.0

Restrictions:

- Acceptance into the Paramedic Program.

EMSP 1149 - Trauma Life Support

Theory and skills necessary for the management of trauma emergencies. The student will manage a trauma patient in accordance with the requirements of the National Association of EMTs (NAEMT) Prehospital Trauma Life Support (PHTLS) guidelines.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 1.0

Restrictions:

- Acceptance into the Paramedic Program.

EMSP 1161 - Clinical-Emergency Medical Technology/Technician

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. As outlined in the learning plan, the student will apply the theory, concepts and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry, and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.

Grade Basis: P
Credit hours: 1.0
Lab hours: 6.0

Restrictions:

- Acceptance into the Paramedic program.

EMSP 1338 - Introduction to Advanced Practice

Fundamental elements associated with emergency medical services to include preparatory practices, pathophysiology, medication administration, and related topics. The student will describe the roles and responsibilities of advanced EMS personnel within the EMS system; apply concept of pathophysiology and pharmacology to the assessment and management of emergency patients; administer medications; employ effective communication; interpret medical/legal issues; demonstrate ethical behaviors; and discuss well-being of the paramedic

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- Acceptance into the Paramedic program.

EMSP 1355 - Trauma Management

Knowledge and skills in the assessment and management of patients with traumatic injuries. The student will integrate the pathophysiological assessment findings to formulate a field impression; implement the treatment plan for the trauma patient; and integrate multiple determinants of trauma conditions into clinical care.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- Acceptance into the Paramedic program.

EMSP 1356 - Patient Assessment and Airway Management

Knowledge and skills required to perform patient assessment, airway management, and artificial ventilation. The student will perform a history and comprehensive physical exam on various patient populations; establish and/or maintain a patent airway; and demonstrate oxygenation and ventilation of a patient; differentiate respiratory distress, failure and arrest; and interpret results of monitoring devices.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- Acceptance into the Paramedic program.

EMSP 1460 - Clinical Emergency Medical Technology/Technician

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Grade Basis: P
Credit hours: 4.0
Lab hours: 24.0

Restrictions:

- Pre-entrance physical exam and health statement, documentation of required immunizations, pass drug screen, pass criminal background check, documentation of CPR for Healthcare Providers from American Heart Association.
- Must be taken in sequence as listed in degree plan.

EMSP 1501 - Emergency Medical Technician

This course is preparation for Certification as an Emergency Medical Technician (EMT) - Basic. The student will develop proficiency in cognitive, psychomotor and affective domains for the EMT in accordance with the current Emergency Medical Services guidelines.

Grade Basis: L
Credit hours: 5.0
Lecture hours: 4.0
Lab hours: 4.0

Restrictions:

- Pre-entrance physical exam and health statement, documentation of required immunizations, pass drug screen, pass criminal background check, documentation of CPR for Healthcare Providers from American Heart Association.
- Concurrent enrollment in EMSP 2305 is required.

EMSP 2135 - Advanced Cardiac Life Support

Theory and skills necessary for the management of cardiovascular emergencies as specified by the American Heart Association (AHA) guidelines. The student will manage a cardiovascular patient according to the American Heart Association (AHA) Advanced Cardiac Life Support ACLS guidelines.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 1.0

Restrictions:

- Acceptance into the Paramedic program.

EMSP 2137 - Emergency Procedures

Application of emergency procedures. The student will integrate theory and skills mastered in other courses; and demonstrate comprehensive problem-solving techniques.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 3.0

Restrictions:

- Acceptance into the Paramedic program.

EMSP 2143 - Assessment Based Management

A Capstone course covering comprehensive, assessment based patient care management. Includes specific care when dealing with pediatric, geriatric, and special-needs patients. The student will integrate pathophysiological principles and assessment findings to formulate a field impression; and implement a treatment plan.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- Acceptance into the Paramedic program.

EMSP 2162 - Clinical-Emergency Medical Technology/Technician

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. As outlined in the learning plan, the student will apply the theory, concepts and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry, and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.

Grade Basis: P
Credit hours: 1.0
Lab hours: 6.0

Restrictions:

- Acceptance into the Paramedic program.

EMSP 2206 - Emergency Pharmacology

A study of drug classifications, actions, therapeutic uses, adverse effects, routes of administration, and calculation of dosages. The student will utilize knowledge of pharmacological concepts to demonstrate safe administration of medications in emergency settings.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0
Lab hours: 1.0

Restrictions:

- Acceptance into the Paramedic program.

EMSP 2237 - Emergency Procedures

Application of emergency procedures. The student will integrate theory and skills mastered in other courses; and demonstrate comprehensive problem-solving techniques.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 1.0

Lab hours: 2.0

Restrictions:

- Acceptance into the Paramedic program.

EMSP 2305 - EMS Operations

Knowledge and skills to safely manage multi-casualty incidents and rescue situations; utilize air medical resources; identify hazardous materials and other specialized incidents.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Pre-entrance physical exam and health statement, documentation of required immunizations, pass drug screen, pass criminal background check, documentation of CPR for Healthcare Providers from American Heart Association.
- Concurrent enrollment in EMSP 1501 required.

EMSP 2330 - Special Populations

Knowledge and skills necessary to assess and manage ill or injured patients in diverse populations to include neonatology, pediatrics, geriatrics, and other related topics. The student will integrate pathophysiology assessment findings to formulate a field impression, implement a treatment plan for diverse patients of special populations; and integrate multiple determinants of such conditions into clinical care.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- Acceptance into the Paramedic program.

EMSP 2434 - Medical Emergencies

Knowledge and skills in the assessment and management of patients with medical emergencies, including medical overview, neurology, gastroenterology, immunology, pulmonology, urology, hematology, endocrinology, toxicology, and other related topics. The student will integrate pathophysiology assessment finding to formulate a field impression; implement a treatment plan for the medical patient; and integrate multiple determinants of medical condition into clinical care.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 4.0
Lab hours: 1.0

Restrictions:

- Acceptance into the Paramedic program.

EMSP 2444 - Cardiology

Assessment and management of patients with cardiac emergencies. Includes single and multi-lead ECG interpretation. The student will integrate the pathophysiological principles and assessment findings to formulate a field impression; and implement a treatment plan for the cardiac patient.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 3.0

Restrictions:

- Acceptance into the Paramedic program.

EMSP 2563 - Clinical-Emergency Medical Technology/Technician

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. As outlined in the learning plan, the student will apply the theory, concepts and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry, and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.

Grade Basis: P
Credit hours: 5.0
Lab hours: 18.0

Restrictions:

- Acceptance into the Paramedic program.

Engineering

Overview

For students planning to pursue a Engineering major and transfer to a four-year institution, as a general rule, students should follow the **Associate of Science Degree in Engineering** at Grayson College as part of the **Science and Technology Career Pathway**. All students are advised to counsel with the university/college of their choice to determine which courses offered at Grayson College are applicable to that institution's bachelor's degree in their desired major.

AS Degree Requirements

Associate of Science - Engineering

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Subject	Semester Hours
Mathematics Core	3
Life & Physical Science Core	3
Life & Physical Science Lab (CAO)	1
ENGL 1301	3
American History Core	3
Engineering Elective	2
Life & Physical Science Core	3
Life & Physical Science Lab	1
Component Area Option Core	4
Communication Core	3
American History Core	3
Engineering Elective	3
Engineering Elective	3
Engineering Elective	3
Government/Political Science Core	3
Social & Behavioral Sciences Core	3
Engineering Elective	3
Engineering Elective	3
Government/Political Science Core	3
Creative Arts Core	3
Language, Philosophy, & Cultural Core	3
	60

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Core

Students earning an Associate of Arts, Associate of Science, or Associate of Arts in Teaching Degree at Grayson College must complete 42 hours of a state mandated Core Curriculum in addition to major courses and electives in their particular area of interest. Following are the Core Curriculum Component Areas. Click here for allowable courses within each component area.

Component Areas	Required Hours
010 Communication	6
020 Mathematics	3
030 Life and Physical Sciences	6
040 Language, Philosophy, and Culture	3
050 Creative Arts	3

060 American History	6
070 Government/Political Science	6
080 Social and Behavioral Sciences	3
090 Component Area Option	6
Total	**42**

ENGR 2105 - Electrical Circuits 1 Lab

Laboratory experiments supporting theoretical principles presented in ENGR 2305 involving DC and AC circuit theory, network theorems, time, and frequency domain circuit analysis. Introduction to principles and operation of basic laboratory equipment; laboratory report preparation. Co-requisite: ENGR 2305

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- Concurrent Enrollment in MATH 2305

ENGR 2305 - Electrical Circuits I

Principles of electrical circuits and systems. Basic circuit elements resistance, inductance, mutual inductance, capacitance, independent and dependent controlled voltage, and current sources. Topology of electrical networks; Kirchhoff's laws; node and mesh analysis; DC circuit analysis; operational amplifiers; transient and sinusoidal steady-state analysis; AC circuit analysis; first- and second-order circuits; Bode plots; and use of computer simulation software to solve circuit problems.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Concurrent enrollment in MATH 2320 required.
- Pre-Requisites MATH 2414, PHYS 2315, and PHYS 2115.

ENGR 1201 - Introduction to Engineering

This is an introduction to the engineering profession with emphasis on technical communication and team-based engineering design.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 1.0
Lab hours: 3.0

Prerequisites:

- MATH 1314 - College Algebra

ENGR 1304 - Engineering Graphics I

Introduction to computer-aided drafting using CAD software and sketching to generate two- and three-dimensional drawings based on the conventions of engineering graphical communication; topics include spatial relationships, multi-view projections and sectioning, dimensioning, graphical presentation of data, and fundamentals of computer graphics.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 4.0

Prerequisites:

- MATH 1314 - College Algebra

ENGR 2301 - Engineering Mechanics – Statics

Basic theory of engineering mechanics, using calculus, involving the description of forces, moments, and couples acting on stationary engineering structures; equilibrium in two and three dimensions; free-body diagrams; friction; centroids; centers of gravity; and moments of inertia.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- PHYS 2125 - University Physics Laboratory I
- PHYS 2325 - University Physics I

Restrictions:

- Concurrent enrollment in MATH 2414 (Calculus II)

ENGR 2302 - Engineering Mechanics - Dynamics

Basic theory of engineering mechanics, using calculus, involving the motion of particles, rigid bodies, and systems of particles; Newton's Laws; work and energy relationships; principles of impulse and momentum; application of kinetics and kinematics to the solution of engineering problems.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- ENGR 2301 - Engineering Mechanics – Statics

MATH 2320 - Differential Equations

Ordinary differential equations, including linear equations, systems of equations, equations with variable coefficients, existence and uniqueness of solutions, series solutions, singular points, transform methods, and boundary value problems; application of differential equations to real-world problems.

Grade Basis: ALP
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- MATH 2414 - Calculus II

MATH 2413 - Calculus I

Limits and continuity; the Fundamental Theorem of Calculus; definition of the derivative of a function and techniques of differentiation; applications of the derivative to maximizing or minimizing a function; the chain rule, mean value theorem, and rate of change problems; curve sketching; definite and indefinite integration of algebraic, trigonometric, and transcendental functions, with an application to calculation of areas.

Grade Basis: ALP
Credit hours: 4.0
Lecture hours: 4.0

Prerequisites:

- MATH 2312 - Pre-Calculus Math

MATH 2414 - Calculus II

Differentiation and integration of transcendental functions; parametric equations and polar coordinates; techniques of integration; sequences and series; improper integrals

Grade Basis: ALP
Credit hours: 4.0
Lecture hours: 4.0

Prerequisites:

- MATH 2413 - Calculus I

ENGR 2332 - Mechanics of Materials

Stresses, deformations, stress-strain relationships, torsions, beams, shafts, columns, elastic deflections in beams, combined loading, and combined stresses.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Prerequisites:

- ENGR 2301 - Engineering Mechanics – Statics

COSC 1336 - Program Fundamentals I

Introduces the fundamental concepts of structured programming. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

English as a Second Language

ESOL 0310 - Beginning ESOL Oral Communication

Develops listening and speaking skills in speakers of languages other than English and prepares them to function in educational, vocational and/or personal English-speaking contexts.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ENGL 1311 - Intermediate ESOL Oral Communication

Develops listening and speaking skills in speakers of languages other than English and prepares them to function in educational, vocational and/or personal English-speaking contexts.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ESOL 0312 - Advanced ESOL Oral Communication

(CIP # 32.0108.55 12). Develops listening and speaking skills in speakers of languages other than English and prepares them to function in educational, vocational and/or personal English-speaking contexts.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ESOL 0315 - Advanced ESOL Oral Communication

Develops listening and speaking skills in speakers of languages other than English and prepares them to function in educational, vocational and/or personal English-speaking contexts. (This is a NCBO course, which is non-semester-length, non-course competency-based option and intervention.)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ESOL 0320 - Beginning ESOL Reading and Vocabulary

Develops English reading proficiency and vocabulary for academic, career, or personal purposes in speakers of languages other than English and prepares them to function in a multicultural, multilingual society.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ESOL 0321 - Intermediate ESOL Reading and Vocabulary

Develops English reading proficiency and vocabulary for academic, career, or personal purposes in speakers of languages other than English and prepares them to function in a multicultural, multilingual society.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ESOL 0322 - Advanced ESOL Reading and Vocabulary

Develops English reading proficiency and vocabulary for academic, career, or personal purposes in speakers of languages other than English and prepares them to function in a multicultural, multilingual society.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ESOL 0325 - Advanced ESOL Reading and Vocabulary

Develops English reading proficiency and vocabulary for academic, career, or personal purposes in speakers of languages other than English and prepares them to function in a multicultural, multilingual society.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- This is a NCBO course, which is non-semester-length, non-course competency-based option and intervention.

ESOL 0330 - Beginning Grammar for Non-Native Speakers

Focuses on Standard English grammar usage for academic purposes. Open only to non-native speakers.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ESOL 0331 - Intermediate Grammar for Non-Native Speakers

Focuses on Standard English grammar usage for academic purposes. Open only to non-native speakers.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ESOL 0332 - Advanced Grammar for Non-Native Speakers

Focuses on Standard English grammar usage for academic purposes. Open only to non-native speakers.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ESOL 0335 - Advanced Grammar for Non-Native Speakers

Focuses on Standard English grammar usage for academic purposes. Open only to non-native speakers.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- This is a NCBO course, which is nonsemester-length, non-course competency-based option and intervention.

ESOL 0340 - Beginning Writing for Non-Native Speakers

Focuses on strategies and techniques of writing and composition. Open only to non-native speakers.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 3.0

ESOL 0341 - Intermediate Writing for Non-Native Speakers

Focuses on strategies and techniques of writing and composition. Open only to non-native speakers

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ESOL 0342 - Advanced Writing for Non-Native Speakers

Focuses on strategies and techniques of writing and composition. Open only to non-native speakers.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

ESOL 0345 - Advanced Writing for Non-Native Speakers

Focuses on strategies and techniques of writing and composition. Open only to non-native speakers.

Grade Basis: AL
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 3.0

Restrictions:

- This is a NCBO course, which is non-semester-length, non-course competency-based option and intervention.

General Studies

Overview

For students interested in pursuing a degree and transferring to a four-year institution, as a general rule, students should follow the **Associate of Arts Degree in General Studies or the Associate of Science Degree in General Studies** in a desired Pathway at Grayson College. All students are advised to counsel with the university/college of their choice to determine which courses offered at Grayson College are applicable to that institution's bachelor's degree in their desired major.

AA/AS Degree Requirements

Associate of Science/Associate of Arts

Subject	Semester Hours
Component Area Option Core	3
ENGL 1301	3
American History Core	3
Mathematics Core	3
Social & Behavioral Sciences Core	3
Communication Core	3
American History Core	3
Life & Physical Science Core	3
Life & Physical Science Lab (CAO)	1
Language, Philosophy & Culture Core	3
Component Area Option Core	1
Government/Political Science Core	3
Life & Physical Science Core	3
Life & Physical Science Lab (CAO)	1
Academic Elective	3
Academic Elective	3
Academic Elective	3
Creative Arts Core	3
Government/Political Science Core	3
Academic Elective	3
Academic Elective	3
Academic Elective	3
	60

Note: All science courses at Grayson College must be taken with their corresponding labs.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

*To receive a General Studies Associate of Arts Degree students must choose six hours from the following as their academic electives (Courses cannot be repeated for Credit): HIST 2321/2322, PHIL 1304, ENGL (2322, 2323, 2327, 2328, 2332, 2333, 2351), GEOG 1303, SPAN 2311 / 2312.

Core

Students earning an Associate of Arts, Associate of Science, or Associate of Arts in Teaching Degree at Grayson College must complete 42 hours of a state mandated Core Curriculum in addition to major courses and electives in their particular area of interest. Following are the Core Curriculum Component Areas. See below for allowable courses within each component area.

Component Areas	Required Hours
010 Communication	6
020 Mathematics	3
030 Life and Physical Sciences	6

040 Language, Philosophy, and Culture	3
050 Creative Arts	3
060 American History	6
070 Government/Political Science	6
080 Social and Behavioral Sciences	3
090 Component Area Option	6
Total	**42**

Communication (6 hours)

ENGL 1301 Composition I and one of the following:

ENGL 1302 Composition II

ENGL 2311 Technical & Business Writing

SPCH 1311 Introduction to Speech Communication

SPCH 1315 Public Speaking

SPCH 1321 Business & Professional Communication

Mathematics (3 hours)

MATH 1314 College Algebra

MATH 1316 Plane Trigonometry

MATH 1324 Mathematics for Business & Social Sciences

MATH 1332 Contemporary Mathematics I (Math for Liberal Arts Majors I)

MATH 1342 Elementary Statistical Methods

MATH 2312 Pre-Calculus Math

MATH 2413 Calculus I

Life and Physical Sciences (6 hours)

BIOL 1306 Biology for Science Majors I

BIOL 1307 Biology for Science Majors II

BIOL 1308 Biology for Non-Science Majors I

BIOL 1309 Biology for Non-Science Majors II

BIOL 1414 Introduction to Biotechnology I

BIOL 2301 Anatomy & Physiology I

BIOL 2302 Anatomy & Physiology II

BIOL 2320 Microbiology for Non-Science Majors

BIOL 2321 Microbiology for Science Majors

BIOL 2404 Anatomy & Physiology (specialized, single-semester course, lecture + lab)

CHEM 1406 Introductory Chemistry I (lecture + lab, allied health emphasis)

CHEM 1311 General Chemistry I

CHEM 1312 General Chemistry II

GEOL 1301 Earth Sciences for Non-Science Majors I

GEOL 1303 Physical Geology

GEOL 1304 Historical Geology

GEOL 1305 Environmental Science

PHYS 1301 College Physics I

PHYS 1302 College Physics II

PHYS 1303 Stars and Galaxies

PHYS 1304 Solar System

PHYS 1315 Physical Science I

PHYS 2325 University Physics I

PHYS 2326 University Physics II

Note: All science courses at Grayson College must be taken with their corresponding labs. The labs can be used in the CAO2.

Language, Philosophy, and Culture (3 hours)

ENGL 2322 British Literature I

ENGL 2323 British Literature II

ENGL 2327 American Literature I

ENGL 2328 American Literature II

ENGL 2332 World Literature I

ENGL 2333 World Literature II

ENGL 2351 Mexican-American Literature

HIST 2321 World Civilizations I

HIST 2322 World Civilizations II

HUMA 1301 Introduction to Humanities I

HUMA1302 Introduction to Humanities II

PHIL 1301 Introduction to Philosophy

PHIL 1304 Introduction to World Religions

PHIL 2306 Introduction to Ethics

PHIL 2321 Philosophy of Religion

SPAN 2311 Intermediate Spanish I (3rd semester Spanish)

SPAN 2312 Intermediate Spanish II (4th semester Spanish)

Creative Arts (3 hours)

ARTS 1301 Art Appreciation

ARTS 1303 Art History I

ARTS 1304 Art History II

DRAM 1310 Introduction to Theater

MUSI 1306 Music Appreciation

MUSI 1307 Music Literature

American History (6 hours)

One or both of the following two:

HIST 1301 United States History I

HIST 1302 United States History II

One of the following can substitute for 3 hours of the above U.S. History courses:

HIST 2301 Texas History

HIST 2327 Mexican-American History I

HIST 2328 Mexican-American History II

Government /Political Science (6 hours)

GOVT 2305 Federal Government

GOVT 2306 Texas Government

Social and Behavioral Sciences (3 hours)

CRIJ 1301 Introduction to Criminal Justice

ECON 2301 Principles of Macroeconomics

ECON 2302 Principles of Microeconomics

GEOG 1302 Human Geography

GEOG 1303 World Regional Geography

PSYC 2301 General Psychology

PSYC 2314 Lifespan Growth & Development

SOCI 1301 Introductory Sociology

SOCI 1306 Social Problems

SPCH 1318 Interpersonal Communication

TECA 1354 Child Growth and Development

Component Area Option (CAO 1 and CAO 2) (6 hours)

Two (2) hours from science lab courses listed below which are taken with science courses above; and

Four (4) hours from any of the core courses listed above or from the following list of courses

(Note: courses cannot be counted more than once):
COSC 1301 Introduction to Computing
COSC 1336 Programming Fundamentals I
EDUC1300/PSYC 1300 Learning Frameworks
PHED 1164 Introduction to Physical Fitness and Wellness
SPAN 1411 Beginning Spanish I
SPAN 1412 Beginning Spanish II
Science Lab Courses:
BIOL 1106 Biology I Lab
BIOL 1107 Biology II Lab
BIOL 1108 Biology for Non-Science Majors I Lab
BIOL 1109 Biology for Non-Science Majors II Lab
BIOL 2101 Anatomy & Physiology Laboratory I
BIOL 2102 Anatomy & Physiology Laboratory II
BIOL 2120 Microbiology for Non-Science Majors Laboratory I
BIOL 2121 Microbiology for Non-Science Majors Laboratory II
CHEM 1111 General Chemistry I Lab 17
CHEM 1112 General Chemistry II Lab
GEOL 1101 Earth Sciences Lab I
GEOL 1103 Physical Geology Lab
GEOL 1104 Historical Geology Lab
GEOL 1105 Environmental Geology Lab
PHYS 1101 College Physics Laboratory I (lab)
PHYS 1102 College Physics Laboratory II (lab)
PHYS 1103 Stars and Galaxies Laboratory (lab)
PHYS 1104 Solar System Laboratory (lab)
PHYS 1115 Physical Science Laboratory I (lab)
PHYS 2125 University Physics Lab I
PHYS 2126 University Physics Lab II

All students seeking the Associate of Arts, the Associate of Science, or the Associate of Arts in Teaching coming to Grayson College with fewer than 15 hours must take EDUC1300/PSYC 1300 and three more credits from the courses listed in the Component Area Option and not used in another component area.

Note: Many four-year colleges and universities require a foreign language as part of their degree plan. SPAN 1411, 1412, 2311, 2312, 2321, and 2322 meet transfer requirements for foreign language.

CHEM 2389 - Academic Cooperative

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Grade Basis: L

CHEM 1111 - General Chemistry Laboratory 1

Basic laboratory experiments supporting theoretical principles presented in ; introduction of the scientific method, experimental design, data collection and analysis, and preparation of laboratory report.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- CHEM 1311 - General Chemistry I
- MATH 1314 - College Algebra

Restrictions:

- High School chemistry is strongly recommended

CHEM 1112 - General Chemistry Laboratory 2

Basic laboratory experiments supporting theoretical principles presented in ; introduction of the scientific method, experimental design, chemical instrumentation, data collection and analysis, and preparation of laboratory report.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- CHEM 1311 - General Chemistry I
- CHEM 1312 - General Chemistry II

Restrictions:

- College readiness in reading and math required

CHEM 1311 - General Chemistry I

Fundamental principles of chemistry for majors in the sciences, health sciences, and engineering; topics include measurements, fundamental properties of matter, states of matter, chemical reactions, chemical stoichiometry, periodicity of elemental properties, atomic structure, chemical bonding, molecular structure, solutions, properties of gases, and an introduction to thermodynamics and descriptive chemistry.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- MATH 1314 - College Algebra

Restrictions:

- High school chemistry is strongly recommended.

CHEM 1312 - General Chemistry II

Chemical equilibrium; phase diagrams and spectrometry; acidbase concepts; thermodynamics; kinetics; electrochemistry; nuclear chemistry; an introduction to organic chemistry and descriptive inorganic chemistry.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- CHEM 1109/1309/1409 Required.

CHEM 1406 - Introductory Chemistry I (lecture + lab, allied health emphasis)

Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry,food/physiological chemistry, and environmental/consumer chemistry. Designed for allied health students and for students who are not science majors. Organic and biological chemistry are emphasized. This course provides the basic chemical background for understanding metabolism and other biological processes which occur in living organisms. Not to be taken by science majors.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0

Lab hours: 4.0

Restrictions:

- College readiness in reading required.

CHEM 2123 - Organic Chemistry I (lab, 1 SCH version)

This laboratory-based course accompanies CHEM 2323, Organic Chemistry I. Laboratory activities will reinforce fundamental principles of organic chemistry, including the structure, bonding, properties, and reactivity of organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. Methods for the purification and identification of organic compounds will be examined.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- CHEM 1312 - General Chemistry II

Restrictions:

- College readiness in reading is required

CHEM 2125 - Organic Chemistry II (lab, 1 SCH version)

This laboratory-based course accompanies CHEM 2325, Organic Chemistry II. Laboratory activities reinforce advanced principles of organic chemistry, including the structure, properties, and reactivity of aliphatic and aromatic organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- CHEM 2325 - Organic Chemistry II

Restrictions:

- College readiness in reading is required

CHEM 2323 - Organic Chemistry I

Fundamental principles of organic chemistry will be studied, including the structure, bonding, properties, and reactivity of organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. This course is intended for students in science or pre- professional programs.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- CHEM 1312 - General Chemistry II

Restrictions:

- College readiness in reading is required
- Successful completion with a grade of C or better in CHEM 1412 is required

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CHEM 2325 - Organic Chemistry II

Advanced principles of organic chemistry will be studied, including the structure, properties, and reactivity of aliphatic and aromatic organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. This course is intended for students in science or pre-professional programs.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- CHEM 2323 - Organic Chemistry I

Restrictions:

- College readiness in reading is required
- Successful completion with a grade of C or better in CHEM2123/2323 or CHEM 2423 required

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ECON 2301 - Principles of Macroeconomics

An analysis of the economy as a whole including measurement and determination of Aggregate Demand and Aggregate Supply, national income, inflation, and unemployment. Other topics include international trade, economic growth, business cycles, and fiscal policy and monetary policy

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- sophomore standing or consent of division dean.

ECON 2302 - Principles of Microeconomics

Analysis of the behavior of individual economic agents, including consumer behavior and demand, producer behavior and supply, price and output decisions by firms under various market structures, factor markets, market failures, and international trade.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- sophomore standing or consent of division dean.

ECON 2389 - Academic Cooperative

An instructional program designed to integrate on-campus study with practical hands-on experience in economics. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of human social behavior and/or social institutions

Grade Basis: L

ENGL 1301 - Composition I

Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- The course requires a lab component
- College readiness in reading and writing required.

ENGL 1302 - Composition II

Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Prerequisites:

- ENGL 1301 - Composition I

Restrictions:

- The course requires a lab component

ENGL 2311 - Technical and Business Writing

Intensive study of and practice in professional settings. Focus on the types of documents necessary to make decisions and take action on the job, such as proposals, reports, instructions, policies and procedures, e-mail messages, letters, and descriptions of products and services. Practice individual and collaborative processes involved in the creation of ethical and efficient documents.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- ENGL 1301 - Composition I

ENGL 2322 - British Literature I

A survey of the development of British literature from the Anglo-Saxon period to the Eighteenth Century. Students will study works of prose, poetry, drama, and fiction in relation to their historical, linguistic, and cultural contexts. Texts will be selected from a diverse group of authors and traditions.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- ENGL 1301 - Composition I

ENGL 2323 - British Literature II

A survey of the development of British literature from the Romantic period to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- ENGL 1301 - Composition I

ENGL 2327 - American Literature I

A survey of American literature from the period of exploration and settlement through the Civil War. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- ENGL 1301 - Composition I

ENGL 2328 - American Literature II

A survey of American literature from the Civil War to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- ENGL 1301 - Composition I

ENGL 2332 - World Literature I

A survey of world literature from the ancient world through the sixteenth century. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- ENGL 1301 - Composition I

ENGL 2333 - World Literature II

A survey of world literature from the seventeenth century to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- ENGL 1301 - Composition I

ENGL 2341 - Forms of Literature

The study of one or more literary genres including, but not limited to, poetry, fiction, drama and film.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

ENGL 2351 - Mexican-American Literature

A survey of Mexican American/Chicanx literature from Mesoamerica to the present. Students will study literary works of fiction, poetry, drama, essays, and memoirs in relation to their historical, linguistic, political, regional, gendered, and cultural contexts. Texts will be selected from a diverse group of authors, literary movements, and media forms. Topics and themes may include the literary performance of identity and culture, aesthetic mediation of racialization, struggle and protest, and artistic activism.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- ENGL 1301 - Composition I

GEOG 1302 - Culture Geography

This course introduces students to fundamental concepts, skills, and practices of human geography. Place, space, and scale serve as a framework for understanding patterns of human experience. Topics for discussion may include globalization, population and migration, culture, diffusion, political and economic systems, language, religion, gender, and ethnicity.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

GEOG 1303 - World Regional Geography

This course is an introduction to the world's major regions seen through their defining physical, social,cultural, political, and economic features. These regions are examined in terms of their physical and human characteristics and their interactions. The course emphasizes relations among regions on issues such as trade, economic development, conflict, and the role of regions in the globalization process.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

GEOL 1101 - Earth Sciences LAB I

This laboratory-based course accompanies GEOL 1301, Earth Sciences I. Activities will cover methods used to collect and analyze data in geology, meteorology, oceanography, and astronomy.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- GEOL 1301 - Earth Science

GEOL 1103 - Physical Geology LAB

This laboratory-based course accompanies GEOL 1303, Physical Geology. Laboratory activities will cover methods used to collect and analyze earth science data.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- GEOL 1303 - Physical Geology

GEOL 1104 - Historical Geology LAB

This laboratory-based course accompanies GEOL 1304, Historical Geology. Laboratory activities will introduce methods used by scientists to interpret the history of life and major events in the physical development of Earth from rocks and fossils.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- GEOL 1304 - Historical Geology

GEOL 1105 - Environmental Science LAB

This laboratory-based course accompanies GEOL 1305, Environmental Science (lecture). Activities will cover methods used to collect and analyze environmental data.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- GEOL 1305 - Environmental Geology

GEOL 1301 - Earth Science

Survey of geology, meteorology, oceanography, and astronomy.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading required.

GEOL 1303 - Physical Geology

Introduction to the study of the materials and processes that have modified and shaped the surface and interior of Earth over time. These processes are described by theories based on experimental data and geologic data gathered from field observations.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading required.

GEOL 1304 - Historical Geology

A comprehensive survey of the history of life and major events in the physical development of Earth as interpreted from rocks and fossils.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading required.

GEOL 1305 - Environmental Geology

A survey of the forces, including humans, which shape our physical and biologic environment, and how these affect life on Earth. Introduction to the science and policy of global and regional environmental issues, including pollution, climate change, and sustainability of land, water, and energy resources.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading required.

GOVT 2107 - Federal and Texas Constitutions

A study of the United States and state constitutions, with special emphasis on Texas. Prerequisite: By permission only. Enrollment limited to students who have already completed a minimum of 6 SCH of government courses but have not satisfied the statutory requirement for the study of the federal and state constitutions. Ensures compliance with TEC §51.301.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 1.0

GOVT 2304 - Introduction to Political Science

Introductory survey of the discipline of political science focusing on the scope, and methods of the field, and the substantive topics in the discipline including the theoretical foundations of politics, political interaction, political institutions and how political systems function.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

GOVT 2305 - Federal Government

Origin and development of the U.S. Constitution, structure and powers of the national government including the legislative, executive, and judicial branches, federalism, political participation, the national election process, public policy, civil liberties and civil rights.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

GOVT 2306 - Texas Government

Origin and development of the Texas constitution, structure and powers of state and local government, federalism and intergovernmental relations, political participation, the election process, public policy, and the political culture of Texas.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

GOVT 2389 - Academic Cooperative

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Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HIST 1301 - United States History I

A survey of the social, political, economic, cultural, and intellectual history of the United States from the pre-Columbian era to the Civil War/Reconstruction period. United States History I includes the study of pre-Columbian, colonial, revolutionary, early national, slavery and sectionalism, and the Civil War/Reconstruction eras. Themes that may be addressed in United States History I include: American settlement and diversity, American culture, religion, civil and human rights, technological change, economic change, immigration and migration, and creation of the federal government.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HIST 1302 - United States History II

A survey of the social, political, economic, cultural, and intellectual history of the United States from the Civil War/ Reconstruction era to the present. United States History II examines industrialization, immigration, world wars, the Great Depression, Cold War and post-Cold War eras. Themes that may be addressed in United States History II include: American culture, religion, civil and human rights, technological change, economic change, immigration and migration, urbanization and suburbanization, the expansion of the federal government, and the study of U.S. foreign policy.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HIST 2301 - Texas History

A survey of the political, social, economic, cultural, and intellectual history of Texas from the pre-Columbian era to the present. Themes that may be addressed in Texas History include: Spanish colonization and Spanish Texas; Mexican Texas; the Republic of Texas; statehood and secession; oil, industrialization, and urbanization; civil rights; and modern Texas.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HIST 2311 - Western Civilization I

A survey of the social, political, economic, cultural, religious, and intellectual history of Europe and the Mediterranean world from human origins to the 17th century. Themes that should be addressed in Western Civilization I include the cultural legacies of Mesopotamia, Egypt, Greece, Rome, Byzantium, Islamic civilizations, and Europe through the Middle Ages, Renaissance, and Reformations.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HIST 2312 - Western Civilization II

A survey of the social, political, economic, cultural, religious, and intellectual history of Europe and the Mediterranean world from the 17th century to the modern era. Themes that should be addressed in Western Civilization II include absolutism and constitutionalism, growth of nation states, the Enlightenment, revolutions, classical liberalism, industrialization, imperialism, global conflict, the Cold War, and globalism.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HIST 2321 - World Civilization I

A survey of the social, political, economic, cultural, religious, and intellectual history of the world from the emergence of human cultures through the 15th century. The course examines major cultural regions of the world in Africa, the Americas, Asia, Europe, and Oceania and their global interactions over time. Themes include the emergence of early societies, the rise of civilizations, the development of political and legal systems, religion and philosophy, economic

systems and trans-regional networks of exchange. The course emphasizes the development, interaction and impact of global exchange.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HIST 2322 - World Civilization II

A survey of the social, political, economic, cultural, religious, and intellectual history of the world from the 15th century to the present. The course examines major cultural regions of the world in Africa, the Americas, Asia, Europe, and Oceania and their global interactions over time. Themes include maritime exploration and transoceanic empires, national/state formation and industrialization, imperialism, global conflicts and resolutions, and global economic integration. The course emphasizes the development, interaction and impact of global exchange.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HUMA 1301 - Introduction to the Humanities I

This stand-alone course is an interdisciplinary survey of cultures focusing on the philosophical and aesthetic factors in human values with an emphasis on the historical development of the individual and society and the need to create.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HUMA 1302 - Introduction to the Humanities II

This stand-alone course is an interdisciplinary survey of cultures focusing on the philosophical and aesthetic factors in human values with an emphasis on the historical development of the individual and society and the need to create.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

INRW 0210 - Integrated Reading and Writing I

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Grade Basis: L
Credit hours: 2.0
Lab hours: 2.0

INRW 0315 - Non Course Integrated Reading and Writing I

Critical reading and academic writing skills. The intervention fulfills TSI requirements for reading and/or writing. This is a NCBO course, which is non-semester-length, non-course competency-based option and intervention.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- This is a NCBO course, which is non-semester-length, non-course competency-based option and intervention.

PHIL 1301 - Introduction to Philosophy

A study of major issues in philosophy and/or the work of major philosophical figures in philosophy. Topics in philosophy may include theories of reality, theories of knowledge, theories of value, and their practical applications.

Grade Basis: L
Credit hours: 3.0

Lecture hours: 3.0

PHIL 1304 - Introduction to World Religions

A comparative study of world religions, including but not limited to Hinduism, Buddhism, Judaism, Christianity, and Islam.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

PHIL 2306 - Introduction to Ethics

The systematic evaluation of classical and/or contemporary ethical theories concerning the good life, human conduct in society, morals, and standards of value.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

PHIL 2321 - Philosophy of Religion

A study of the major issues in the philosophy of religion such as the existence and nature of God, the relationships between faith and reason, the nature of religious language, religious experience, and the problem of evil.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

PHYS 1101 - College Physics I (lab)

This laboratory-based course accompanies PHYS 1301, College Physics I. Laboratory activities will reinforce fundamental principles of physics, using algebra and trigonometry; the principles and applications of classical mechanics and thermodynamics, including harmonic motion, mechanical waves and sound, physical systems, Newton's Laws of Motion, and gravitation and other fundamental forces; emphasis will be on problem solving.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- PHYS 1301 - College Physics I

Restrictions:

- College readiness in reading and math required.

PHYS 1102 - College Physics II (lab)

This laboratory-based course accompanies PHYS 1302, College Physics II. Laboratory activities will reinforce fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, optics, and modern physics topics; with emphasis on problem solving.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- PHYS 1302 - College Physics II

Restrictions:

- College readiness in reading and math required.

PHYS 1103 - Stars and Galaxies

Laboratory in the study of stars, galaxies, and the universe outside our solar system.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- PHYS 1303 - Stars and Galaxies

Restrictions:

- College readiness in reading and math required.

PHYS 1104 - Solar System (lab)

Laboratory in the study of the sun and its solar system, including its origin.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- PHYS 1304 - Solar System

Restrictions:

- College readiness in reading is required.

PHYS 1115 - Physical Science Laboratory I

Course, designed for non-science majors, that surveys topics from physics, chemistry, geology, astronomy, and meteorology.

Grade Basis: L
Credit hours: 1.0
Lab hours: 2.0

Prerequisites:

- PHYS 1315 - Physical Science I

Restrictions:

- College readiness in reading is required.

PHYS 1301 - College Physics I

Fundamental principles of physics, using algebra and trigonometry; the principles and applications of classical mechanics and thermodynamics, including harmonic motion, physical systems, Newton's€™s Laws of Motion, and gravitation; with emphasis on problem-solving, constant acceleration.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading and math required.

PHYS 1302 - College Physics II

Fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, optics, and modern physics topics; with emphasis on problem solving.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Successful completion with a grade of C or better in PHYS 1401 is required

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PHYS 1303 - Stars and Galaxies

Study of stars, galaxies, and the universe outside our solar system.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading and math required.

PHYS 1304 - Solar System

Study of the sun and its solar system, including its origin

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading and math required.

PHYS 1315 - Physical Science I

Course designed for non-science majors that surveys topics from physics, chemistry, geology, astronomy, and meteorology.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- College readiness in reading and math required.

PHYS 2125 - University Physics Laboratory I

Basic laboratory experiments supporting theoretical principles presented in PHYS 2325 involving the principles and applications of classical mechanics, including harmonic motion and physical systems; experimental design, data collection and analysis, and preparation of laboratory reports.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- MATH 2413 - Calculus I
- PHYS 2325 - University Physics I

Restrictions:

- College readiness in reading, and math required.

PHYS 2126 - University Physics Laboratory II

Laboratory experiments supporting theoretical principles presented in PHYS 2326 involving the principles of electricity and magnetism, including circuits, electromagnetism, waves, sound, light, and optics; experimental design, data collection and analysis, and preparation of laboratory reports.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- PHYS 2326 - University Physics II

Restrictions:

- College readiness in reading, and math required.

PHYS 2325 - University Physics I

Fundamental principles of physics, using calculus, for science, computer science, and engineering majors; the principles and applications of classical mechanics, including harmonic motion, physical systems and thermodynamics; and emphasis on problem solving.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- MATH 2414 - Calculus II

Restrictions:

- College readiness in reading and math required.

PHYS 2326 - University Physics II

Principles of physics for science, computer science, and engineering majors, using calculus, involving the principles of electricity and magnetism, including circuits, electromagnetism, waves, sound, light, and optics.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- PHYS 2325 - University Physics I

Restrictions:

- College readiness in reading and math required.

PSYC 1300 - Learning Frameworks

A study of the (1) research and theory in the psychology of learning, cognition, and motivation, (2) factors that impact learning, and (3) application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Only one of the cross-listed courses can be taken for credit.

PSYC 2301 - General Psychology

General Psychology is a survey of the major psychological topics, theories and approaches to the scientific study of behavior and mental processes.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

PSYC 2306 - Human Sexuality

This course will provide an overview of the broad field of human sexuality. Topics will be covered from various perspectives – biological, sociological, anthropological, etc., but will focus primarily on the psychological perspective. The goal is for each student to learn factual, scientifically-based information that will provoke thought and contribute to his/her own decision-making on sexual issues outside of the classroom. Cross-listed as SOCI 2306.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Only one of the cross-listed courses can be taken for credit.

PSYC 2314 - Lifespan, Growth & Development.

Life-Span Growth and Development is a study of social, emotional, cognitive and physical factors and influences of a developing human from conception to death.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

PSYC 2315 - Psychology of Adjustment

Study of the processes involved in adjustment of individuals to their personal and social environments.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- PSYC 2301 - General Psychology

PSYC 2319 - Social Psychology

Study of individual behavior within the social environment. May include topics such as the socio-psychological process, attitude formation and change, interpersonal relations, and group processes. Cross-listed as SOCI 2326.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- PSYC 2301 - General Psychology

Restrictions:

- Only one of the cross-listed courses can be taken for credit.

PSYC 2320 - Abnormal Psychology

This course provides an introduction to the psychological, biological, and socio-cultural factors involved in the development, diagnosis, and treatment of psychological disorders. It includes a review of the historical understanding

of abnormal behavior and the development of modern diagnostic systems. It includes discussion of psychological research and practice as it relates to mental health and psychological functioning, as well as legal and ethical issues. (PSYC 2320 is included in the Psychology Field of Study.)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- PSYC 2301 - General Psychology

PSYC 2330 - Biological Psychology

An introduction to the biological bases of behavior. Topics include evolution, genetics, research methods in behavioral neuroscience, motivation and emotion, sensation and perception, learning and memory, lifespan development, cognition, psychological disorders, and other complex behaviors. (PSYC 2330 is included in the Psychology Field of Study.)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- PSYC 2301 - General Psychology

SCIT 1305 - Intro to Ag Chemistry

Introduction to chemical components in agricultural applications. Topics include metric system, nomenclature, solutions, and pH in relation to the areas of soils and agricultural applications. Additional topics include chemical composition of grapes and wine, importance of pH in winemaking, titratable acidity, buffer capacity and equilibriums in wine, and fermentation end products.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 2.0

Prerequisites:

- CHEM 1311 - General Chemistry I

SOCI 1301 - Introduction to Sociology

The scientific study of human society, including ways in which groups, social institutions, and individuals affect each other. Causes of social stability and social change are explored through the application of various theoretical perspectives, key concepts, and related research methods of sociology. Analysis of social issues in their institutional context may include topics such as social stratification, gender, race/ethnicity, and deviance.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

SOCI 1306 - Social Problems

Application of sociological principles to the major problems of contemporary society such as inequality, crime and violence, substance abuse, deviance, or family problems.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

SOCI 2301 - Marriage & the Family

Sociological and theoretical analysis of the structures and functions of the family, the varied cultural patterns of the American family, and the relationships that exist among the individuals within the family, as well as the relationships that exist between the family and other institutions in society.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- SOCI 1301 - Introduction to Sociology

Restrictions:

- SOCI 1301 or consent of instructor

SOCI 2306 - Human Sexuality

This course will provide an overview of the broad field of human sexuality. Topics will be covered from various perspectives – biological, sociological, anthropological, etc., but will focus primarily on the psychological perspective. The goal is for each student to learn factual, scientifically based information that will provoke thought and contribute to his/her own decision-making on sexual issues outside of the classroom.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- SOCI 1301 - Introduction to Sociology

Restrictions:

- SOCI 1301 or consent of instructor
- Cross-listed as PSYC 2306. Only one of the cross-listed courses can be taken for credit

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SOCI 2319 - Minority Studies I

This course studies minority-majority group relations, addressing their historical, cultural, social, economic, and institutional development in the United States. Both sociological and social psychological levels of analysis will be employed to discuss issues including experiences of minority groups within the context of their cultural heritage and tradition, as well as that of the dominant culture. Core concepts to be examined include (but are not limited to) social inequality, dominance/subordination, prejudice, and discrimination. Particular minority groups discussed may include those based on poverty, race/ethnicity, gender, sexual orientation, age, disability, or religion.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- SOCI 1301 - Introduction to Sociology

Restrictions:

- SOCI 1301 or consent of instructor

SOCI 2326 - Social Psychology

Study of individual behavior within the social environment. May include topics such as the socio-psychological process, attitude formation and change, interpersonal relations, and group processes.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- SOCI 1301 - Introduction to Sociology

Restrictions:

- SOCI 1301 or consent of instructor
- Cross-listed as PSYC 2319. Only one of the cross-listed courses can be taken for credit

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SOCI 2336 - Criminology

The course surveys various theories of crime, with an emphasis on understanding the social causes of criminal behavior. The techniques for measuring crime as a social phenomenon and the characteristics of criminals are examined. This course addresses crime types (such as consensual or white-collar crimes), the criminal justice system, and other social responses to crime.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

SOCI 2340 - Drug Use and Abuse

Study of the use and abuse of drugs in today's society. Emphasizes the physiological, sociological, and psychological factors.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

SOCI 2389 - Academic Cooperative Sel Fields

An instructional program designed to integrate on-campus study with practical hands-on experience in sociology. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of human social behavior and/or social institutions.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

SPAN 1300 - Beginning Spanish Conversation I

Basic practice in comprehension and production of the spoken language.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

SPAN 1411 - Beginning Spanish I

Basic Spanish language skills in listening, speaking, reading and writing within a cultural framework. Students will acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the beginner level.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 2.0

SPAN 1412 - Beginning Spanish II

Continued development of basic Spanish language skills in listening, speaking reading, and writing within a cultural framework. Students acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the high beginner to low intermediate level.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 2.0

Prerequisites:

- SPAN 1411 - Beginning Spanish I

SPAN 2311 - Intermediate Spanish I

The consolidation of skills acquired at the introductory level. Further development of proficiency in listening, speaking, reading and writing. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- SPAN 1412 - Beginning Spanish II

SPAN 2312 - Intermediate Spanish II

The consolidation of skills acquired at the Introductory level. Further development of proficiency in listening, speaking, reading and writing. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- SPAN 2311 - Intermediate Spanish I

SPAN 2389 - Academic Cooperative

An instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of Spanish language and literature.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- SPAN 1412 - Beginning Spanish II

SPCH 1311 - Introduction to Speech Communication

Introduces basic human communication principles and theories embedded in a variety of contexts including interpersonal, small group, and public speaking. (R W)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

SPCH 1315 - Public Speaking

Application of communication theory and practice to the public speaking context, with emphasis on audience analysis, speaker delivery, ethics of communication, cultural diversity, and speech organizational techniques to develop students' speaking abilities, as well as ability to effectively evaluate oral presentations. (R W)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

SPCH 1318 - Interpersonal Communication

Application of communication theory to interpersonal relationship development, maintenance, and termination in relationship contexts including friendships, romantic partners, families, and relationships with co-workers and supervisors.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

SPCH 1321 - Business & Professional Communication

Study and application of communication within the business and professional context. Special emphasis will be given to communication competencies in presentations, dyads, teams and technologically mediated formats. (R W)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

SPCH 2335 - Argumentation and Debate

Theories and practice in argumentation and debate including analysis, reasoning, organization, 235 evidence, and refutation.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Health Science Related Courses

HPRS 1209 - Interpretation of Laboratory Results

An overview of roles of various members of the health care system, educational requirements, and issues affecting the delivery of healthcare. (Internet Class Only)

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0

Restrictions:

- (Internet Class Only)

HPRS 1303 - End of Life Issues

Grief, loss, and end of life issues. Includes instruction in preparing caregivers to function in settings where communication skills are used to give psychosocial support to persons and their families at the end of life.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- (Internet Class Only)

HPRS 2300 - Pharmacology for Health Professions

This 3 credit hour course is an intermediate level course for students preparing for a career in healthcare and healthcare professionals involved in the administration of medications or the care of clients receiving medications. Areas of study include drug classifications, actions, therapeutic uses, adverse effects, methods of administration, client education, and calculation of dosages.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- (Internet Class Only)

HPRS 2301 - Pathophysiology

Study of the pathology and general health management of diseases and injuries across the lifespan. Topics include etiology, symptoms, and the physical and psychological reactions to diseases and injuries.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- (Internet Class Only)

HPRS 2302 - Medical Terminology

A study of medical terminology, word origin, structure, and application with an emphasis on building a professional vocabulary required for employment within the allied health care field.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- (Internet Class Only)

HPRS 2321 - Medical Law and Ethics for Health Professionals

Principles, procedures, and regulations governing the legal and ethical relationships among physicians, patients, and health care professionals. Includes current ethical issues related to the various healthcare professions and patient confidentiality.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- (Internet Class Only)

PLAB 1223 - Phlebotomy

Skill development in the performance of a variety of blood collection methods using proper techniques and universal precautions. Includes vacuum collection devices, syringes, capillary skin puncture, butterfly needles and blood culture, and specimen collection on adults, children, and infants. Emphasis on infection prevention, proper patient identification, labeling of specimens and quality assurance, specimen handling, processing, accessioning, professionalism, ethics, and medical terminology. Students who are certified phlebotomists or have recent documented experience as a phlebotomist may request credit for this course. Each request will be considered individually and must be approved by the MLT Program Director.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 1.0
Lab hours: 4.0

Restrictions:

- Concurrent enrollment in MLAB 1260 required
- A grade of “C” or better is required for graduation.

PLAB 1260 - Clinical I

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Includes skill development in the performance of a variety of blood collection methods using proper techniques and universal precautions. On-site clinical instruction, supervision, and evaluation of phlebotomy skills learned in PLAB 1223. Students who are certified phlebotomists or have recent documented experience as a phlebotomist may request credit for this course. Each request will be considered individually and must be approved by the MLT Program Director.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0
Lab hours: 6.0

Restrictions:

- Concurrent or previous enrollment in PLAB 1223 required.
- A grade of “C” or better is required for graduation.

Heating, Air Conditioning & Refrigeration Technology

Overview

Grayson College's Heating, Air Conditioning and Refrigeration Technology program offers three levels of training and skills. Many students start with the Technician Apprentice Certificate, then build on those skills with the Technician Certificate. The highest level is the Associate of Applied Science degree. Grayson College's courses teach the skills recommended by area employers who work in the industry. The program is offered on the Main Campus in the Career as well as the South Campus, which is equipped with the latest technology.

Programs of study include:

- Technician Apprentice Certificate (16 hours)
- Technician Certificate (32 hours)
- Associate of Applied Science Degree (60 hours)

Course Requirements

Grayson College requires a high school diploma or equivalent. The Associate of Applied Science Degree requires successful completion of the TSI requirements. Interested students are strongly encouraged to get advised by a success coach or faculty advisor and follow a degree plan, as some courses are not available every semester.

Capstone Experience

To earn a certificate in this program, all students must successfully complete a comprehensive exit exam prior to graduation.

Local Employers

Advanced Cooling, Four Star Heating & Air Conditioning, Reynolds Electric & Air Conditioning, and Champion Cooler

AAS Degree Requirements

Associate of Applied Science Degree

Subject	Semester Hours
HART 1407 (Refrigeration Principles)	4
HART 1401 (Basic Electricity for HVAC)	4
ENGL 1301 (Composition I)	3
DFTG 1325 (Blueprint Reading)	3
*MATH 1314, 1332, or 1342	3
HART 1445 (Gas and Electric Heating)	4
HART 2442 (Commercial Refrigeration)	4
*Social/Behavioral Science	3
*SPCH 1311, 1315, or 1321	3
HART 2436 (Air Conditioning Troubleshooting)	4
*Lang, Phil, Culture/Creative Arts	3
*Math/Life & Physical Science Core	4
HART 2449 (Heat Pumps)	4
HART 2445 (Air Conditioning Systems Design)	4
DFTG 1317 (Architectural Drafting-Residential)	3
BUSG 2309 (Small Business Management)	3
HART 1441 (Residential Air Conditioning)	4
	60

HART 1445, HART 2442, HART 2436, HART 2445 and HART 1441 are taught on a rotating basis. Two classes every 3rd semester.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Capstone Experience. All students must complete the capstone requirement: successful completion of a comprehensive exit exam prior to graduation.

Certificate Degree Requirements

Technician Apprentice

Subject	Semester Hours
HART 1407 (Refrigeration Principles)	4
HART 1401 (Basic Electricity for HVAC)	4
HART*	4
HART*	4
DFTG 1325 (Blueprint Reading)	3
Capstone Experience	

*Any two of the six (6) remaining HART courses. HART 1445, HART 2442, HART 2449, HART 2436, HART 2445 and HART 1441 are taught on a rotating basis. Two classes every 3rd semester.

Capstone Experience. All students must complete the capstone requirement: successful completion of a comprehensive exit exam prior to graduation.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Technician

Subject	Semester Hours
HART 1407 (Refrigeration Principles)	4
HART 1401 (Basic Electricity for HVAC)	4
HART*	4
HART*	4
DFTG 1325 (Blueprint Reading)	3
HART*	4
HART*	4
HART*	4
HART*	4
Capstone Experience	

*All six (6) of the remaining HART courses.

Capstone Experience. All students must complete the capstone requirement: successful completion of a comprehensive exit exam prior to graduation.

HART 1401 - Basic Electricity for HVAC

Principles of electricity as required by HVAC technicians including proper use of test equipment, A/C and D/C circuits, and component theory and operation. Advanced electrical instruction and skill building in installation and servicing of air conditioning and refrigeration equipment including detailed instruction in motors and power distribution, motors, motor controls and application of solid state devices. The student will exhibit knowledge of basic principles of electricity, electrical current, circuitry, and A/C devices; apply Ohm's law to electrical calculations; perform electrical continuity, voltage and current tests with appropriate meters and demonstrate electrical safety.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 4.0

HART 1407 - Refrigeration Principles

An introduction to the refrigeration cycle, basic thermodynamics, heat transfer, temperature/pressure relationship, safety, refrigeration containment, and refrigeration components. The student will identify the components and explain the application and operation of the basic refrigeration cycle; explain theories of thermodynamics and heat transfer; demonstrate proper application and use of tools, test equipment, and safety procedures; and demonstrate accepted refrigeration applications.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 4.0

HART 1441 - Residential Air Conditioning

A study of components, applications, and installation of mechanical air conditioning systems including operating conditions, troubleshooting, repair, and charging of air conditioning systems. Demonstrate systems applications; implement and demonstrate industry accepted refrigerant charging procedures; demonstrate air conditioning system installation procedures; and demonstrate component and part diagnostics and replacement.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 2.0

Prerequisites:

- HART 1401 - Basic Electricity for HVAC
- HART 1407 - Refrigeration Principles

HART 1445 - Gas and Electric Heating

A study of the procedures and principles used in servicing heating systems including gas fired and electric furnaces. The student will identify different types of gas furnaces; identify and discuss component operation of gas furnaces; service and troubleshoot gas furnaces; perform safety inspections on gas and electric furnaces; identify unsafe operation of gas furnaces; identify and discuss component operation of electric furnaces; and service and troubleshoot electric furnaces.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 2.0

Prerequisites:

- HART 1401 - Basic Electricity for HVAC
- HART 1407 - Refrigeration Principles

HART 2436 - Air Conditioning Troubleshooting

An advanced course in application of troubleshooting principles and use of test instruments to diagnose air conditioning and refrigeration components and system problems including conducting performance tests.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 2.0

Prerequisites:

- HART 1401 - Basic Electricity for HVAC
- HART 1407 - Refrigeration Principles

HART 2442 - Commercial Refrigeration

Theory of and practical application in the maintenance of commercial refrigeration; high, medium, and low temperature applications and ice machines. The student will explain and apply high, medium, and low temperature systems operation, and explain and apply ice machine and packaged refrigeration system operation.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 2.0

Prerequisites:

- HART 1401 - Basic Electricity for HVAC
- HART 1407 - Refrigeration Principles

HART 2445 - Air Conditioning Systems Design

A study of the properties of air and results of cooling, heating, humidifying or dehumidifying; heat gain and heat loss calculations including equipment selection and balancing the air system. The student will calculate heat loss and heat gain; design a complete duct system; size heating and cooling equipment of the structure; perform a load calculation using Manual J.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 4.0
Lab hours: 1.0

Prerequisites:

- HART 1401 - Basic Electricity for HVAC
- HART 1407 - Refrigeration Principles

HART 2449 - Heat Pumps

A study of heat pumps, heat pump control circuits, defrost controls, auxiliary heat, air flow, and other topics related to heat pump systems. The student will be able to explain a reverse cycle system; list the mechanical and electrical components for the heat pump operation; and explain the operation of heat pump modes including cooling, heating, defrost, emergency heat, and auxiliary heat mode. Identify and explain different methods of accomplishing defrost; charge a system correctly in the heating and cooling mode; troubleshoot electrical and mechanical components; perform tests for adequate air flow; and determine balance point and co-efficiencies of performance (C.O.P.); and define attributes of geothermal heat pump systems.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 2.0

Prerequisites:

- HART 1401 - Basic Electricity for HVAC
- HART 1407 - Refrigeration Principles

Hospitality/Culinary Arts

Overview

The **Hospitality Management** curriculum at Grayson College is designed to give graduates the skills and knowledge needed for a variety of entry positions and careers in the vast hospitality industry. These careers can include several fields such as hotels, restaurants, resorts, casinos, cruise ships, nursing homes, and assisted living complexes; and positions can range from a supervisor, line manager, manager, sales personnel, human resources, and other related positions.

The **Culinary Arts** curriculum at Grayson College is designed to give graduates the skills and knowledge needed for a variety of positions and careers in commercial kitchens. These careers can include several different avenues from fine dining to casual restaurants, casinos, cruise ships, dietary cooking, and much more. Positions can range from a knowledgeable and skilled line cook, sous chef, kitchen manager, or Executive Chef.

Culinary Arts Mission Statement

The mission of Grayson College's Culinary Arts program is to provide an environment for students to acquire the skills, knowledge, creativity and ethical values to increases their success in the rapidly changing, culturally diverse culinary and restaurant professions. The program also strives to provide practical experience in the industry by being involved in community service and the industry to promote confidence and personal enrichment.

In addition to Associate of Arts Degrees, the college offers the following certificates:

- Culinary Arts
- Basic Culinary Skills Certificate
- Hospitality Management
- Catering and Event Planning Certificate

Graduates will develop many skills, both technical and higher thinking, that will help in their supervisory and business management of the selected field that will increase their value to an organization and set them apart from other job applicants. The major skill sets learned will be in food preparation, nutritional value of foods, meal and portion control for profit, food and beverage purchasing and sales, legal knowledge in operations and human resources, computer skills, team player and brigade concepts, and excellent communication.

Many of these full-length courses may be taken for non-credit through the GC Continuing Education division. A number of fun, short courses (including some classes for youth) are also offered through Continuing Education.

Course Requirements

Grayson College admission requires a High School Diploma or equivalent. The Associate of Applied Science Degree requires that TSI requirements are met.

Capstone Experience

To earn a certificate in this program, all students must successfully complete a capstone course prior to graduation. Graduation with a Hospitality Certificate or Associates of Applied Science Degree also requires successful completion of HAMG 2167.

Local Employers

Choctaw Casino,Winstar Casino,Delaware North, Hilton Garden Inn, Local Restaurants and Hotels

AAS Degree - Hospitality

Associate of Applied Science Degree - Hospitality Management

Subject	Semester Hours
CHEF 1205* (Sanitation and Safety)	3
HAMG 1340 (Hospitality Legal Issues)	3
HAMG 1221 (Introduction to Hospitality Industry)	3
ENGL 1301 (Composition I)	3
*MATH 1332 or 1314	3

*Social/Behavioral Science Core	3
CHEF 1301 (Basic Food Preparation)	3
HAMG 1319 (Computers in Hospitality)	3
HAMG 1324 (Hospitality Human Resources Management)	3
HAMG 1213 (Front Office Procedures)	3
*HAMG, PSTR, CHEF or FDST Elective	
*SPCH 1311 or 1321	3
CHEF 2231 (Advanced Food Preparation)	3
HAMG 2301 (Principles of Food and Beverage Operations)	3
HAMG 2307 (Hospitality Marketing and Sales)	3
*Lang, Phil, Culture/Creative ARTS CORE	3
HAMG 2305 (Hospitality Management and Leadership)	3
HAMG 2332 (Hospitality Financial Management)	3
HAMG 2337 (Hospitality Facilities Management)	3
RSTO 1304 (Dining Room Service)	3
HAMG 2167 (Practicum or Field Experience)	3
CHEF 1314 (A La Carte Cooking)	
	15

Completion of CHEF 1205 with a grade of "B" or higher and a valid Servsafe certification is a prerequisite for CHEF 1301, 2331, 1314 and RSTO 1304.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Capstone Requirement: All students must pass the required Departmental comprehensive written and practical exam with a grade of "C" or better, prior to graduation, in order to satisfy the capstone experience.

AAS Degree - Culinary

Associate of Applied Science Degree - Culinary Arts

Subject	Semester Hours
CHEF 1205* (Sanitation and Safety)	2
CHEF 1301 (Basic Food Preparation)	3
HAMG 1221 (Introduction to Hospitality Industry)	2
ENGL 1301 (Composition I)	3
*MATH 1332 or 1314	3
*SPCH 1311 or 1321	3
*Lang, Phil, Culture/Creative Arts Core	3
PSTR 1301 (Fundamentals of Baking)	3
HAMG 1319 (Computers in Hospitality)	3
CHEF 2231 (Advanced Food Preparation)	2
CHEF 1345 (International Cuisine)	3
HAMG 2301 (Principles of Food and Beverage Operations)	3
HAMG 1340 (Hospitality Legal Issues)	3
PSTR 2331 (Advanced Pastry Shop)	3
HAMG 1324 (Hospitality Human Resources Management)	3
CHEF 1310 (Garde Manger)	3
RSTO 1304 (Dining Room Service)	3
CHEF 1302 (Principles of Healthy Cuisine)	3
CHEF 1314 (A La Carte Cooking)	3
*Social/Behavioral Science Core	3

CHEF 1164 (Practicum or Field Experience)	1
IFWA 1210 (Nutrition and Menu Planning)	2

Completion of CHEF 1205 with a grade of "B" or higher and a valid Servsafe Certification is a prerequisite for all other CHEF, PSTR & RSTO courses.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Capstone Requirement: All students must pass the required Departmental comprehensive written and practical exam with a grade of "C" or better, prior to graduation, in order to satisfy the capstone experience.

Certificate Degree Requirements

Hospitality Management Certificate

Subject	Semester Hours
HAMG 2301 (Principles of Food and Beverage Operations)	3
CHEF 1205* (Sanitation and Safety)	2
HAMG 1221 (Introduction to Hospitality Industry)	2
HAMG 1340 (Hospitality Legal Issues)	3
RSTO 1304 (Dining Room Service)	3
HAMG 2307 (Hospitality Marketing and Sales)	3
HAMG 2332 (Hospitality Financial Management)	3
CHEF 1301 (Basic Food Preparation)	3
HAMG 1319 (Computers in Hospitality)	3
HAMG 1324 (Hospitality Human Resources Management)	3
HAMG 2337 (Hospitality Facilities Management)	3
HAMG 1213 (Front Office Procedures)	2
HAMG 2167 (Practicum or Field Experience)	1
HAMG 2305 (Hospitality Management and Leadership)	3

Culinary Arts Certificate

Subject	Semester Hours
CHEF 1301 (Basic Food Preparation)	3
CHEF 1205* (Sanitation and Safety)	2
HAMG 1221 (Introduction to Hospitality Industry)	2
HAMG 1340 (Hospitality Legal Issues)	3
PSTR 1301 (Fundamentals of Baking)	3
CHEF 1345 (International Cuisine)	3
CHEF 2231 (Advanced Food Preparation)	2
CHEF 1302	3
HAMG 1319 (Computers in Hospitality)	3
*IFWA 1210 or BIOL 1322	2
CHEF 1314 (A La Carte Cooking)	3
RSTO 1304 (Dining Room Service)	3
PSTR 2331 (Advanced Pastry Shop)	3
CHEF 1310 (Garde Manger)	3
CHEF 1164 (Practicum or Field Experience)	1

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Basic Culinary Skills Certificate

Subject	Semester Hours
CHEF 1301 (Basic Food Preparation)	3

CHEF 1205* (Sanitation and Safety)	2
HAMG 1221 (Introduction to Hospitality Industry)	2
PSTR 1301 (Fundamentals of Baking)	3
*EDU 1300/PSYC 1300	3
CHEF 1345 (International Cuisine)	3
CHEF 1310 (Garde Manger)	3
CHEF 2231 (Advanced Food Preparation)	2
RSTO 1304 (Dining Room Service)	3
POFT 1120 (Job Search Skills)	1

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Catering and Event Planning Certificate

Subject	Semester Hours
TRVM 2333 (Applied Convention)	3
CHEF 1205* (Sanitation and Safety)	2
TRVM 1327 (Special Events Design)	3
CHEF 1301 (Basic Food Preparation)	3
HAMG 1340 (Hospitality Legal Issues)	3
RSTO 2307 (Catering)	3
CHEF 2231 (Advanced Food Preparation)	2
CHEF 1310 (Garde Manger)	3
FDST 2433 (Wine Types and Sensory Eval)	4
POFT 1120 (Job Search Skills)	1

Completion of CHEF 1205 with a grade of "B" or higher and a valid Servsafe certification is a prerequisite for CHEF 1301.

Capstone Requirement: All students must pass the required departmental comprehensive written and practical exam with a grade of "C" or better prior to graduation in order to satisfy the capstone experience.

CHEF 1164 - Practicum (or Field Experience)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Grade Basis: L
Credit hours: 1.0
Lab hours: 10.0

CHEF 1205 - Sanitation and Safety

Study of personal cleanliness; sanitary practices in food preparation; causes, investigation, control of illness caused by food contamination (Hazard Analysis Critical Control Points); and work place safety standards.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0
Lab hours: 1.0

CHEF 1301 - Basic Food Preparation

A study of the fundamental principles of food preparation and cookery to include Brigade System, cooking techniques, material handling, heat transfer, sanitation, safety, nutrition, and professionalism. Professional chef uniform and kitchen tools required. Lab included. 3 credit hours.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

CHEF 1302 - Principles of Healthy Cuisine

Introduction to the principles of planning, preparation, and presentation of nutritionally balanced meals. Alternative methods and ingredients will be used to achieve a healthier cooking style.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

CHEF 1310 - Garde Manager

A study of specialty foods and garnishes. Emphasis on design, techniques, and display of fine foods. Lab included.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

Prerequisites:

- CHEF 1205 - Sanitation and Safety
- CHEF 1301 - Basic Food Preparation

CHEF 1314 - A La Carte Cooking

A course in a la carte or "cooking to order" concepts. Topics include menu and recipe interpretation and conversion, organization of work station, employment of appropriate cooking methods, plating, and saucing principles. Lab included.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

Prerequisites:

- CHEF 1205 - Sanitation and Safety
- CHEF 1301 - Basic Food Preparation

CHEF 1345 - International Cuisine

The study of classical cooking skills associated with the preparation and service of international and ethnic cuisine. Topics include similarities between food production systems used in the United States and other regions of the world. Professional chef uniform and kitchen tools required. Lab included.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

Prerequisites:

- CHEF 1205 - Sanitation and Safety
- CHEF 1301 - Basic Food Preparation

CHEF 2231 - Advanced Food Preparation

Advanced concepts of food preparation and presentation techniques.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 1.0
Lab hours: 4.0

HAMG 1213 - Front Office Procedures

Functions of front office operations as they relate to customer service. Includes a study of front office interactions with other departments in the lodging operation. 3 credit hours.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 3.0
Lab hours: 1.0

HAMG 1221 - Introduction to Hospitality Industry

Introduction to the elements of the hospitality industry. 3 credit hours.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0
Lab hours: 1.0

HAMG 1319 - Computers in Hospitality

An introduction to computers and their relationship as an information system to the hospitality industry. The course includes an overview of industry-specific software. 3 credit hours.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

HAMG 1324 - Hospitality Human Resources Management

Principles and procedures of human resource management in the hospitality industry. 3 credit hours.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HAMG 1340 - Hospitality Legal Issues

A course in legal and regulatory requirements that impact the hospitality industry. Topics include: Occupational Safety and Health Administration (OSHA), labor regulations, tax laws, tip reporting, franchise regulations, and product liability laws. 3 credit hours.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HAMG 2167 - Practicum (or Field Experience) - Hospitality Administration/Management, General

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 12.0

HAMG 2301 - Principles of Food and Beverage Operations

An introduction to food and beverage management in various hospitality environments. Emphasizes cost controls from procurement to marketing and sales. Examines forecasting, menu planning and pricing, logistical support, production, purchasing, and quality assurance. 3 credit hours.

Grade Basis: L
Credit hours: 3.0

Lecture hours: 3.0

HAMG 2305 - Hospitality Management and Leadership

An overview of management and leadership in the hospitality industry with an emphasis on management philosophy, policy formation, communications, motivation, and team building. 3 credit hours.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HAMG 2307 - Hospitality Marketing and Sales

Identification of the core principles of marketing and sales and their impact on the hospitality industry. 3 credit hours.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HAMG 2332 - Hospitality Financial Management

Methods and applications of financial management within the hospitality industry. Primary emphasis on sales accountability, internal controls, and report analysis. 3 credit hours.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HAMG 2337 - Hospitality Facilities Management

Identification of building systems, facilities and sustainability management, and security and safety procedures. 3 credit hours.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

IFWA 1210 - Nutrition and Menu Planning

Application of principles of nutrition in planning menus for the food service industry.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0
Lab hours: 1.0

POFT 1120 - Job Search Skills

Skills to seek and obtain employment in business and industry.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 1.0

PSTR 1301 - Fundamentals of Baking

Fundamentals of baking including dough, quick breads, pies, cakes, cookies, tarts, and doughnuts. Instruction in flours, fillings, and ingredients. Topics include baking terminology, tool and equipment use, formula conversions, functions of ingredients, and the evaluation of baked products. Professional chef uniform and kitchen tools required. Lab required.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0

Lab hours: 3.0

Prerequisites:

- CHEF 1205 - Sanitation and Safety
- PSTR 1301 - Fundamentals of Baking

PSTR 2331 - Advanced Pastry Shop

A study of classical desserts, French and international pastries, hot and cold desserts, ice creams and ices, chocolate work, and decorations. Emphasis on advanced techniques.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

RSTO 1304 - Dining Room Service

Introduces the principles, concepts, and systems of professional table service. Topics include dining room organization, scheduling, and management of food service personnel.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

Prerequisites:

- CHEF 1205 - Sanitation and Safety

RSTO 2307 - Catering

Principles, techniques, and applications for both on-premises, off-premises, and group marketing of catering operations including food preparation, holding, and transporting techniques.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 5.0

TRVM 1327 - Special Events Design

The development of a special event from the conceptual stage through completion. Emphasis on industry terminology, factors to consider when planning a special event, and contingency plans.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

TRVM 2333 - Applied Convention/Meetings Management

Practical application of meetings and exposition skills through a case study or participation in a conference/meeting. Includes integration of meeting planning tools that compare and discriminate between key areas of program development and convention objectives.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Kinesiology/Exercise Science

Overview

The Kinesiology AS degree at Grayson College is designed for transfer to four-year institutions and can lead to a bachelor's degree in sports management, physical education, physical therapy assistant, and other various degrees related to health and fitness.

Students are advised to counsel with the university/college of their choice to determine if all courses recommended by Grayson College are applicable to that institution’s Kinesiology degree program.

AS Degree Requirements

Kinesiology/Exercise Science

Subject	Semester Hours
Component Area Option	3
ENGL 1301	3
American History Core	3
Mathematics Core	3
Kinesiology Elective	3
Communication Core	3
Life & Physical Science Core	3
Life & Physical Science Lab (CAO)	1
Creative Arts Core	3
Government/Political Science Core	3
Kinesiology Elective	3
Language, Philosophy, Cultural Core	3
Life & Physical Science Core	3
Life & Physical Science Lab (CAO)	1
Kinesiology Elective	3
Kinesiology Elective	3
Kinesiology Elective	1
Social & Behavioral Science Core	3
Government/Political Science Core	3
Kinesiology Elective	3
American History Core	3
Kinesiology Elective	3
	60

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Core

Students earning an Associate of Arts, Associate of Science, or Associate of Arts in Teaching Degree at Grayson College must complete 42 hours of a state mandated Core Curriculum in addition to major courses and electives in their particular area of interest. Following are the Core Curriculum Component areas. Click here for allowable courses within each component area.

Component Areas	Required Hours
010 Communication	6
020 Mathematics	3
030 Life and Physical Sciences	6
040 Language, Philosophy, and Culture	3
050 Creative Arts	3
060 American History	6
070 Government/Political Science	6

080 Social and Behavioral Sciences	3
090 Component Area Option	6
Total	**42**

PHED 1112 - Weight Training and Conditioning

Introduction to basic conditioning exercises with primary instruction on proper stretching, weight lifting techniques, and aerobic conditioning methods.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 1116 - Jogging, Walking, and Conditioning

Designed to improve one's fitness level including strength, muscular endurance, running techniques, etc.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 1142 - Varsity Sports I

Presentation of current scientific and technical information related to a particular activity with emphasis on developing health and skill related fitness, as well as fundamental skills.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 1.0
Lab hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 1144 - Varsity Conditioning I

This course offers development of skills and personal potential for student athletes interested in improving their performance or preparing for further competition at the upper collegiate level.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 1164 - Introduction to Physical Fitness & Wellness

This course will provide an overview of the lifestyle necessary for fitness and health. Students will participate in physical activities and assess their fitness status. Students will be introduced to proper nutrition, weight management, cardiovascular health, flexibility, and strength training.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 1301 - Foundations of Kinesiology

The purpose of this course is to provide students with an introduction to human movement that includes the historical development of physical education, exercise science, and sport. This course offers the student both an introduction to the knowledge base, as well as information on expanding career opportunities.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

PHED 1304 - Personal & Community Health I

This course provides an introduction to the fundamentals, concepts, strategies, applications, and contemporary trends related to understanding personal and/or community health issues. This course also focuses on empowering various populations with the ability to practice healthy living, promote healthy lifestyles, and enhance individual well-being.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

PHED 1306 - First Aid

Instruction and practice for emergency care. Designed to enable students to recognize and avoid hazards within their environment, to render intelligent assistance in case of accident or sudden illness, and to develop skills necessary for the immediate and temporary care of the victim. Successful completion of the course may enable the student to receive a certificate from a nationally recognized agency.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Theory Course

PHED 1308 - Sports Officiating I

The purpose of the course is to study officiating requirements for sports and games with an emphasis on mechanics, rule interpretation, and enforcement.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

PHED 1321 - Coaching/Sports/Athletics

Study of the history, theories, philosophies, rules, and terminology of competitive sports. Includes coaching techniques.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

PHED 1338 - Concepts of Physical Fitness

This course is designed to familiarize students with knowledge, understanding and values of health related fitness and its influence on the quality of life emphasizing the development and implementation of fitness programs.

Grade Basis: L
Credit hours: 3.0

Lecture hours: 3.0

PHED 1346 - Drug Use & Abuse

Study of the use, misuse and abuse of drugs and other harmful substances in today's society. Physiological, sociological, pharmacological and psychological factors will be emphasized.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

PHED 2112 - Weight Training and Conditioning

Designed to further enhance individual conditioning, stretching, weight lifting techniques, and aerobic conditioning.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 1.0
Lab hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 2116 - Jogging, Walking, and Conditioning II

Designed to further enhance one’s fitness level including strength, muscular endurance, running techniques, etc.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 2142 - Varsity Sports II

Presentation of current scientific and technical information related to a particular activity with emphasis on developing health and skill related fitness, as well as fundamental skills.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 2144 - Varsity Conditioning II

This course offers development of skills and personal potential for student athletes interested in improving their performance or preparing for further competition at the upper collegiate level.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- One-hour physical education activity courses are not designed for transfer.

PHED 2356 - Care and Prevention of Athletic Injuries

Prevention and care of athletic injuries with emphasis on qualities of a good athletic trainer, avoiding accidents and injuries, recognizing signs and symptoms of specific sports injuries and conditions, immediate and long-term care of injuries, and administration procedures in athletic training.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Learning Skills

LSKL 0032 - Non-Course Based Remediation

Non-course based remediation designed for the developmental students seeking support for course work and/or assistance with test preparation. Intervention strategies include peer tutoring, multi-media instruction, and seminars. As in learning skills courses and labs, this non-course based remediation cannot substitute for the required course/ lab in the specific skill area, i.e. reading, writing and math. To be arranged in time and format under the direction of LAC staff.

Grade Basis: L

LSKL 0115 - Learning Skills Laboratory I

Learning program designed for self-improvement in study skills and classroom learning strategies. Topics include note-taking, time-management, goal-setting, and test-taking. Teaching methods include workshops, discussion, multimedia instruction, and computerized learning styles analysis.

Grade Basis: L
Credit hours: 1.0
Lab hours: 1.0

LSKL 0215 - Learning Skills Laboratory II

Individualized learning program for self-improvement in study skills and classroom learning. Topics include note-taking, preparing for exams, goal-setting, and research paper skills.

Grade Basis: L
Credit hours: 2.0
Lab hours: 2.0

LSKL 0300 - Learning Skills Laboratory II

Emphasis on coping with the demands of a college environment and developing classroom behaviors and study habits that lead to success. Topics covered include setting goals, managing time, handling stress, taking notes, marking textbooks, and passing exams.

Grade Basis: L
Credit hours: 3.0
Lab hours: 3.0

Medical Laboratory Technology

Overview - Medical Laboratory Tech.

The Medical Laboratory Technology program prepares the student, by formal instruction and clinical experience, to perform laboratory procedures that aid physicians, pathologists and other healthcare providers, in the diagnosis and treatment of disease in the hospital, clinic or research laboratory. Upon completion of the program, students receive an Associate of Applied Science Degree and are eligible to take the national certification exams.

Specific Program Requirements

1. Science courses must have been completed within the past five (5) years. Exceptions may be made by the Medical Laboratory Technology (MLT) Program Director.
2. Students must complete all MLAB courses within a three year period in order to graduate.

This program prepares the medical laboratory technician by formal instruction and clinical experience to perform laboratory procedures which aid physicians and pathologists in the diagnosis and treatment of disease in the hospital, clinic, or research laboratory.

Upon completion of this program, students receive an Associate of Applied Science Degrees and may be eligible to take national certification examinations such as that administered by the American Society for Clinical Pathology (ASCP) Board of Certification.

Admission Information

The entry date for the MLT program is generally the fall semester of each year, but arrangements can sometimes be made for a spring entry also. An alternative curriculum sequence may be arranged for students having completed academic requirements other than MLAB courses. For fall entry, applications should be submitted to the MLT Program Director by March 1 for early acceptance or until class is full for late acceptance. For spring entry, applications should be submitted by November 1 for early acceptance and by January 1 for late acceptance. Applications will be taken until the class is filled. Class size is limited by availability of clinical sites.

Transcripts (college) and passing level TSI assessment test scores should be included with the application.

Admission Criteria

1. The Health Science Division application for Medical Laboratory Technology should be submitted to the Program Director.
2. TSI test scores for assessment purposes should be submitted with the application.
3. Overall GPA of 2.0 or higher is required for all college courses completed.
4. Applicants must meet certain essential functions as defined by The National Accrediting Agency for Clinical Laboratory Science (NAACLS). The non-academic criteria (essential functions), which all MLT applicants are expected to meet are listed in the medical lab tech packet.
5. Applicants must make an appointment to meet with the Program Director prior to acceptance. The program director can be contacted at 903-463-8684. All applications will be accepted through the health science department or directly to the program director.

Required Immunizations

All Students must submit a copy of the records of the following immunizations with a validation stamp or signature, a signed statement from a physician, or lab report indicating serologic confirmation.
Please note that some of these immunizations take up to six months to complete.

Immunizations must be started in time to complete the series before the beginning of the semester. If unable to complete the series before the beginning of the first clinical, the applicant is not eligible for admission.

1. TETANUS/DIPHTHERIA/PERTUSSIS (Tdap) (Immunization)
   One dose of Tetanus/diphtheria/pertussis (Tdap) immunization within the last 10 years.
2. MEASLES, MUMPS, RUBELLA (MMR) (Immunizations or Blood Test)
   If born after January 1, 1957, you must have proof of two doses of the MMR vaccine administered on or after the 1st birthday and at least 30 days apart - or - proof of serologic confirmation of measles, mumps and rubella immunity - or - serologic evidence of infection.

3. VARICELLA (Chickenpox) (Immunization or Blood Test)
Serologic confirmation of varicella immunity - or - varicella vaccine - two doses are required 4-8 weeks apart.
4. HEPATITIS B (Immunization or Blood Test)
Series of three hepatitis B vaccines - or - serologic confirmation of immunity to hepatitis B
5. INFLUENZA VACCINE
Annual influenza vaccination with the most up-to-date strains predicted on the basis of viral surveillance data is required.
6. MENINGOCOCCAL VACCINE
All on-campus college students who are under the age of 22 must have the meningococcal vaccination within the previous five years and at least 10 days prior to the first day of class.
* Due to compliance with clinical facility requirements and Texas Department of State Health Services recommendations, Grayson College Health Science programs may not waiver immunization requirements for any reason. If immunizations are not complete, clinical
courses for the program must be delayed. Copies of records from physician's offices, public health department, public schools, other colleges, and the military are acceptable. Students should provide a copy of the records. Please do not turn in the originals.

Selection and Acceptance

There are no prerequisite courses that must be completed prior to acceptance into the MLT program. Applicants are accepted into the program once the Admission Criteria is met until the class is full. The number of students who can be admitted to the MLT Program is limited by the number of available clinical facilities.

When the maximum number is reached, additional applicants will be placed on a waiting list. Applicant will receive a letter stating acceptance to the program.

Additional Program Information

MLAB 2660 and MLAB 2661, the major clinical components of the program, may be offered in both the Fall and Spring Semesters. Students will be assigned to these clinical rotations based on availability of space and GPA of all required MLT courses. Students may be required to commute to a clinical site outside of Grayson County if there are not enough local facilities available.

Employees of the Clinical Affiliates serve as Clinical Coordinators and Clinical Instructors.

Prior to clinical course rotations, students must pass a drug screen test and criminal background check (at the student's expense and completed as scheduled through a GC approved company). Criteria that prevent attendance at clinical sites and/or require withdrawal from the course are stipulated in the related GC Health Science policy.

Students who have been involved in the criminal justice system may not be eligible for licensure following graduation. If you feel this applies to you, please seek guidance from the program director or Health Science Advisor prior to enrollment.

Students who are certified phlebotomists or have recent documented experience as a phlebotomist may request credit for PLAB 1223 and PLAB 1160 or PLAB 1161. Upon completion of adequate phlebotomy skills, such credit may be awarded. Each request will be considered individually and must be approved by the MLT Program Director.

Documentation required by the State of Texas to provide proof of Immunization; proof of immunity, results of a TB test, and the completed medical statement, must be submitted prior to start of class.

Proof of current American Heart Association(AHA) BLS Healthcare Provider CPR training must be provided before attending clinicals.

Contact information regarding program approval and accreditation:

National Accrediting Agency for
Clinical Laboratory Science
5600 N. River Rd. Suite 720
Rosemont, IL 60018
(773) 714-8880
http://www.naacls.org

application information

Packet: Medical Lab Tech Packet

Handbook: MLT 2018-19 Student Handbook

AAS Degree Requirements

Associate of Applied Science Degree

Subject	Semester Hours
MLAB 1291 (Special Topics MLT)	2
MLAB 1201 (Introduction to Clinical Laboratory Science)	2
MLAB 1335 (Immunology/Serology)	3
PLAB 1160 (Phlebotomy Clinical)	1
ENGL 1301 (Composition I)	3
PLAB 1223 (Phlebotomy)	2
MLAB 2331 (Immunohematology)	3
MLAB 1315 (Hematology)	3
MLAB 1127 (Coagulation)	1
MLAB 1311 (Urinalysis and Body Fluids)	3
MLAB 1231 (Parasitology/Mycology)	2
*Humanities/Fine Arts	3
*SPCH 1311, 1315 or 1321	3
BIOL 2404 (Anatomy and Physiology)	4
MLAB 2434 (Clinical Microbiology)	4
MLAB 2401 (Clinical Chemistry)	4
MLAB 2238 (Advanced Topics in MLT)	2
PSYC 2301 (General Psychology)	3
MLAB 2660 (Clinical II)	6
MLAB 2661 (Clinical III)	6
	60

Capstone Requirement: All students must successfully complete MLAB 2660 and MLAB 2661 prior to graduation to fulfill the capstone requirement.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Phlebotomy Certificate

Phlebotomy Certificate for Non-MLTs

Consists of two courses, a lecture and two clinicals. Together they are designed to prepare students to:

- Perform the duties of a phlebotomist in a variety of health care settings
- Take a national certification exam.

Certificate classes meet at the college's Van Alstyne campus from 8 a.m. until 12:50 p.m. for 16 weeks. Clinical experience is an 8-hour per week rotation at one of the area hospitals. Selection of clinical sites may require travel. These are usually 4-hour rotations twice each week or one 8-hour rotation scheduled between 5 a.m. and 8 p.m. Monday through Friday only. Following program completion, the graduate will be eligible to take a national certification exam such as the one administered by the American Society for Clinical Pathology Board of Certification. Upon passing the exam, the graduate will be certified as a Phlebotomy Technician, PBT (ASCP).

Subject	Semester Hours
PLAB 1160 (Clinical I)	1
PLAB 1161 (Clinical II)	1
PLAB 1223 (Phlebotomy)	2
	4

MLAB 1127 - Coagulation.

Includes quality control, quality assurance, safety and laboratory procedures which rely on commonly performed manual and semi-automated method

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- A grade of “C” or better is required for graduation.
- Previous completion of MLAB 1201, 1291, 1335, PLAB 1223 and PLAB 1160 or 1161 with a grade of "C" or better.

MLAB 1201 - Introduction to Clinical Laboratory Science

An introduction to clinical laboratory science, including quality control, laboratory math, safety, laboratory equipment, laboratory settings, accreditation, certification, professionalism, and ethics. Acceptance into MLT-AD Program required. A grade of "C" or better is required to progress.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 2.0
Lab hours: 4.0

Restrictions:

- Acceptable scores in college readiness exam, pre-entrance health exam, documentation of required immunizations, pass drug screen, pass criminal background check, documentation of CPR for Healthcare Providers from American Heart Association. There are 16 hours of required college core academic courses that must be completed prior to graduation. These can be taken prior to entry into the program or concurrently.
- MLAB 1291, 1335, and PLAB 1160 or 1161 and PLAB 1223

MLAB 1231 - Parasitology/Mycology

A study of the taxonomy, morphology, and pathogenesis of human parasites and fungi, including the practical application of laboratory procedures, quality control, quality assurance, and safety

Grade Basis: L
Credit hours: 2.0
Lecture hours: 1.0
Lab hours: 4.0

Restrictions:

- A grade of “C” or better is required for graduation.
- Previous completion of MLAB 1201, 1291, 1335, PLAB 1223 and 1160 or 1161 with a grade of "C" or better.
- MLAB 1311, 1315, 1127, 2331

MLAB 1291 - Special Topics MLT

An introductory study to include fundamental microbiology concepts and skills, basic mathematics, and elementary chemistry as they apply specifically to medical laboratory science.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 4.0
Lab hours: 1.0

Restrictions:

- Acceptable scores in college readiness exam, pre-entrance health exam, documentation of required immunizations, pass drug screen, pass criminal background check, documentation of CPR for Healthcare Providers from American Heart Association. There are 16 hours of required college core academic courses that must be completed prior to graduation. These can be taken prior to entry into the program or concurrently.
- MLAB 1201, 1335, PLAB1160 or 1161 and PLAB 1223

MLAB 1311 - Urinalysis and Body Fluids

An introduction to urinalysis and body fluid analysis includes the anatomy and physiology of the kidney, physical, chemical and microscopic examination of urine, cerebrospinal fluid, and other body fluids as well as quality control, quality assurance and safety

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

Restrictions:

- A grade of “C” or better is required for graduation.
- Previous completion of MLAB 1201, 1291, 1335, PLAB 1223, and PLAB 1160 or 1161 with a grade of "C" or better.
- MLAB 1231, 1315, 1127, 2331

MLAB 1315 - Hematology

The study of blood cells in normal and abnormal conditions. Instruction in the theory and practical application of hematology procedures, including quality control, quality assurance, safety, manual and/or automated methods; red blood cells and white blood cells as well as blood cell maturation sequences, and normal and abnormal morphology and associated disease

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

Restrictions:

- A grade of “C” or better is required for graduation.
- Previous completion of MLAB 1201, 1291, 1335, PLAB 1223, and PLAB 1160 or 1161 with a grade of "C" or better.
- MLAB 1231, 1311, 1127, 2331

MLAB 1335 - Immunology/Serology

An introduction to the theory and application of basic immunology, including the immune response, principles of antigen-antibody reactions, and the principles of serological procedures as well as quality control, quality assurance, and safety.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

Restrictions:

- A grade of “C” or better is required for graduation.
- Acceptable scores in college readiness exam, pre-entrance health exam, documentation of required immunizations, pass drug screen, pass criminal background check, documentation of CPR for Healthcare Providers from American Heart Association. There are 16 hours of required college core academic courses that must be completed prior to graduation. These can be taken prior to entry into the program or concurrently.
- MLAB 1201, 1291, PLAB 1160 or 1161 and PLAB 1223

MLAB 2238 - Advanced Topics in Medical Laboratory Technician

A review course for Medical Laboratory Technology students covering all topics offered in MLT courses. The course examines the integration of all areas of the clinical laboratory and correlates laboratory test data with diagnostic applications and pathophysiology using critical thinking skills.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 1.0
Lab hours: 4.0

Restrictions:

- All MLT courses must be completed or taken concurrently with a grade of “C” or better within program requirements.
- MLAB 2434, 2401

MLAB 2331 - Immunohematology

A study of blood group antigens and antibodies. Presents quality control, basic laboratory technique and safety. Includes the principles, procedures and clinical significance of test results in genetics, blood group systems, pre-transfusion testing, adverse effects of transfusions, donor selection and components, and hemolytic disease of the newborn

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

Restrictions:

- A grade of “C” or better is required for graduation.
- Previous completion of MLAB 1201, 1291, 1335, PLAB 1223 and PLAB 1160 or 1161 with a grade of "C" or better.
- MLAB 1231, 1311, 1315, 1127

MLAB 2401 - Clinical Chemistry

An introduction to the principles and procedures of various tests performed on Clinical Chemistry. Presents the physiological basis for the test, the principle and procedure for the test and the clinical significance of the test results, including quality control and normal values. Also includes basic chemical laboratory technique, chemical laboratory safety, electrolytes and acid-base balance, proteins, carbohydrates, lipids, enzymes, metabolites, endocrine function, and toxicology.

Grade Basis: L
Credit hours: 5.0
Lecture hours: 3.0
Lab hours: 6.0

Restrictions:

- A grade of “C” or better is required for graduation.
- Previous completion of MLAB 1201, 1291, 1335, 1231, 1311, 1315, 1127, 2331, PLAB 1223 and PLAB 1160 or 1161 with a grade of "C" or better.
- MLAB 2434, 2238

MLAB 2434 - Clinical Microbiology

Introduction in the theory, practical application, and pathogenesis of clinical microbiology, including collection, quality control, quality assurance, safety, setup, identification, susceptibility testing, and reporting results.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 4.0
Lab hours: 6.0

Restrictions:

- A grade of “C” or better is required for graduation.
- Previous completion of MLAB 1201, 1291, 1335, 2434, 2401, 2238, 1231, 1311, 1315, 1127, 2331 with a grade of "C" or better.

MLAB 2660 - Clinical II

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision, clinical instruction and evaluation is provided by the clinical professional. Students perform laboratory procedures in assigned departments of the clinical laboratory. Departmental rotations

include hematology, coagulation, advanced hematology, blood bank, serology, chemistry, and microbiology. Phlebotomy experience will be arranged. A weekly clinical conference will be scheduled.

Grade Basis: L
Credit hours: 6.0

Restrictions:

- Concurrent enrollment in MLAB 2661 required.
- This course requires 18 lab hours.
- Previous completion of MLAB 2238 with a grade of "C" or better.

MLAB 2661 - Clinical III

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision, clinical instruction and evaluation is provided by the clinical professional. Students perform laboratory procedures in assigned departments of the clinical laboratory. Departmental rotations include hematology, coagulation, advanced hematology, blood bank, serology, chemistry, and microbiology. Phlebotomy experience will be arranged. A weekly clinical conference will be scheduled.

Grade Basis: L
Credit hours: 6.0

Restrictions:

- All MLT courses must be completed with a grade of “C” or better within program requirements.
- Concurrent enrollment in MLAB 2660 required.

PLAB 1160 - Phlebotomy Clinical

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Grade Basis: L
Credit hours: 1.0
Lab hours: 4.0

Restrictions:

- Acceptable scores in college readiness exam, pre-entrance health exam, documentation of required immunizations, pass drug screen, pass criminal background check, documentation of CPR for Healthcare Providers from American Heart Association. There are 16 hours of required college core academic courses that must be completed prior to graduation. These can be taken prior to entry into the program or concurrently.
- MLAB 1201, 1291 1335, and PLAB 1223

PLAB 1223 - Phlebotomy

Skill development in the performance of a variety of blood collection methods using proper techniques and universal precautions. Includes vacuum collection devices, syringes, capillary skin puncture, butterfly needles and blood culture and specimen collection on adults, children, and infants. Emphasis on infection prevention, proper patient identification, labeling of specimens and quality assurance, specimen handling, processing, professionalism, ethics, and medical terminology.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 1.0
Lab hours: 4.0

Restrictions:

- Will be offered to non-MLT majors. Anyone completing these courses with a grade of C or better will be eligible to take the American Society for Clinical Pathology ASCP Board of Certification examination for Phlebotomy
- Previous completion of MLAB 1201, 1291 and 1335, PLAB 1160 or 1161 with a grade of "C" or better.
- Pre-entrance health exam, documentation of required immunizations, pass drug screen, pass criminal background check, documentation of CPR for Healthcare Providers from American Heart Association.

PLAB 1161 - Phlebotomy Clinical II

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. .

Grade Basis: L
Credit hours: 1.0
Lab hours: 4.0

Restrictions:

- Acceptable scores in college readiness exam, pre-entrance health exam, documentation of required immunizations, pass drug screen, pass criminal background check, documentation of CPR for Healthcare Providers from American Heart Association. There are 16 hours of required college core academic courses that must be completed prior to graduation. These can be taken prior to entry into the program or concurrently.
- MLAB 1201, 1291 1335, and PLAB 1223

Music

Overview - Music

The **Music AA degree** at Grayson College is designed for transfer to four-year institutions. However, all students are advised to counsel with the university/college of their choice to determine if all courses recommended by Grayson College are applicable to that institution's Bachelor of Art degree in Music.

In addition to a degree, Grayson College also offers a **Occupational Skills Award in Audio Engineering**, which is designed to be your first step toward a career as an audio engineer, producer, recording artist, live sound technician, film/video game composer, songwriter, or sound designer. The courses in this award are intended to provide a foundational understanding of music theory, music technology, and the field of commercial music.

This award can be taken by non-music majors who are interested in pursuing a career in commercial music or by music majors intending to transfer to four-year programs in composition, audio engineering, music technology, or theatre tech.

This Award, in conjunction with an Associate of Arts degree in Music, prepares you to become a musician fluent with music technology. Whether you are planning to be a professional classical musician or work in commercial music, the Grayson College Marketable Skills Award in Audio Engineering will give you the foundation you need to harness your creativity.

AA Degree Requirements

Associate of Arts - Music

Subject	Semester Hours
Music Elective	3
Music Elective	1
Music Elective	1
Music Elective	2
Music Elective	1
Communication Core	3
Creative Arts Core	3
Music Elective	3
Music Elective	1
Music Elective	1
Music Elective	2
Music Elective	1
Government/Political Science Core	3
Language, Philsophy, & Culture Core	3
*Mathematics Core	3
Music Elective	3
Music Elective	1
Music Elective	1
Music Elective	2
Music Elective	1
American History Core	3
Social & Behavioral Sciences Core	3
Music Elective	3
Music Elective	1
Music Elective	1
Music Elective	2
Music Elective	1
*Life & Physical Science Core	3
Life & Physical Science Lab (CAO)	1
American Hstory Core	3
	60

Note: The AA in Music is a field of study degree and does not include the entire required core. Students are encouraged to take the remaining core courses before transferring.

See courses tab for available electives.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Audio Engineering Certificate

Audio Engineering Small Business Certificate

Subject	Semester Hours
ACNT 1303 (Intro to Accnt.)	3
BUSG 1304 (Financial Literacy)	3
BMGT 1327 (Principles of Management	3
MUSC 1327 (Audio Engineering I)	3
MUSC 1213 (Commercial Music Theory I)	2
MUSP 1110 (Applied Commercial Music: Piano)	1
ACNT 1313 (Computerized Accnt. Applications)	3
BUSG 2309 (Small Business Management)	3
MUSC 2327 (Audio Engineering II)	3
MUSC 1321 (Songwriting I)	3
MUSB 1305 (Survey of Music Business)	3
	30

Audio Engineering Occupational Skills Award

Subject	Semester Hours
MUSC 1327 (Audio Engineering I)	3
MUSC 1213 (Commercial Music Theory I)	2
MUSC 2327 (Audio Engineering II)	3
MUSB 1305 (Survey of Music Business)	3
MUSC 1321 (Songwriting I)	3
	14

MUSP 1110 - Applied Commercial Music: Piano

Private instruction in piano with goals related to commercial music.

Grade Basis: L
Credit hours: 1.0
Lab hours: 1.0

MUSC 1213 - Commercial Music Theory I

Introduction to chord progressions, song forms, and harmonic techniques used in commercial music. Topics include modern chord notation and chord voicings.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 1.0
Lab hours: 2.0

MUAP 11XX - Freshmen 30 Minute Lessons

Private instruction on a continually graded basis in the specific area of study. Students enrolling in these courses receive one 30-minute lesson each week. One half hour of private practice is required each day and additional studio time to be determined. May be repeated one time for credit. Composition lessons consist of individual instruction in music composition. Composing in small forms for simple media in both traditional styles and styles of the student's choice. (The number "1" in the course titles below indicate freshman-level classes).

Grade Basis: L
Credit hours: 1.0
Lab hours: 1.0

Restrictions:

- MUAP 1101 Violin 1
- MUAP 1105 Viola 1
- MUAP 1109 Cello 1
- MUAP 1113 Double Bass 1
- MUAP 1115 Electric Bass 1
- MUAP 1117 Flute 1
- MUAP 1121 Oboe 1
- MUAP 1125 Bassoon 1
- MUAP 1129 Clarinet 1
- MUAP 1133 Saxophone 1
- MUAP 1137 Trumpet 1
- MUAP 1141 French Horn 1
- MUAP 1145 Trombone 1
- MUAP 1153 Tuba 1
- MUAP 1158 Percussion 1
- MUAP 1161 Guitar 1
- MUAP 1169 Piano 1
- MUAP 1170 Jazz Piano 1
- MUAP 1181 Voice 1
- MUAP 1187 Composition 1

MUAP 12XX - Freshmen 60 Minute Lessons

Private instruction on a continually graded basis in the specific area of study. Students enrolling in these courses receive one 60-minute lesson each week. One hour of private practice is required each day and additional studio time to be determined. May be repeated one time for credit. Composition lessons consist of individual instruction in music composition. Composing in small forms for simple media in both traditional styles and styles of the student's choice. (The number "1" in the course titles below indicate freshman-level classes).

Grade Basis: L
Credit hours: 2.0
Lab hours: 2.0

Restrictions:

- MUAP 1201 Violin 1
- MUAP 1205 Viola 1
- MUAP 1209 Cello 1
- MUAP 1213 Double Bass 1
- MUAP 1215 Electric Bass 1
- MUAP 1217 Flute 1
- MUAP 1221 Oboe 1
- MUAP 1225 Bassoon 1
- MUAP 1229 Clarinet 1
- MUAP 1233 Saxophone 1
- MUAP 1237 Trumpet 1
- MUAP 1241 French Horn 1
- MUAP 1245 Trombone 1
- MUAP 1253 Tuba 1
- MUAP 1258 Percussion 1
- MUAP 1261 Guitar 1
- MUAP 1269 Piano 1
- MUAP 1270 Jazz Piano 1
- MUAP 1281 Voice 1
- MUAP 1287 Composition 1

MUAP 21XX - Sophmore 30 Minute Lessons

Private instruction on a continually graded basis in the specific area of study. Students enrolling in these courses receive one 30-minute lesson each week. One half hour of private practice is required each day and additional studio

time to be determined. May be repeated one time for credit. Composition lessons consist of individual instruction in music composition. Composing in small forms for simple media in both traditional styles and styles of the student's choice. (The number "2" in the course titles below indicate sophomore-level classes).

Grade Basis: L
Credit hours: 1.0
Lab hours: 1.0

Restrictions:

- MUAP 2101 Violin 2
- MUAP 2105 Viola 2
- MUAP 2109 Cello 2
- MUAP 2113 Double Bass 2
- MUAP 2115 Electric Bass 2
- MUAP 2117 Flute 2
- MUAP 2121 Oboe 2
- MUAP 2125 Bassoon 2
- MUAP 2129 Clarinet 2
- MUAP 2133 Saxophone 2
- MUAP 2137 Trumpet 2
- MUAP 2141 French Horn 2
- MUAP 2145 Trombone 2
- MUAP 2153 Tuba 2
- MUAP 2158 Percussion 2
- MUAP 2161 Guitar 2
- MUAP 2169 Piano 2
- MUAP 2170 Jazz Piano 2
- MUAP 2181 Voice 2
- MUAP 2187 Composition 2

MUAP 22XX - Sophmore 60 Minute Lessons

Private instruction on a continually graded basis in the specific area of study. Students enrolling in these courses receive one 60-minute lesson each week. One hour of private practice is required each day and additional studio time to be determined. May be repeated one time for credit. Composition lessons consist of individual instruction in music composition. Composing in small forms for simple media in both traditional styles and styles of the student's choice. (The number "2" in the course titles below indicate that they are sophomore-level classes).

Grade Basis: L
Credit hours: 2.0
Lab hours: 2.0

Restrictions:

- MUAP 2201 Violin 2
- MUAP 2205 Viola 2
- MUAP 2209 Cello 2
- MUAP 2213 Double Bass 2
- MUAP 2215 Electric Bass 2
- MUAP 2217 Flute 2
- MUAP 2221 Oboe 2
- MUAP 2225 Bassoon 2
- MUAP 2229 Clarinet 2
- MUAP 2233 Saxophone 2
- MUAP 2237 Trumpet 2
- MUAP 2241 French Horn 2
- MUAP 2245 Trombone 2
- MUAP 2253 Tuba 2
- MUAP 2258 Percussion 2
- MUAP 2261 Guitar 2
- MUAP 2269 Piano 2
- MUAP 2270 Jazz Piano 2
- MUAP 2281 Voice 2
- MUAP 2287 Composition 2

MUEN 1124 - Concert Band I

Large ensemble involving band instruments and literature designed to allow student to perform quality instrumental music. Open to all instrumentalists.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- May be repeated one time for credit.

MUEN 1131 - Strings Chamber Ensemble I

Small ensemble involving stringed instruments and literature designed to allow students to perform quality music in a small setting. Open to all students.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- May be repeated one time for credit.

MUEN 1132 - Jazz Combo Chamber Ensemble I

Small ensemble involving jazz combo instruments and literature designed to allow students to perform quality jazz music in a small setting. Open to all students.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- May be repeated one time for credit.

MUEN 1133 - Mixed Chamber Ensemble I

Small ensemble involving mixed band instruments and literature designed to allow students to perform quality music in a small setting. Open to all students.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- May be repeated one time for credit.

MUEN 1134 - Guitar Ensemble I

Small ensemble involving guitars and literature designed to allow students to perform quality music in a small setting. Open to all students.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- May be repeated one time for credit.

MUEN 1135 - Piano Ensemble I

Small ensemble involving piano and literature designed to allow students to perform quality music in a small setting. Open to all students. May be repeated one time for credit.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

MUEN 1141 - Choir

Open to all students. A large ensemble designed to allow students to perform quality choral music.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- May be repeated one time for credit.

MUEN 2124 - Concert Band II

Open to students who have already taken two semesters of MUEN 1124. A large ensemble involving band instruments and literature designed to allow students to perform quality instrumental music.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- MUEN 1124 - Concert Band I

Restrictions:

- May be repeated one time for credit.

MUEN 2131 - String Chamber Ensemble II

Open to students who have already taken two semesters of MUEN 1131. A small ensemble involving stringed instruments and literature designed to allow students to perform quality music in a small setting.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- MUEN 1131 - Strings Chamber Ensemble I

Restrictions:

- May be repeated one time for credit.

MUEN 2132 - Jazz Combo Chamber Ensemble II

Open to students who have already taken two semesters of MUEN 1132. A small ensemble involving jazz combo instruments and literature designed to allow students to perform quality jazz music in a small setting.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- MUEN 1132 - Jazz Combo Chamber Ensemble I

Restrictions:

- May be repeated one time for credit.

MUEN 2133 - Mixed Chamber Ensemble II

Open to students who have already taken two semesters of MUEN 1133. Small ensemble involving mixed band instruments and literature designed to allow students to perform quality music in a small setting.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- MUEN 1133 - Mixed Chamber Ensemble I

Restrictions:

- May be repeated one time for credit.

MUEN 2134 - Guitar Ensemble II

Open to all students who have already taken two semesters of MUEN 1134. A small ensemble involving guitars and literature designed to allow students to perform quality music in a small setting

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- MUEN 1134 - Guitar Ensemble I

Restrictions:

- May be repeated one time for credit.

MUEN 2141 - Advanced Choir

Open to students who have already taken two semesters of MUEN 1141. A large ensemble designed to allow students to perform quality choral music.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- MUEN 1141 - Choir

Restrictions:

- May be repeated one time for credit.

MUSB 1305 - Survey of the Music Business

An overview of the music industry including songwriting, live performance, the record industry, music merchandising, contracts and licenses, and career opportunities.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

MUSB 2301 - Music Marketing

Methods of music distribution, retailing, and wholesaling. Includes identifying a target market, image building, distribution (brick and mortar vs. digital delivery), pricing, advertising, and marketing mix.

Grade Basis: L

Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- MUSB 1305 - Survey of the Music Business

MUSC 1235 - Commercial Music Software

Specialized training in commercial music software applications.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 1.0
Lab hours: 3.0

MUSC 1321 - Songwriting I

Introduction to the techniques of writing marketable songs including the writing of lyrics and melodies, setting lyrics to music, developing lyrical and musical “hooks,” analyzing the marketplace, and developing a production plan for a song demo.

Grade Basis: L
Credit hours: 3.0
Lab hours: 3.0

MUSC 1327 - Audio Engineering I

Overview of the recording studio. Includes basic studio electronics and acoustic principles, waveform properties, microphone concepts and miking techniques, studio set up and signal flow, recording console theory, signal processing concepts, recorder principles and operation, and an overview of mixing and editing.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

MUSC 2327 - Audio Engineering II

Implementation of the recording process, microphones, audio console, multi-track recorder, and signal processing devices.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

Prerequisites:

- MUSC 1327 - Audio Engineering I

MUSI 1116 - Sight Singing & Ear Training I

Singing tonal music in treble and bass clefs, and aural study of elements of music, such as scales, intervals and chords, and dictation of basic rhythm, melody and diatonic harmony.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- MUSI 1116 is only offered in the fall semester.
- Students must take MUSI 1311 Music Theory I, and MUSI 1181 Piano Class I concurrently.

MUSI 1117 - Sight Singing & Ear Training II

Singing tonal music in various clefs, continued aural study of the elements of music, and dictation of intermediate rhythm, melody and diatonic harmony.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- MUSI 1116 - Sight Singing & Ear Training I

Restrictions:

- MUSI 1117 is only offered in the spring semester.
- Students must take MUSI 1312, Music Theory II, and MUSI 1115 Piano Class II concurrently.

MUSI 1157 - Opera Workshop I

A study of the synthesis of singing and acting through the performance of opera.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

MUSI 1181 - Piano Class I

Beginning class instruction in the fundamentals of keyboard technique.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 1.0
Lab hours: 1.0

MUSI 1182 - Piano Class II

Advance beginning class instruction in the fundamentals of keyboard technique.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 1.0
Lab hours: 1.0

Prerequisites:

- MUSI 1181 - Piano Class I

Restrictions:

- Students must take MUSI 1312 Music Theory II, and MUSI 1117 Sight Singing & Ear Training II concurrently.

MUSI 1183 - Voice Class I

Class instruction in the fundamentals of singing including breathing, tone production, and diction. Designed for students with little or previous voice training. Does not apply to a music major degree.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 1.0
Lab hours: 1.0

MUSI 1192 - Guitar Class I

Class instruction in fundamental guitar playing, including technique, music-reading, fretboard theory, melodic and harmonic realizations.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 1.0
Lab hours: 1.0

MUSI 1303 - Fundamentals of Music

Introduction to the basic elements of music theory for non-music majors: scales, Intervals, keys, triads, elementary ear training, keyboard harmony, notation, meter, and rhythm.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

MUSI 1306 - Music Appreciation

Understanding music through the study of cultural periods, major composers, and musical elements, illustrated with audio recordings and live performances. Course does not apply to music major degree.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

MUSI 1307 - Music Literature

A Survey of the styles and forms of music as it developed from the middle ages to the present. This course will familiarize the student with cultural context terminology, genres, and notation.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

MUSI 1311 - Music Theory I

The study of analysis and writing of tonal melody and diatonic harmony, including fundamental music concepts, scales, intervals, chords, 7th chords, and early four-part writing. Analysis of small compositional forms. Optional correlated study at the keyboard. Students must take MUSI 1116, Sight Singing & Ear Training I, and MUSI 1114, Piano Class for Music Majors I, concurrently. MUSI 1311 is only offered in the Fall semester.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Students must take MUSI 1116, Sight Singing & Ear Training I, and MUSI 1114, Piano Class for Music Majors I, concurrently. MUSI 1311 is only offered in the Fall semester.

MUSI 1312 - Music Theory II

The study of analysis and writing of tonal melody and diatonic harmony, including all diatonic chords and seventh chords in rout position and inversions, non-chord tones, and functional harmony. Introduction to more complex topics, such modulation may occur. Optional correlated study at the keyboard.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- MUSI 1311 - Music Theory I

Restrictions:

- MUSI 1312 is only offered in the spring semester.
- Students must take MUSI 1117 Sight Singing & Ear Training II, and MUSI 1182 Piano Class II concurrently.

MUSI 2116 - Sight Singing & Ear Training III

Singing more difficult tonal music including modal, ethnic, and 20th century materials. Aural study, including dictation of more complex rhythm, melody, chromatic harmony, and extended tertian structures. Students must take MUSI 2311, Music Theory III, and MUSI 2114, Piano Class for Music Majors III, concurrently. MUSI 2116 in only offered in the Fall semester. To enable screen reader support, press Ctrl+Alt+Z To learn about keyboard shortcuts, press Ctrl +slash

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- MUSI 1117 - Sight Singing & Ear Training II

Restrictions:

- Students must take MUSI 2311, Music Theory III, and MUSI 2114, Piano Class for Music Majors III, concurrently. MUSI 2116 in only offered in the Fall semester.

MUSI 2117 - Sight Singing & Ear Training IV

Singing advanced tonal music and introduction of modal and post-tonal melodies. Aural study including dictation of advanced rhythm, melody, and harmony.. Students must take MUSI 2312, Theory of Music IV, and MUSI 2115, Piano Class for Music Majors IV, concurrently. MUSI 2117 is only offered in the Spring.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- MUSI 2116 - Sight Singing & Ear Training III

Restrictions:

- Students must take MUSI 2312, Theory of Music IV, and MUSI 2115, Piano Class for Music Majors IV, concurrently. MUSI 2117 is only offered in the Spring.

MUSI 2181 - Piano Class III

Intermediate class instruction of keyboard technique.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

MUSI 2182 - Piano Class IV

Advanced class instruction of keyboard technique.

Grade Basis: L
Credit hours: 1.0
Lab hours: 3.0

Prerequisites:

- MUSI 2182 - Piano Class IV

MUSI 2311 - Music Theory III

Advanced harmony part writing and keyboard analysis and writing of more advanced tonal harmony including chromaticism and extended tertian structures. Introduction to 20th century compositional procedures and survey of the traditional large forms of composition. Correlated study at the keyboard. Students must take MUSI 2116, Sight Singing & Ear Training III, and MUSI 2114, Piano Class for Music Majors III, concurrently. Music 2311 is only offered in the Fall semester

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- MUSI 1312 - Music Theory II

Restrictions:

- Students must take MUSI 2116, Sight Singing & Ear Training III, and MUSI 2114, Piano Class for Music Majors III, concurrently. Music 2311 is only offered in the Fall semester

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MUSI 2312 - Music Theory IV

Continuation of advanced chromaticism and survey of analytical and compositional procedures in post-tonal music. Optional correlated study at the keyboard. Students must take MUSI 2117, Sight Singing & Ear Training IV, and MUSI 2115, Piano Class for Music Majors IV, concurrently. Music 2312 is only offered in the Spring semester

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- MUSI 2311 - Music Theory III

Restrictions:

- Students must take MUSI 2117, Sight Singing & Ear Training IV, and MUSI 2115, Piano Class for Music Majors IV, concurrently. Music 2312 is only offered in the Spring semester

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Nursing - Associate Degree Nursing

Overview - Associate Degree Nursing

The Nursing program provides an integrated nursing curriculum that assists students in acquiring the knowledge, skills, and experience necessary to function as beginning practitioners of nursing. The curriculum includes classroom, skills lab, simulation lab, and clinical courses. Students must satisfactorily complete all the nursing courses in each semester concurrently in order to progress to the next semester of the program, and all semesters must be taken in sequence. Acceptance into the program is required to take the RNSG courses.

Upon completion of the program of study, the student will have earned an **Associate Degree in Nursing**. Graduates of the program may then apply to the Board of Nursing to take the licensure exam to become a registered nurse. The program is approved by the Texas Board of Nursing (BON)* and accredited by the Accreditation Commission for Education in Nursing (ACEN).**To qualify to take the licensing exam, students must meet eligibility requirements stipulated by the Board of Nursing. Applicants who have reason to believe they may be ineligible to take the licensing exam due to criminal background issues may petition the BON for a declaratory order. This should be done prior to entering the nursing program, since these eligibility issues also prevent the student from enrolling in the clinical courses. Information about eligibility is available in the RN Information Packet and on the website for the Texas Board of Nursing.

Detailed information about the program is provided in an information packet, available by sending an email request to nursing@grayson.edu. The applicant should request the RN Information Packet. This packet will be sent to the applicant via email. Completion of this information packet is required for all applicants to the program.

The following general information about the nursing program is current at the time of printing, but all information is subject to change without notice or obligation.

Transfer of College Coursework

Students who desire admission via transfer to GC must adhere to the GC course transfer policies outlined in the *GC Student Handbook*. This includes submitting official copies of transcripts from each college or university previously attended to the Office of Admissions and Records and a copy of the transcripts to the ADN program. The Office of Admissions and Records will not send a copy to the ADN office. Prerequisite and corequisite general education courses will be accepted for transfer and application toward the Associate of Applied Science Degree in Nursing if the course is evaluated as equivalent to the required course at GC. Nursing courses are accepted for transfer only with prior approval of the ADN Admissions Committee. Students wishing to transfer nursing courses should request an Information Packet at nursing@grayson.edu. Copies of course syllabi from all previous nursing courses must be submitted to the ADN Program Director to determine eligibility for transfer. Applicants must also provide a letter from the previous nursing program director stating that the applicant is currently passing and in good standing. Applicants who have been unsuccessful in another nursing program are not eligible for admission to the GC nursing program.

Contact information regarding program approval and accreditation:

Accreditation Commission for Education in Nursing
33 Peachtree Road NE, Suite 850
Atlanta, GA 30326
(404) 975-5000
http://www.acenursing.org

Texas Board of Nursing
333 Guadalupe Street #3-460
Austin, TX 78701
(512) 305-7400
http://www.bon.state.tx.us

AAS Degree

Associate Degree Nursing

Subject	Semester Hours
PREREQUISITES	

*BIOL 2401 or 2301 and 2101	4
	4

PREREQUISITES	
*BIOL 2402 or 2302 and 2102	4
*MATH 1314 or 1342	3
	7

RNSG 1423 (Introduction to Professional Nursing for Integrated Programs)	4
RNSG 1119 (Integrated Nursing Skills)	1
RNSG 1360 (Clinical)	3
*BIOL 2420 or 2320 and 2120	4
PSYC 2301 (General Psychology)	3
RNSG 2404 (Integrated Care of the Patient with Common Health Care Needs)	4
RNSG 1144 (Nursing Skills)	1
RNSG 1461 (Clinical)	4
ENGL 1301 (Composition I)	3
*Lang/Phil/Culture/Creative Arts Core	3
PSYC 2314 (Lifespan, Growth & Development)	3
RNSG 2414 (Integrated Care of the Patient with Complex Health Care Needs)	4
RNSG 2462 (Clinical)	4
RNSG 2435 (Integrated Client Care Management)	4
RNSG 2463 (Clinical)	4

Capstone Requirement: Successful completion of RNSG 2435 and 2463.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Overview - LVN to RN (TE Option)

The Nursing program facilitates upward educational mobility for the licensed vocational/practical nurse by offering advanced placement into the nursing program through two transitional entry courses (RNSG 1413 and RNSG 1227). These courses are offered as hybrid courses, combining online and classroom learning and must be taken and passed concurrently to progress to the Nursing 3 semester. Students may only take the TE courses one time. If unsuccessful in one or both of the TE courses, eligible students may apply for admission to Nursing 1 or 2 in the generic program. Acceptance into the program is required to take the RNSG courses.

Upon successful completion of the two TE courses, students receive 11 semester credits for prior vocational nursing courses. TE students then continue in the nursing program following the traditional ADN course schedule for the third and fourth semesters. Grading and progression policies are the same for all students in the nursing program regardless of entry as a traditional or TE student.

Detailed information about the program is provided in a TE information packet, available by sending an email request to nursing@grayson.edu. The applicant should request the Transitional Entry Nursing Information Packet. This packet will be sent to the applicant via email. Completion of this information packet is required for all applicants to the program.

The following general information about the TE program is current at the time of printing, but all information is subject to change without notice or obligation.

Contact information regarding program approval and accreditation:

Texas Board of Nursing, 333 Guadalupe Street #3-460, Austin, TX 78701, (512) 305-7400 http://www.bon.state.tx.us
Accreditation Commission for Education in Nursing, 33 Peachtree Road NE, Suite 850, Atlanta, GA 30326, (404) 975-5000 http://www.acenursing.org

LVN to RN TE - TE Option

LVN to RN Transitional Entry Option

Subject	Semester Hours
PREREQUISITES	
*BIOL 2401 or 2301 and 2101	4
*BIOL 2420 or 2320 and 2120	4
PSYC 2301 (General Psychology)	3
	11
PREREQUISITES	
*BIOL 2402 or 2301 and 2102	4
PSYC 2314 (Lifespan, Growth & Development)	3
ENGL 1301 (Composition I)	3
*MATH 1314 or 1342	3
	13
Co-Requisites	
Lang/Phil/Culture/Creative Arts Core	3
	3
First Semester	
RNSG 1227	2
RNSG 1413	4
	6
Second Semester	
RNSG 2414 (Integrated Care of the Patient with Complex Health Care Needs)	4
RNSG 2462 (Clinical)	4
	8
Third Semester	
RNSG 2435 (Integrated Client Care Management)	4
RNSG 2463 (Clinical)	4
	8

Upon successful completion of the two TE courses, the TE student will receive 11 semester credits for courses equivalent to vocational nursing courses.

Capstone Requirement: Successful completion of RNSG 2435 and 2463.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

RNSG 1119 - Integrated Nursing Skills (Nursing 1)

Study of the concepts and principles necessary to perform basic nursing skills for care of diverse patients across the life span; demonstrate competence in the performance of nursing procedures. Content includes knowledge, judgment, skills, and professional values within a legal/ethical framework.

Grade Basis: P
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- RNSG 1119 must be taken concurrently with RNSG 1423 and RNSG 1360.
- A grade of “PASS” is required to progress to Nursing 2 courses.

RNSG 1144 - Nursing Skills (Nursing 2)

Study of the concepts and principles necessary to perform intermediate or advanced nursing skills; and demonstrate competence in the performance of nursing procedures. Topics includes knowledge, judgment, skills and professional values within a legal/ethical framework.

Grade Basis: P
Credit hours: 1.0
Lab hours: 3.0

Restrictions:

- This course must be taken concurrently with RNSG 2404 and RNSG 1461.
- A grade of “PASS” is required to progress to Nursing 3 courses.
- Must be taken in sequence as listed in degree plan.

RNSG 1227 - Transition from Vocational to Professional Nursing. LVN to RN Transitional Entry

Content includes health promotion, expanded assessment, analysis of data, critical thinking skills and systematic problem solving process, pharmacology, interdisciplinary teamwork, communication, and applicable competencies in knowledge, judgment, skills, and professional values within a legal/ethical framework throughout the life span.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 1.0
Lab hours: 2.0

Restrictions:

- RNSG must be taken concurrently with RNSG 1413.
- After satisfactory completion of this course and RNSG 1413, the LVN/LPN will enter Nursing 3.
- A grade of “C” or better is required before credit award is given and the student proceeds on to Nursing 3.
- Must be a LVN/LPN to be able to enroll in this course.

RNSG 1360 - Clinical (Nursing 1)

A health related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Grade Basis: P
Credit hours: 3.0
Lab hours: 12.0

Restrictions:

- This course must be taken concurrently with RNSG 1119 and RNSG 1423
- A grade “PASS” is required to progress to Nursing 2 courses.
- Must be taken in sequence as listed in degree plan.

RNSG 1413 - Foundations for Nursing Practice – LVN to RN Transitional Entry

Introduction to the role of the professional nurse as provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession. Content includes fundamental concepts of nursing practice, history of professional nursing, and a systematic framework for decision-making and critical thinking. Application of concepts related to nursing care of patients across the life span including common childhood/ adolescent diseases, uncomplicated perinatal care, mental health concepts, perioperative care, frequently occurring adult health problems and health issues related to aging. Emphasis on knowledge, judgment, skills, and professional values within a legal/ethical framework.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 2.0

Restrictions:

- RNSG 1413 must be taken concurrently with RNSG 1227.

- After satisfactory completion of this course and RNSG 1227, the LVN / LPN will enter Nursing 3.
- A grade of “C” or better is required before credit award is given and student proceeds on to Nursing 3.
- Must be taken in sequence as listed in degree plan.
- Must be a LVN/LPN to be able to enroll in this course.

RNSG 1423 - Introduction to Professional Nursing for Integrated Programs (Nursing 1)

Introduction to the profession of nursing including the roles of the professional nurse as provider of patient-centered care, patient safety advocate, member of health care team, and member of profession with emphasis on health promotion and primary disease prevention across the life span; essential components of the nursing health assessment; identification of deviations from expected health patterns; the application of a systematic, problem-solving process to provide basic nursing care to diverse patients across the life span; and applicable competencies in knowledge, judgment, skills, and professional values within a legal/ethical framework.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 4.0

Restrictions:

- RNSG 1423 must be taken concurrently with RNSG 1119 and RNSG 1360.
- A grade of “C” or better is required to progress to Nursing 2 courses.
- Must be taken in sequence as listed in degree plan.

RNSG 1461 - Clinical (Nursing 2)

A health related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Grade Basis: P
Credit hours: 4.0
Lab hours: 12.0

Restrictions:

- This course must be taken concurrently with RNSG 1144 and RNSG 2404.
- A grade of “PASS” is required to progress to Nursing 3 courses.
- Must be taken in sequence as listed in degree plan.

RNSG 2404 - Integrated Care of the Patient with Common Health Care Needs (Nursing 2)

Application of a systematic problem-solving process, critical thinking skills and concepts to provide nursing care to diverse patients and families across the life span with common health care needs including, but not limited to, common childhood/adolescent diseases, uncomplicated perinatal care, mental health concepts, perioperative care, frequently occurring adult health problems and health issues related to aging. Emphasis on secondary disease prevention and collaboration with members of the interdisciplinary health care team. Content includes roles of the professional nurse and applicable competencies in knowledge, judgment, skills, and professional values within a legal/ethical framework. This course lends itself to an integrated approach.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 4.0

Restrictions:

- RNSG 2404 must be taken concurrently with RNSG 1144 &1461.
- A grade of “C” is required to progress to Nursing 3
- Must be taken in sequence as listed in degree plan.

RNSG 2414 - Integrated Care of the Patient with Complex Health Care Needs (Nursing 3)

Application of a systematic problem-solving process, critical thinking skills and concepts to provide comprehensive nursing care to diverse patients and families across the life span with complex health care needs including, but not limited to, complex childhood/adolescent diseases, complicated perinatal care, acute mental illness, complex perioperative care, serious adult health problems and health issues related to aging. Emphasis on tertiary disease prevention, health maintenance/restoration and collaboration with members of the interdisciplinary health care team.

Content includes the roles of the professional nurse and applicable competencies in knowledge, judgment, skills, and professional values within a legal/ethical framework.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 4.0

Restrictions:

- Must be taken concurrently with RNSG 2462.
- A grade of “C” or better is required to progress to Nursing 4 courses.
- Must be taken in sequence as listed in degree plan.

RNSG 2435 - Integrated Client Care Management (Nursing 4)

Application of independent nursing interventions to care for diverse patients and families throughout the lifespan whose healthcare needs may be difficult to predict. Emphasis on collaborative clinical reasoning, nursing leadership skills, and patient management. Content includes the significance of professional development, trends in nursing and healthcare, and applicable knowledge, judgement, skills, and professional values within a legal/ethical framework.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 4.0

Restrictions:

- Must be taken concurrently with RNSG 2463.
- A grade of “C” or better is required.
- Must be taken in sequence as listed in degree plan.

RNSG 2462 - Clinical (Nursing 3)

A health related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Grade Basis: P
Credit hours: 4.0
Lab hours: 15.0

Restrictions:

- This course must be taken concurrently with RNSG 2414.
- A grade of “PASS” is required to progress to Nursing 4 courses.
- Must be taken in sequence as listed in degree plan.

RNSG 2463 - Clinical (Nursing 4)

A health related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Grade Basis: L
Credit hours: 4.0
Lab hours: 15.0

Restrictions:

- This course must be taken concurrently with RNSG 2435. A grade of “PASS” is required.
- Must be taken in sequence as listed in degree plan.

Office and Computer Technology

Overview

Today's office environment demands proficiency with the internet and a variety of software applications. The ability to quickly and easily learn new programs is a necessity to perform tasks efficiently and accurately.

The **Associate of Applied Science Degree** is a 60-hour online program designed to prepare individuals for the challenges of today's office. Students will obtain the skills and technical knowledge necessary to enter the job market in a variety of office administration positions.

The **Administrative Assistant Certificate** is a 42-hour online program that will prepare the student for assisting an executive or professional in decision making, conducting research, meeting and working with the public, and managing the office.

The **Medical Administrative Certificate** is a 42-hour online program that will prepare the student to work in a variety of settings throughout the healthcare industry including hospitals, physician offices, insurance companies, government agencies, and companies providing services to the medical community. Areas of study include medical coding, terminology, ethics, and electronic health records management.

The **Accounting Office Support Certificate** is a 36-hour online program that will prepare the student for a career in the accounting field.

The **Applications Software Specialist Certificate** is a 30-hour online program that concentrates on computer software. The student will have a strong working foundation of several software packages currently used in industry today. Software integration will be emphasized. This certificate provides an excellent opportunity for an employee with strong organizational skills who wants to specialize in computer software.

Course Requirements

Grayson College requires a high school diploma or equivalent. The Associate of Applied Science Degree requires successful completion of the TSI requirements. Some of the courses require prerequisites. Refer to the GC catalog for specific information.

Capstone Experience

Graduation with the Associate of Applied Science Degree or any of the certificates requires the successful completion of POFT 1313 (Professional Workforce Preparation). This class must be taken during the semester of graduation.

Local Employers

Cigna, City of Denison, Douglass Distributing, Grayson College, Sherman ISD, Texoma Medical Center, Wilson N. Jones Hospital

AAS Degree Requirements

Associate of Applied Science - Office & Computer Technology

Subject	Semester Hours
ENGL 1301 (Composition I)	3
POFT 1301 (Business English)	3
ACNT 1303 (Introduction to Accounting I)	3
*Social and Behavioral Science Core	3
ACNT 1304 (Introduction to Accounting II)	3
POFT 2312 (Business Correspondence & Communication)	3
POFI 1301 (Computer Applications I)	3
POFI 2301 (Word Processing)	3

*POFT 2303 or ARTC 1325	3
*Math/Life and Physical Science Core	3
*SPCH 1311 or 1321	3
*Lang, Phil, Culture/Creative Arts Core	3
ITSW 1304 (Introduction to Spreadsheets)	3
ITSC 2321 (Integrated Software Applications II)	3
*Elective	3
POFT 2331 (Administrative Project Solutions)	3
ACNT 1313 (Computerized Accounting Applications)	3
ITSW 1307 (Introduction to Database)	3
POFT 1313 (Capstone) (Professional Workforce Preparation)	3
*Elective	3

Students entering this program need to have basic computer and keyboarding skills. Contact advisor for more details.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Capstone Requirement: All students must complete the required capstone course Professional Development (POFT 1313) during the last semester (unless the last semester is summer) to satisfy the requirements for a Capstone experience with a "C" or better. The capstone course may not be substituted.

Certificate Degree Requirements

Accounting Office Support Certificate

Subject	Semester Hours
POFI 1301 (Computer Applications I)	3
POFT 1301 (Business English)	2
POFT 2303 (Speed and Accuracy Building)	2
POFI 2301 (Word Processing)	3
ACNT 1303 (Introduction to Accounting I)	3
ITSW 1304 (Introduction to Spreadsheets)	3
ACNT 1304 (Introduction to Accounting II)	3
ACNT 1313 (Computerized Accounting Applications)	3
ITSW 1307 (Introduction to Database)	3
POFT 2312 (Business Correspondence & Communication)	3
POFT 1313 (Capstone)* (Professional Workforce Preparation)	3
POFT 2331 (Administrative Project Solutions)	3

Administrative Assistant Certificate

Subject	Semester Hours
POFT 1301 (Business English)	3
POFI 2301 (Word Processing)	3
POFT 2303 (Speed and Accuracy Building)	2
ACNT 1303 (Introduction to Accounting I)	3
POFT 2312 (Business Correspondence & Communication)	3
POFI 1301 (Computer Applications I)	3
ACNT 1304 (Introduction to Accounting II)	3
POFT 2331 (Administrative Project Solutions)	3
ITSW 1307 (Introduction to Database)	3
ITSW 1304 (Introduction to Spreadsheets)	3

ITSC 2321 (Integrated Software Applications II)	3
POFT 1313 (Capstone)* (Professional Workforce Preparation)	3
ACNT 1313 (Computerized Accounting Applications)	3
*Elective	3

Applications Software Specialist Certificate

Subject	Semester Hours
POFT 2303 (Speed and Accuracy Building)	3
POFT 1301 (Business English)	3
POFI 2301 (Word Processing)	3
ITSW 1304 (Introduction to Spreadsheets)	3
ARTC 1325 (Introduction to Computer Graphics)	3
ITSC 2321 (Integrated Software Applications II)	3
POFT 2312 (Business Correspondence & Communication)	3
ITSW 1307 (Introduction to Database)	3
POFT 1313 (Capstone)* (Professional Workforce Preparation)	3
POFI 1301 (Computer Applications I)	3

Medical Administrative Assistant Certificate

Subject	Semester Hours
POFT 1301 (Business English)	3
HITT 1305 (Medical Terminology I)	3
POFT 2303 (Speed and Accuracy Building)	3
POFI 2301 (Word Processing)	3
POFI 1301 (Computer Applications I)	3
POFT 2312 (Business Correspondence & Communication)	3
ITSW 1304 (Introduction to Spreadsheets)	3
HITT 1341 (Coding and Classification Systems)	3
POFT 2331 (Administrative Project Solutions)	3
HITT 1311 (Health Information Systems)	3
HITT 2346 (Advanced Medical Coding)	3
HITT 1353 (Legal and Ethical Aspects of Health Information)	3
POFT 1313 (Capstone)* (Professional Workforce Preparation)	3
POFM 1317 (Medical Administrative Support)	3

Medical Coding and Billing Certificate

If a student starts in the fall semester:	
POFM 1317 (MedicalAdministrative Support)	3
HITT 1305 (Medical Terminology 1)	3
HITT 1341 (Coding and Classification Systems)	3
POFI 2301 (Word Processing)	3
HITT 2346 (Advanced Medical Coding)	3
HITT 1311 (Health Information Systems)	3
HITT 1353 (Legal and Ethical Aspects of Health Information)	3
	21
If a student starts in the spring semester	
HITT 1341	3

POFI 2301 or HPRS 2302	3
HITT 2346	3
HITT 1311	3
HITT 1353	3
POFM 1317	3
HITT 1305 or POFI 2301	3
	21

Students entering this program need to have basic computer and keyboarding skills. Contact advisor for more details.

*Capstone Requirement: All students must complete and exit exam covering ICD-10-CM and CPT to satisfy the requirements for a Capstone experience with a "C" or better.

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Marketable Skills Award

Accounting Office Support Marketable Skills Award

Subject	Semester Hours
POFI 1301 (Computer Applications I)	3
POFI 2301 (Word Processing)	3
ITSW 1304 (Introduction to Spreadsheets)	3
	9

HITT 1305 - Medical Terminology I

(FALL ONLY) Study of medical terms through word origin and structure. Introduction to abbreviations and symbols, surgical and diagnostic procedures, and medical specialties.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

HITT 1311 - Health Information Systems

(SUMMER ONLY) Introduction to health IT standards, health-related data structures, software applications, and enterprise architecture in health care and public health.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

HITT 1341 - Coding and Classification Systems

(SPRING ONLY) Fundamentals of coding rules, conventions, and guidelines using clinical classification systems.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

HITT 1353 - Legal and Ethical Aspects of Health Information

(SUMMER ONLY) Concepts of privacy, security, confidentiality, ethics, health care legislation, and regulations relating to the maintenance and use of health information.

Grade Basis: L
Credit hours: 3.0

Lecture hours: 3.0
Lab hours: 1.0

HITT 2346 - Advanced Medical Coding

(Summer Only) Advanced concepts of ICD and CPT coding rules, conventions, and guidelines in complex case studies. Investigation of government regulations and changes in health care reporting.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

ITSC 2321 - Integrated Software Applications II

(FALL ONLY) Intermediate study of computer applications from business productivity software suites. Instruction in embedding data and linking and combining documents using word processing, spreadsheets, databases, and/or presentation media software.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

ITSW 1304 - Introduction to Spreadsheets

Instruction in the concepts, procedures, and application of electronic spreadsheets.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 2.0

ITSW 1307 - Introduction to Database

Introduction to database theory and the practical applications of a database.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

POFI 1301 - Computer Applications I

Overview of computer office applications including current terminology and technology. Introduction to computer hardware, software applications, and procedures. This course is designed to be repeated multiple times to improve student proficiency.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

POFI 2301 - Word Processing

Word processing software focusing on business applications. This course is designed to be repeated multiple times to improve student proficiency.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 2.0

POFM 1317 - Medical Administrative Support

(FALL ONLY) Instruction in medical office procedures including appointment scheduling, medical records creation and maintenance, telephone communications, coding, billing, collecting, and third party reimbursements.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

POFT 1301 - Business English

Introduction to a practical application of basic language usage skills with emphasis on fundamentals of writing and editing for business.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

POFT 1313 - Professional Workforce Preparation

Preparation for career success including ethics, interpersonal relations, professional attire, and advancement

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

POFT 2303 - Speed and Accuracy Building

Review, correct, and improve keyboarding techniques for the purpose of Increasing speed and improving accuracy. This course is designed to be repeated multiple times to improve student proficiency.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

POFT 2312 - Business Correspondence & Communication

(Spring Only) Development of writing and presentation skills to produce effective business communications.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

POFT 2331 - Administrative Project Solutions

(SPRING ONLY). Advanced concepts of project management and office procedures integrating software applications, critical thinking, and problem-solving skills.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Police Academy

Overview

The Texoma Regional Police Academy (TRPA) at Grayson College offers a 22 week (864 hours) daytime program designed to prepare students for a challenging and rewarding career in law enforcement. TRPA also offers a 44 week part time evening academy class Students are awarded 25 credit hours of college credit for the completion of the Police Academy program at Grayson College. The police academy is accredited by The Texas Commission on Law Enforcement (TCOLE).

Throughout the program, students will participate in classroom instruction and live training exercises. Individuals completing the day or night Academy and passing the TCOLE state-licensing exam are certified to seek emplotment in state and local law enforcement agencies, throughout Texas, as a full time peace officer or reserve officer.

To be admitted to TRPA students must meet the following minimum entrance requirements:

- At least 21 years of age at the time of graduation from the course
- Be of good moral character
- Provide a completed application form to the Texoma Regional Police Academy and be interviewed personally
- Comply with all TCOLE Minimum Standards for Licensing. (Go to http://www.tcole.texas.gov/. Help and Resources; Rules and Policy; Commission Rules; Par 7 Chapter 215; 215.15
- Submit to electronic fingerprinting by Murphy Trust USA, and cleared by TCOLE
- Take a psychological exam with a reading test score at a 12th grade reading level
- Gain admission to Grayson College.

Certificate Degree Requirements

Texoma Regional Police Academy Certificate

Subject	Semester Hours
CJLE 1506 (Basic Peace Officer I)	5
CJLE 1512 (Basic Peace Officer II)	5
CJLE 1518 (Basic Peace Officer III)	5
CJLE 1524 (Basic Peace Officer IV)	5
CJLE 1329 (Basic Peace Officer V)	3
CJLE 1211 (Basic Firearms)	2
	25

CJLE 1211 - Basic Firearms

Supplemental course taken in conjunction with Basic Peace Officer Courses I, II, III, IV and V. Satisfies or exceeds the Texas Commission on Law Enforcement (TCOLE) approved Basic Peace Officer Academy Course 1000643. Basic preparation for a new peace officer. Firearm safety, cleaning and care techniques, proper shooting principles, and firearm proficiency. This course was designed to be repeated multiple times if content varies.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 1.0
Lab hours: 4.0

CJLE 1329 - Basic Peace Officer V

Supplemental course taken in conjunction with Basic Peace Officer Courses I, II, III, and IV. Satisfies or exceeds the Texas Commission on Law Enforcement approved Basic Peace Officer Academy Course #1000. ***THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement.***

Grade Basis: L
Credit hours: 3.0
Lecture hours: 1.0
Lab hours: 8.0

CJLE 1506 - Basic Peace Officer I

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer II, III, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement approved Basic Peace Officer Training Academy. ***THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement.***

Grade Basis: LP
Credit hours: 5.0
Lecture hours: 2.0
Lab hours: 9.0

CJLE 1512 - Basic Peace Officer II

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer I, III, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement approved Basic Peace Officer Academy. ***THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement.***

Grade Basis: LP
Credit hours: 5.0
Lecture hours: 4.0
Lab hours: 3.0

CJLE 1518 - Basic Peace Officer III.

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer I, II, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement approved Basic Peace Officer Academy. ***THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement.***

Grade Basis: LP
Credit hours: 5.0
Lecture hours: 2.0
Lab hours: 9.0

CJLE 1524 - Basic Peace Officer IV

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer I, II, III, and V (supplement) to satisfy the Texas Commission on Law Enforcement approved Basic Peace Officer Training Academy. ***THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement.***

Grade Basis: LP
Credit hours: 5.0
Lecture hours: 2.0
Lab hours: 9.0

Radiological Technology

Overview - Radiology Technology

The Radiography program allows students to participate in classroom instruction, laboratory demonstration and practice and perform radiographic procedures, and clinical experiences.

The program is recognized by the American Registry of Radiologic Technology. Following program completion, the graduate is eligible to take the American Registry of Radiologic Technologists Examination (ARRT) to become a Registered Radiologic Technologist. Upon becoming ARRT (R), the graduate automatically qualifies to apply to be a Texas Certified Medical Radiologic Technologist. The GC program will assist all graduating students with the application processes for the ARRT Board Exam and the Texas MRT Certification.

Important Information for Applicants

In order to accomplish the objectives of this program, the student must be able to meet the Occupational Performance Requirements of Radiologic Technologists. In order to accomplish the objectives of the Radiography program, students must have:

- Visual acuity, with corrective lenses to identify cyanosis, absence of respiratory movement in patients, and to read small print on medication containers, physicians' orders, monitors, gauges, and equipment calibrations.
- Hearing ability, with auditory aids to understand the normal speaking voice without viewing the speaker's face and to hear monitor alarms, emergency signals, call bells, and stethoscope sounds originating from a patient's blood vessels, heart, lung, and abdomen.
- Physical ability to: Stand and walk for prolonged periods of time; perform cardiopulmonary resuscitation; lift patients to move onto and off of the radiographic table; lift and manipulate patients in the radiographic room as well as in hospital beds for proper placement of radiographic film holders; move from room to room, maneuvering in limited spaces and move, push, maneuver heavy, mobile radiographic machines into and out of patient rooms, surgery, intensive care units, and all other patient areas.
- Strength to lift approximately a minimum of 30 lbs. and walk a minimum distance of approximately 30 feet.
- Shoulder range of motion to reach up, push, pull, and maneuver radiographic equipment with overhead suspension and manually position, tilt, and angle radiographic tube housings in accurate relationship to the patients and image receptors.
- Speaking ability to communicate effectively in verbal and written form.
- Ability to speak clearly and succinctly when explaining procedures, describing patient conditions, and giving directions to the patient.
- Fine motor skills to write legibly and correctly in the legal documentation of radiographic procedures and patient conditions/occurrences.
- Manual dexterity to use sterile techniques, to insert catheters, and to prepare and administer contrast media and medications (IV and IM) as directed by a physician.
- Ability to function safely and accurately under stressful conditions and to be able to quickly adapt to rapidly changing clinical situations involving patient care

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Eligibility for Licensure

The American Registry of Radiologic Technologists requires that all candidates be in accordance with very strict guidelines. In an effort to establish, secure, and maintain an improved professional reputation for Radiographers, within the healthcare environment, the ARRT demands close adherence to strict ethical standards. Radiography School Applicants with a criminal record are encouraged to request a pre-application review of eligibility to be conducted by the ARRT to obtain a ruling on his/her eligibility for certification and registration. The pre-application form can be found at the ARRT website, www.arrt.org. For ARRT purposes any of the following situations constitute the same as a conviction:

- A charge or conviction for an offense which is classified as a misdemeanor or felony,
- A plea of guilty to an offense which is classified as a misdemeanor or felony
- A plea of nolo contendere (no contest) to an offense which is classified as a misdemeanor or felony
- Any situation in which the result is a deferred or withheld adjudication
- Any suspended or withheld sentence.

Admission Criteria and Selection

Applications for admission to the Radiologic Technology program, along with GED or high school transcripts and transcripts from each college or university attended, are due in the Health Sciences Office by May 1. The applicant is responsible for submitting all the required transcripts and other documentation to the Radiology School. Documents submitted after 4 p.m. on May 1 will be filed for application to the next school year. Applicants are required to take the HESI admission test related to vocabulary skill, reading comprehension, math and anatomy and physiology, and achieve a passing score of 75% or greater in each category.

Pre-Acceptance Requirements:

Before application files can be evaluated, the following documentation must be in the applicant's folder no later than May 1 of the year for which you are applying:

- Copy of High School Diploma or passing GED Scores
- Application and acceptance to Grayson College
- Completed GC Health Sciences application
- Student letter of intent
- Official transcripts
- Admission test scores
- Minimum GPA of 2.5 with a grade of "C" or higher in all required courses
- Completion of all prerequisite coursework including Anatomy & Physiology I and II, General Psychology, English Composition I, and a Fine Arts / Humanities Core course
- Documentation of having completed all required immunizations
- Record of physician's pre-entrance medical statement
- Proof of mandatory attendance of Radiology Information Meeting

Applicant files that are complete with the items listed above will then be evaluated for documentation of the following factors in this sequential order of priority:

- Grade point average stated on all transcripts
- Grades received for each science, medical, or other courses that may be relative to healthcare services
- Technical, trade, or military training received
- Resume/work history/life experiences as they relate to basic knowledge of the radiology field, healthcare services, and/or work ethics
- Three (3) letters of reference (Professional or educational only)
- Applicant's written statement of "Why I have chosen Radiologic Technology as a career." Indicating awareness of the Radiography field.

All applicant transcripts are rated, using the following point system:

- 3 points for a final grade of "A" in theory and/or lab course
- 2 points for a final grade of "B" in theory and/or lab course
- 1 points for a final grade of "C" in theory and/or lab course

Points are given for the score achieved on the admission test:

- 3 points for a test score of 90-100
- 2 points for a test score of 80-89
- 1 point for a test score of 75-79

Consideration is also given to documentation of:

- Applicant's resume/work history
- Any volunteer work in radiology or other healthcare field
- Trade school and/or technical education completed.
- Certifications, and/or licensure earned that may enhance the applicant's skills in Radiography.

Non-academic experiences/attributes are quantified, using the following point system:

- 3 points for high significance / relativity to radiology field
- 2 points for medium significance / relativity to radiology field
- 1 point for slight significance / relativity to radiology field

Prior to clinical course rotations, students must pass a drug screen test and criminal background check scheduled through a GC approved company.

Candidates will be notified in writing via US mail of acceptance or non-acceptance into the program.

Required Immunizations

All students must submit a copy of the following immunizations with a valid stamp or signature, signed statement from a physician, or lab report indicating serologic immunity. Please note that some of these immunizations take up to six months to complete. Immunizations must be started in time to complete the series before the FIRST DAY OF CLASS. If unable to complete the series before beginning of class, the applicant is not eligible for admission.

1. Tetanus / Diphtheria / Pertussis (Tdap) - One dose of the Tetanus / diphtheria / pertussis (Tdap) immunization within the last 10 years.

2. Measles, Mumps, Rubella (MMR) (Immunization or blood test proving immunity) - If born after January 1, 1957, must have proof of two doses of the MMR vaccine administered on or after the 1st birthday and at least 30 days apart – or – proof of serologic immunity.
3. Varicella (Chickenpox) (Immunization or blood test proving immunity) - Series of two Varicella vaccines at least 30 days apart – or – proof of serologic immunity.
4. Hepatitis B (Immunization or blood test proving immunity - Series of three Hepatitis B vaccines – or proof of serologic immunity
5. Influenza Vaccine - Annual influenza immunization as recommended by the CDC in the fall of each year.

Due to compliance with clinical facility requirements and the Texas Department of Health recommendations, GC Health Science programs may not waiver immunization requirements for any reason. If immunizations are not complete, application to the program must be delayed.

Copies of records from physician offices, public health department, public schools, other colleges and the military are acceptable. Students should provide a copy of the records. Please do not turn in the originals.

Application Information

Deadline: May 1

Packet:

- Packets are only available by pickup at the Mandatory Information Session
- When: 3rd Wednesday of every month at 1pm
- Where: Health Science 200 (except August & December)

AAS Degree Requirements

Associate of Applied Science Degree

Subject	Semester Hours
PREREQUISITES	
BIOL 2301 (Anatomy and Physiology I Lecture)	3
BIOL 2101 (Anatomy and Physiology I Laboratory)	1
PSYC 2301 (General Psychology)	3
*Huma / Arts Core	3
	10
PREREQUISITES	
BIOL 2302 (Anatomy and Physiology II Lecture)	3
BIOL 2102 (Anatomy and Physiology II Laboratory)	1
ENGL 1301 (Composition I)	3
	7
RADR 1301 (Introduction to Radiography)	3
RADR 1303 (Patient Care)	3
RADR 1311 (Basic Radiographic Procedures)	3
RADR 1160 (Clinical I)	1
RADR 1213 (Principles of Radiographic Imaging I)	2
RADR 2401 (Intermediate Radiographic Procedures)	4
RADR 2313 (Radiation Biology and Protection)	3
RADR 1361 (Clinical II)	3
RADR 1262 (Clinical III)	2
RADR 2217 (Radiographic Pathology)	2
RADR 2305 (Principles of Radiographic Imaging II)	3
RADR 2463 (Clinical IV)	4
RADR 2309 (Radiographic Imaging Equipment)	3
RADR 2233 (Advanced Medical Imaging)	2
RADR 2235 (Radiologic Technology Seminar)	2

RADR 2431 (Advanced Radiographic Procedures)	4
RADR 2367 (Practicum)	3

Capstone Requirement: All students must complete the capstone requirement: successful completion of RADR 2235 prior to graduation.

*Please review your Student Planner or contact your Student Success Coach/Faculty Advisor to review which courses may be used to fill this degree requirement.

RADR 1160 - Clinical I

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Grade Basis: L
Credit hours: 1.0
Lab hours: 4.0

Restrictions:

- Concurrent enrollment: RADR 1301, 1303, 1311.
- Acceptable scores in college readiness exam and Program Entrance Exam, completion of the required 16 hrs of academic prerequisite courses, attendance at a program information meeting; pre-entrance health exam, documentation of required immunizations, pass drug screen, pass criminal background check, documentation of CPR for Healthcare Providers from American Heart Association.

RADR 1213 - Principles of Radiographic Imaging I.

An introduction to radiographic image qualities and the effects of exposure variables upon these qualities.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0

Restrictions:

- Concurrent Enrollment: RADR 2401, 2313, 1361.
- Completion of RADR 1301, 1303, 1311 and 1160 with a C or better

RADR 1262 - Clinical III

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Grade Basis: L
Credit hours: 2.0
Lab hours: 12.0

Restrictions:

- Huma / Fine Arts Core, RADR 1301, 1303, 1311, 1160, 1213, 2401, 2313, 1361.
- Must be taken in sequence as listed in degree plan.

RADR 1301 - Introduction to Radiography

An introduction to radiation protection, professional ethics, darkroom procedures, medical terminology, prime exposure factors, technical factors of film quality and image receptors.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Concurrent Enrollment: RADR 1303, 1311, 1160.
- Acceptable scores in college readiness exam and Program Entrance Exam, completion of the required 16 hours of academic prerequisite courses, attendance at a program information meeting; pre-entrance

health exam, documentation of required immunizations, pass drug screen, pass criminal background check, documentation of CPR for Healthcare Providers from American Heart Association.

RADR 1303 - Patient Care

An introduction in patient assessment, infection control procedures, emergency and safety procedures, communication and patient interaction skills, and basic pharmacology.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Concurrent Enrollment: RADR 1301, 1311, 1160.
- Acceptable scores in college readiness exam and Program Entrance Exam, completion of the required 16 hrs of academic prerequisite courses, attendance at a program information meeting; pre-entrance health exam, documentation of required immunizations, pass drug screen, pass criminal background check, documentation of CPR for Healthcare Providers from American Heart Association.

RADR 1311 - Basic Radiographic Procedures.

An introduction to radiographic positioning terminology, the proper manipulation of equipment, positioning and alignment of the anatomical structure and equipment, and evaluation of images for proper demonstration of basic anatomy.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

Restrictions:

- Concurrent Enrollment: RADR 1301, 1303, 1160.
- Acceptable scores in college readiness exam and Program Entrance Exam, completion of the required 16 hrs of academic pre-requisite courses, attendance at a program information meeting; pre-entrance health exam, documentation of required immunizations, pass drug screen, pass criminal background check, documentation of CPR for Health Care Providers from American Heart Association.

RADR 1361 - Clinical II

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Grade Basis: L
Credit hours: 3.0
Lab hours: 16.0

Restrictions:

- Concurrent Enrollment: RADR 1213, 2313, 2401
- Completion of RADR 1301, 1303, 1311 and 1160 with a C or better

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RADR 2217 - Radiographic Pathology

A presentation of the disease process and common diseases and their appearance on medical images.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0

Restrictions:

- Concurrent Enrollment: RADR 2305, 2463, 2309.
- Completion of RADR 1301, 1303, 1311, 1160, 1213, 2401, 2313 and 1361 with a C or better

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RADR 2233 - Advanced Medical Imaging

An exploration of specialized imaging modalities.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0

Restrictions:

- Concurrent Enrollment: RADR 2235, 2431, 2367.
- Completion of RADR 1301, 1303, 1311, 1160, 1213, 2401, 2313 and 1361, 2217, 2305, 2309, and 2463 with a C or better

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RADR 2235 - Radiologic Technology Seminar

A capstone course focusing on the synthesis of professional knowledge, skills, and attitudes in preparation for professional employment and lifelong learning.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0

Restrictions:

- Concurrent Enrollment: RADR 2233, 2431, 2367.
- Completion of RADR 1301, 1303, 1311, 1160, 1213, 2401, 2313 and 1361, 2217, 2305, 2309, and 2463 with a C or better

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RADR 2305 - Principles of Radiographic Imaging II

A continuation of the study of radiographic imaging technique formulation, image quality assurance, and the synthesis of all variables in image production. Lab is included.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Restrictions:

- Concurrent Enrollment: RADR 2217, 2463, 2309
- Completion of RADR 1301, 1303, 1311, 1160, 1213, 2401, 2313 and 1361 with a C or better

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RADR 2309 - Radiographic Imaging Equipment

A study of the radiographic equipment, components, accessories and the physics that apply to x-ray production. The course includes the basic x-ray circuits, and the relationship of equipment components to the outcome of the imaging process.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Concurrent Enrollment: RADR 2217, 2305, 2463.
- Completion of RADR 1301, 1303, 1311, 1160, 1213, 2401, 2313 and 1361 with a C or better

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RADR 2313 - Radiation Biology and Protection

A study of the effects of radiation exposure on biological systems, typical medical exposure levels, methods for measuring and monitoring radiation, and methods for protecting personnel and patients from excessive exposure.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- Concurrent Enrollment: RADR 1213, 2401, 1361.
- Completion of RADR 1301, 1303, 1311 and 1160 with a C or better

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RADR 2367 - Practicum

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Grade Basis: L
Credit hours: 3.0
Lab hours: 24.0

Restrictions:

- Concurrent Enrollment: RADR 2233, 2235, 2431.
- Completion of RADR 1301, 1303, 1311, 1160, 1213, 2401, 2313 and 1361, 2217, 2305, 2309, and 2463 with a C or better

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RADR 2401 - Intermediate Radiographic Procedures

A continuation of the study of the proper manipulation of radiographic equipment, positioning and alignment of the anatomical structure and equipment, and evaluation of images for proper demonstration of anatomy.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 4.0

Restrictions:

- Concurrent Enrollment: RADR 1213, 2313, 1361.
- Completion of RADR 1301, 1303, 1311 and 1160 with a C or better

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RADR 2431 - Advanced Radiographic Procedures

Continuation of positioning; alignment of the anatomical structure and equipment, evaluation of images for proper demonstration of anatomy and related pathology. Lab included.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 2.0

Restrictions:

- Concurrent Enrollment: RADR 2233, 2235, 2367.
- Completion of RADR 1301, 1303, 1311, 1160, 1213, 2401, 2313 and 1361, 2217, 2305, 2309, and 2463 with a C or better

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RADR 2463 - RADIOLOGIC TECHNOLOGY Clinical IV

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Grade Basis: L
Credit hours: 4.0
Lab hours: 24.0

Restrictions:

- Concurrent Enrollment: RADR 2217, 2305, 2309.
- Completion of RADR 1301, 1303, 1311, 1160, 1213, 2401, 2313 and 1361 with a C or better

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Theatre

Overview

The Theatre Associate of Arts degree at Grayson College is designed for transfer to four-year institutions and is part of the **Arts & Humanities Career Pathway**. However, all students are advised to counsel with the university/college of their choice to determine if all courses recommended by Grayson College are applicable to that institution's Bachelor of Arts degree in Theatre.

AA Degree Requirements

Associate of Arts - Theatre

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Subject	Semester Hours
Mathematics Core	3
ENGL1301 (Composition I)	3
American History Core	3
Theatre Electives	3
Theatre Electives	3
Theatre Electives	1
Theatre Electives	1
Communication Core	3
American History Core	3
Creative Arts Core	3
Theatre Electives	3
Theatre Electives	1
Theatre Electives	1
Government/Political Science Core	3
Life & Physical Sciences Core	3
Life & Physical Sciences Lab (CAO)	1
Social/Behavioral Science Core	3
Component Area Option Core	3
Theatre Electives	3
Theatre Electives	1
Government/Political Sciences Core	3
Component Area Option Core	1
Language, Philosophy, & Culture Core	3
Life & Physical Science Core	3
Life & Physical Science Lab (CAO)	1
Theatre Electives	1
	60

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Core

Students earning an Associate of Arts, Associate of Science, or Associate of Arts in Teaching Degree at Grayson College must complete 42 hours of a state mandated Core Curriculum in addition to major courses and electives in their particular area of interest. Following are the Core Curriculum Component Areas, click here for allowable courses within each component area.

Component Areas	Required Hours
010 Communication	6

020 Mathematics	3
030 Life and Physical Sciences	6
040 Language, Philosophy, and Culture	3
050 Creative Arts	3
060 American History	6
070 Government/Political Science	6
080 Social and Behavioral Sciences	3
090 Component Area Option	6
Total	**42**

DRAM 1120 - Theatre Practicum

Laboratory course for extensive participation in theatre activities including use of scenery, lighting, properties, and other facets of technical theatre. May be repeated one time for credit. To be taken concurrently with DRAM 1330.

Grade Basis: L
Credit hours: 1.0
Lab hours: 6.0

Restrictions:

- May be repeated one time for credit.
- To be taken concurrently with DRAM 1330.

DRAM 1121 - Theatre Practicum II

Lab to be taken concurrently with DRAM 1351 and DRAM 1352. May be repeated one time for credit.

Grade Basis: L
Credit hours: 1.0
Lab hours: 6.0

Restrictions:

- May be repeated one time for credit.
- Lab to be taken concurrently with DRAM 1351 and DRAM 1352

DRAM 1310 - Introduction to Theatre

Survey of many facets of the Dramatic arts including origins of the theatre, basic theories of performance, theatre plants, production organization, terminology, plays, acting, and directing. Designed as a humanities requirement for theatre and non-theatre majors.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

DRAM 1330 - Stagecraft I

Study and application of the methods and components of theatrical production that may include one or more of the following: theater facilities, scenery construction and painting, properties, lighting, costume, makeup, sound, and theatrical management.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 3.0

Restrictions:

- Must also enroll in DRAM 1120

DRAM 1341 - Stage Makeup

Design and execution of makeup for the purpose of developing believable characters. Includes discussion of basic makeup principles and practical experience of makeup application.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 3.0

DRAM 1351 - Acting I

An introduction to the fundamental principles and tools of acting as used in auditions, rehearsals, and performances. This may include ensemble performing, character and script analysis, and basic theater terminology. This exploration will emphasize the development of the actor's instrument: voice, body and imagination. (R)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 3.0

DRAM 1352 - Acting II

Exploration and further training within the basic principles and tools of acting, including an emphasis on critical analysis of oneself and others. The tools include ensemble performing, character and script analysis, and basic theater terminology. This will continue the exploration of the development of the actor's instrument: voice, body and imagination. (R)

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 3.0

DRAM 2120 - Theatre Practicum III

Practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions.

Grade Basis: L
Credit hours: 1.0
Lab hours: 6.0

Restrictions:

- Open to students who have already taken two semesters of DRAM 1120. Laboratory course for extensive participation in theatre activities including use of scenery, lighting, properties, and other facets of technical theatre. May be repeated one time for credit. To be taken concurrently with DRAM 2331.

DRAM 2121 - Theatre Practicum IV

Practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions.

Grade Basis: L
Credit hours: 1.0
Lab hours: 6.0

Restrictions:

- Open to students who have already taken two semesters of DRAM 1121. Lab to be taken concurrently with DRAM 2336 and DRAM 2351. May be repeated one time for credit.

DRAM 2331 - Stagecraft II

Continued study and application of the methods and components of theatrical production that may include one or more of the following: theater facilities, scenery construction and painting, properties, lighting, costume, makeup, sound and theatrical management.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 3.0

Restrictions:

- Must also enroll in DRAM 1120.

DRAM 2389 - Academic Cooperative

An instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of drama.

Grade Basis: L

Viticulture and Enology

Overview

The grape and wine industry is rapidly growing in Texas and across the United States. The Viticulture and Enology Program at Grayson is designed to prepare students for a variety of career opportunities including starting a commercial vineyard and winery and is part of the **Business & Industry Career Pathway**. Most courses are offered as hybrid with a combination of Internet and weekend classroom instruction. This accommodates students who cannot commit to traditional weekday classes without sacrificing hands-on learning. The Viticulture and Enology Program maintains a 3-acre vineyard, an extensive wine laboratory, and an instructional winery. All serve as an excellent learning resources for students.

The Viticulture and Enology Program offers the convenience of Internet instruction combined with weekend class meetings. A typical 3 credit hour course meets two weekends (Saturday & Sunday) a semester and the remainder of the course material is delivered through Canvas, Grayson's Internet teaching platform. This format accommodates those who cannot commit to traditional weekday classes without sacrificing hands-on winemaking and grape growing. The Viticulture and Enology Program is housed in the T.V. Munson Viticulture and Enology Center on Grayson College's West Extension of campus. The T.V. Munson Center contains a large classroom, an extensive wine laboratory, and an instructional winery. Just down the hill from the T.V. Munson Center is the T.V. Munson Memorial Vineyard which is planted to 3 acres of various grape varieties including over 60 of the original varieties bred by T.V. Munson, and other hybrid and vinifera grapes. Both the vineyard and the winery serve as an excellent learning tool for students in the Viticulture and Enology Program. The Viticulture Program and Enology Program also offers one-day outreach seminars and workshops at various locations across the state. These programs focus topics of specific interest to the grape and wine industry, as well as programming that's geared toward new and future industry members. Upcoming outreach programs can be found on the Viticulture and Enology Program Continuing Education page.

Course Requirements

Admission into the Viticulture & Enology program requires that you have a High School Diploma or an equivalent. The Associate of Applied Degree in Viticulture and Enology requires that TSI requirements are met.

Facilities and Location

As an instructional site, the T.V. Munson Center's 5,000-square-foot facility houses a library for research documents and historic memorabilia; classroom and office space; workroom facilities for processing grape plants, juice and wine. Additionally, the Center has classrooms for the delivery of lectures, seminars, workshops and demonstrations. As a repository and research site, the Viticulture and Enology Center houses an extensive set of written materials related to viticulture and enology. Among these documents are historical materials written about, and by, T.V. Munson regarding the breeding of grapes native to this area of the world. The GC Viticulture & Enology Center rests on five acres of land on the College's West Campus—Extension. The Center's hilltop view overlooks the T.V. Munson Memorial Vineyard and is a short one-hour drive from the DFW Metroplex.

AAS Degree Requirements

Associate of Applied Science Degree

Subject	Semester Hours
FDST 1323 (Principles of Viticulture I)	3
*Social & Behavioral Science Core	3
FDST 1370 (Grapevine Biology)	3
ENGL 1301 (Composition I)	3
*Mathematics/Life & Physical Core	3
FDST 2320 (Principles of Viticulture II)	3
MRKG 1191 (Wine Marketing)	1
*Lang, Phil, Culture/Creative Arts Core	3
*Mathematics/Life & Physical Science Core	3
*Social and Behavioral Science Core	3
FDST 1320 (Principles of Enology I)	3
*Lang, Phil, Culture/Creative Arts Core	3

*SPCH 1311, 1315, or 1321	3
FDST 2371 (Grape and Wine Chemistry)	3
FDST 2433 (Wine Types and Sensory Evaluation)	4
FDST 2319 (Principles of Enology II)	3
FDST 2330 (Analysis of Must and Wine)	3
*Elective	5
FDST 2286 (Internship-Food Science)	2
*Social & Behavioral Science Core	3

*Elective must be approved by program coordinator.

*Please review your Student Planner or contact your Student Success Coach/Faculty Advisor to review which courses may be used to fill this degree requirement.

Certificate Degree Requirements

Enology Certificate

Subject	Semester Hours
FDST 1320 (Principles of Enology I)	3
FDST 2371 (Grape and Wine Chemistry)	3
*Mathematics/Life & Physical Science Core	3
FDST 2319 (Principles of Enology II)	3
FDST 2330 (Analysis of Must and Wine)	3
FDST 2286 (Internship-Food Science)	2
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Occupational Skills Award in Brandy and Cider Production

Subject	Semester Hours
FDST 2371 (Grape and Wine Chemistry)	3
FDST 2286 (Internship - Food Service)	2
FDST 1291 (Special Topics in Food Service (Brandy))	2
FDST 1291 (Special Topics in Food Service (Cider))	2
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Viticulture Certificate

Subject	Semester Hours
FDST 1323 (Principles of Viticulture I)	3
FDST 1370 (Grapevine Biology)	3
*Mathematics/Life & Physical Science Core	3
FDST 2320 (Principles of Viticulture II)	3
FDST 2371 (Grape and Wine Chemistry)	3
FDST 2286 (Internship-Food Science)	2
	17

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

FDST 1270 - Wine Laws and Regulations

An overview of federal, state, and local regulations pertaining to wine production and sales. Topics include: state and federal winery permits, wine production, taxation, reporting, labeling, and sales and distribution.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0

FDST 1320 - Principles of Enology I

Designed for training students entering the field of viticulture and enology in the history and development of the wine industry; factors affecting wine quality; winemaking operations including harvest, scheduling, crushing, fermentation, and record keeping.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

FDST 1323 - Principles of Viticulture I

Designed for training students entering the field of viticulture and enology in the basic principles underlying pruning, training, grafting, and propagation of vines; climatic requirements; utilization of crop; economic factors affecting choices of vineyard type and location.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

FDST 1370 - Grapevine Biology

The study of grapevine biology including taxonomy, distribution, morphology, physiology, genetics, and improvement.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

FDST 2286 - Internship – Food Science

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.

Grade Basis: L
Credit hours: 2.0
Lab hours: 8.0

FDST 2319 - Principles of Enology II

Continuation of FDST 1320. Designed for training students entering the field of viticulture and enology in safety, sanitation procedures, analysis and operation of enology facility equipment.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

Prerequisites:

- FDST 1320 - Principles of Enology I

FDST 2320 - Principles of Viticulture II

Continuation of FDST 1323. Designed for training students entering the field of viticulture and enology in the economic and scientific principles of vineyard management practices including irrigation, mineral and carbohydrate nutrition, flower development and fruit set, viral and fungal diseases, and insect control.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

Prerequisites:

- FDST 1323 - Principles of Viticulture I

FDST 2330 - Analysis of Must and Wine

Designed for training students entering the field of viticulture and enology in the principles and practices of wine and fermented beverage analysis including tests for free and total SO2, volatile and titratable acidity, pH, Brix and total alcohol.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

Prerequisites:

- CHEM 1311 - General Chemistry I

FDST 2335 - Winegrowing Regions of the World

A viticulture review of the management systems used in all of the leading wine regions of the world. To include Chablis, Mersault, Montrachet, California, Australia, Chile, Argentina, Medoc, Graves Sauternes, St. Emilion, Tuscany, Mosel, Rhinegau, Loire, Alsace, and how the practices of the regions are best used in Texas and Oklahoma. Formal wine tastings will be conducted each day to determine the strong and or weak components of each wine.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

Prerequisites:

- CHEM 1311 - General Chemistry I

FDST 2371 - Grape and Wine Chemistry

An overview of the chemistry of grapes and wine with a focus on the impact of viticultural and enological factors. Topics include acids, sugars, phenolics, fermentation end- products, additives, winemaking units and calculations, and soil chemistry.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

FDST 2433 - Wine Types and Sensory Evaluation

A study of the major types of wines with an emphasis on the development of sensory evaluation techniques.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 3.0
Lab hours: 3.0

MRKG 1191 - Wine Marketing

Marketing principles, marketing audit, developing a marketing plan, product, promotion, pricing, place and developing new markets.

Grade Basis: L
Credit hours: 1.0
Lecture hours: 1.0

MRKG 1200 - Customer Service

Introduction of techniques to create excellent customer service.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0

FDST 1291 - Special Topics in Food Science - Cider

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 1.0
Lab hours: 3.0

FDST 1291 - Special Topics in Food Service - Brandy

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 1.0
Lab hours: 3.0

Vocational Nursing

Overview - Licensed Vocational Nursing

The Grayson College Vocational Nursing program requires 46 credit hours and can be completed in 12 months. The Vocational Nursing Program meets five days a week and is considered a full time program. Classes begin in August, and students complete three (3) semesters and one (1) minimester with scheduled breaks, completing the program the next July. Clinical course rotations may vary to include day or evening shifts. Upon successful completion of the program, graduates are awarded a certificate in vocational nursing. Graduates must subsequently apply to take the NCLEX-PN exam. If successfully completed, the graduate will be issued a license to practice nursing as a licensed vocational nurse (LVN) by the Texas Board of Nursing.

Detailed information about the program is provided in an information packet, available by sending an email request to lvn@grayson.edu. The applicant should request the Vocational Nursing Information Packet. The packet will be sent to the applicant via email. Completion of this information packet is required for all applicants admitted to the program.

The following general information about the vocational nursing program is current at the time of printing, but all information is subject to change without notice or obligation.

Information for Prospective Students

Detailed information about the program is provided in the VN Information Packet. This packet is available by sending an email request to LVN@grayson.edu. Completion of this information packet is required by June 10th of every year for all applicants to the program

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Accreditation Status

Approved by: Texas Board of Nursing, 333 Guadalupe, Suite 3-460, Austin, TX 78701 Phone: 512.305.7400
www.bon.state.tx.us

Core Performance Standards/Physical & Mental Capabilities

In order to accomplish the objectives of the program, students must be able to meet certain core performance standards. These standards are listed in the VN Information Packet.

Admission Information

Admission to the nursing program is selective, with registration in nursing courses by permission only. Admission to the college does not guarantee admission to the Vocational Nursing Program. To be considered for acceptance into the program, applicants must submit all required application information by the deadlines posted in the VN Information Packet.

Minimum Admission Requirements:

1. Admission to Grayson College
2. Application to the Vocational Nursing Program. The application closing date is found in the Vocational Nursing Information Packet obtained by emailing lvn@grayson.edu
3. Submission of copy of High School transcript or GED to VN Program
4. Completion of the TSI (Texas Success Initiative Assessment), if not taken previously. Information may be found at http://www.grayson.edu.
5. Submission of copies of college transcripts from colleges or universities previously attended to VN Program
6. Completion of HESI Admission Exam with score of 75 or higher on cumulative total of required sections. (HESI Admission exam may be taken two (2) times in a 12 month period).
7. Documentation of current enrollment or successful completion of BIOL 2404 (Survey of Anatomy and Physiology) -or– Human Anatomy and Physiology I and II with labs with a grade of “C” or better.
8. Documentation of ability to complete all required immunizations prior to the start of classes in August. This includes Hepatitis B series, MMR, tetanus and varicella. These immunizations are taken in series and can take up to six (6) months to complete.

All documentation related to these admission requirements should be submitted to the VN Administrative Assistant by the posted deadline. Applications will not be considered for acceptance until the applicant has taken and passed the HESI Admission Exam. Details about the exam are provided in the VN Information Packet.

Selection and Acceptance Procedure

1. Applicants are reviewed for required documentation (after submission deadlines) by the VN Admissions Committee.
2. Only those with complete files will be considered for admission.
3. Applicants will be assessed on point system:
    - Completion of prerequisite course (BIOL 2404) with grade "C" or better.
    - HESI scores. (minimum cumulative score of 75% on required sections.)
4. Applicants will be notified in writing regarding acceptance, standby, alternate or denied status, within 2 weeks of the final deadline date. Applicants will be asked to return a form documenting acceptance of their status. Failure to do so by the specified date will result in acceptance being forfeited.
5. Final acceptance is contingent upon completion of final acceptance requirements, listed below:

Final Acceptance Requirements (Following notification of admission)

1. Application to Texas Board of Nursing (BON) to complete mandatory DPS/FBI background check and fingerprint scan. Instructions on completing the application to the BON are contained in the notification of admission letter received by the applicant. This must be completed within the time frame specified in the acceptance letter.
2. Obtain CPR certification. American Heart Association Healthcare Provider level with a face-to-face demonstration check off.
3. Completed Medical Exam Form (provided at program orientation)
4. Submit proof of a negative TB (tuberculosis) test or negative chest X-ray
5. Complete mandatory orientation requirements. Failure to attend will result in acceptance being forfeited.
6. Pass a urine drug screen and an additional criminal background check, as specified by the Vocational Nursing Program.

Transfer of College Coursework

Students who desire admission to GC must adhere to the GC course transfer policies outlined in the GC Student Handbook. This includes submitting official copies of transcripts from each college or university previously attended to the Office of Admissions and Records and a copy of the transcripts to the VN Program. The Office of Admissions and Records will not send a copy to the VN office. Nursing courses are accepted for transfer only with prior approval of the VN Program Director.

Contact information regarding program approval:

Texas Board of Nursing
333 Guadalupe St #3-460
Austin, TX 78701
512-305-7400
http://www.bon.state.tx.us/

Certificate Degree Requirements

Vocational Nursing Certificate

Subject	Semester Hours
BIOL 2404 (Anatomy & Physiology)	4
VNSG 1304 (Foundations of Nursing)	3
VNSG 1502 (Applied Nursing Skills I)	5
VNSG 1226 (Gerontology)	2
VNSG 1360 (Clinical-LVN Training I)	3
VNSG 1509 (Nursing in Health & Illness II)	5
VNSG 1230 (Maternal-Neonatal Nursing)	2
VNSG 1334 (Pediatrics)	3
VNSG 1361 (Clinical II)	3
VNSG 1219 (Leadership and Professional Development)	2
VNSG 1162 (Clinical-LVN Training II)	1

VNSG 2510 (Nursing in Health & Illness III)	5
VNSG 1262 (Clinical-LVN Training IV)	2
VNSG 1238 (Mental Illness)	2

The Semester Credit Hours are based on a 16-week semester. The Grayson College Vocational Nursing Program adapts the hours to accommodate three (3) 14-week semesters and one (1) three-week minimester.

Capstone Requirement: An external exit exam requirement is included in VNSG 2510.

*Please review your Student Planner or contact your Student Success Coach/Faculty Advisor to review which courses may be used to fill this degree requirement.

VNSG 1162 - Clinical-LVN Training II

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Grade Basis: P
Credit hours: 1.0
Lecture hours: 1.0
Lab hours: 18.0

Restrictions:

- BIOL 2404, VNSG 1304, 1502, 1360, 1133, 1226, 1331, 1509, 1361, 1230, and 1334
- VNSG 1219

VNSG 1219 - Leadership and Professional Development

Study of the importance of professional growth. Topics include the role of the Licensed Vocational Nurse in the multi-disciplinary health care team, professional organizations, and continuing education.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0

Restrictions:

- BIOL 2404, VNSG 1304, 1502, 1360, 1133, 1226, 1331, 1509, 1361, 1230, and 1334
- VNSG 1162

VNSG 1226 - Gerontology.

Overview of the normal physical, psychosocial, and cultural aspects of the aging process. Addresses common disease processes of aging. Exploration of attitudes toward care of the older adult.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0

Restrictions:

- VNSG 1304, 1502, 1360
- VNSG 1133

VNSG 1230 - Maternal-Neonatal Nursing

A study of the biological, psychological, and sociological concepts applicable to basic needs of the family including childbearing and neonatal care. Utilization of the nursing process in the assessment and management of the childbearing family. Topics include physiological changes related to pregnancy, fetal development, and nursing care of the family during labor and delivery and the puerperium.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0

Restrictions:

- BIOL 2404, VNSG 1304, 1502, 1306, 1133, 1226.
- VNSG 1331, 1509, 1361

VNSG 1238 - Mental Illness

Study of human behavior with emphasis on emotional and mental abnormalities and modes of treatment incorporating the nursing process.

Grade Basis: L
Credit hours: 2.0
Lecture hours: 2.0

Restrictions:

- BIOL 2404, VNSG 1304, 1502, 1360, 1133, 1226, 1331, 1509, 1361, 1230, 1334, 1219, 1162
- VNSG 2510 & 1262

VNSG 1262 - Clinical-LVN Training IV

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Grade Basis: P
Credit hours: 2.0
Lecture hours: 2.0
Lab hours: 18.0

Restrictions:

- BIOL 2404, VNSG 1304, 1502, 1360, 1133, 1226, 1331, 1509, 1361, 1230, 1334, 1219, 1162
- VNSG 2510 & 1238

VNSG 1304 - Foundations of Nursing

Introduction to the nursing profession including history, standards of practice, legal and ethical issues, and role of the vocational nurse. Topics include mental health, therapeutic communication, cultural and spiritual diversity, nursing process, and holistic awareness.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- BIOL 2404. TSI complete. Acceptable scores on required HESI exam components. Acceptance into the program is required to register for the first nursing course.
- VNSG 1502, 1360, 1133

VNSG 1334 - Pediatrics

Study of the care of the pediatric patient and family during health and disease. Emphasis on growth and development needs utilizing the nursing process.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- BIOL 2404, VNSG 1304, 1502, 1306, 1133, 1226, 1230
- VNSG 1331, 1509, 1361

VNSG 1360 - Clinical-LVN Training I

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Grade Basis: P
Credit hours: 3.0
Lab hours: 18.0

Restrictions:

- BIOL 2404. TSI complete. Acceptable scores on required HESI exam components. Acceptance into the program is required to register for the first nursing course.
- VNSG 1304, 1502, 1133

VNSG 1361 - Clinical II

A health-related, work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. Direct supervision is provided by the clinical professional.

Grade Basis: P
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 18.0

Restrictions:

- BIOL 2404, VNSG 1304, 1502, 1306, 1133, 1226.
- VNSG 1331, 1509, 1230

VNSG 1502 - Applied Nursing Skills I

Introduction to and application of primary nursing skills. Emphasis on utilization of the nursing process and related scientific principles.

Grade Basis: L
Credit hours: 5.0
Lecture hours: 4.0
Lab hours: 4.0

Restrictions:

- BIOL 2404. TSI complete. Acceptable scores on required HESI exam components. Acceptance into the program is required to register for the first nursing course.
- VNSG 1304, 1360, 1133

VNSG 1509 - Nursing in Health & Illness II

Introduction to common health problems requiring medical and surgical intervention.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Restrictions:

- BIOL 2404, VNSG 1304, 1502, 1306, 1133, 1226.
- VNSG 1331, 1361, 1230

VNSG 2510 - Nursing in Health & Illness III

Continuation of Nursing in Health and Illness I. Further study of common medical-surgical health problems of the client including concepts of mental illness. Incorporates knowledge necessary to make the transition from student to graduate vocational nurse.

Grade Basis: L
Credit hours: 5.0
Lecture hours: 5.0

Restrictions:

- BIOL 2404, VNSG 1304, 1502, 1360, 1133, 1226, 1331, 1509, 1361, 1230, 1334, 1219, 1162
- VNSG 1238 & 1262

Web Based Small Business Development

Overview

Helping small businesses develop their presence in the electronic marketplace is the focus of this unique program. Students learn the skills necessary to manage a small business, oftentimes a home-based business. This program includes courses in Web Design Tools, Interface Design, Introductory Database, and Project Analysis & Design as well as courses in Marketing, Economics, Business, Computer Science, and communication.

Students can complete three levels of training:

- Web Based Small Business Foundation Certificate (18 credit hours)
- Web Based Small Business Development Certificate (33 credit hours)
- Web Based Small Business Development Associate of Applied Science Degree (60 credit hours)

AAS Degree Requirements

Associate of Applied Science Degree

*Please review your Student Planner or contact your Student Success Coach/Faculty Mentor to review which courses may be used to fill this degree requirement.

Subject	Semester Hours
COSC 1301 (Intro to Computer Science)	3
IMED 1341 (Interface Design)	3
BUSG 1304 (Financial Literacy)	2
BUSI 1301 (Business Principles)	3
ENGL 1301 (Composition I)	3
ITSC 1309 (Integrated Software Applications)	3
BUSG 1302 (E-Business Management)	3
MATH 1314 (College Algebra) or MATH 1324 (Precalculus for Business)	3
MRKG 1302 (Principles of Retailing)	3
IMED 1316 (Internet Web Page Design I)	3
ACNT 1303 (Intro to Accounting I) or ACNT 2301 (Principles of Financial Acct.)	4
*ECON 2301 (Principles of Microeconomics) or ECON 2302 (Principles of Macroeconomics)	3
MRKG 1311 (Principles of Marketing)	3
ARTS 1301, HUMA 1301, PHIL 1301	3
BUSG 2309 (Small Business Management)	3
ITSW 1307 (Introduction to Database)	3
COSC 1336 (Program Fundamentals I) or ITSE 2317 (Java Programming)	3
SPCH 1311, SPCH 1321, or ENGL 2311	3
MRKG 2333 (Principles of Selling)	3
IMED 2313 (Project Analysis and Design-**Capstone**)	3

*Please review your Student Planner or contact your Student Success Coach/Faculty Advisor to review which courses may be used to fill this degree requirement.

Certificate Degree Requirements

Web Based Small Business Development Certificate

Subject	Semester Hours
COSC 1301 (Intro to Computer Science)	3
BUSG 1304 (Financial Literacy)	3
IMED 1341 (Interface Design)	3

BUSI 1301 (Business Principles)	3
ITSC 1309 (Integrated Software Applications)	3
BUSG 1302 (E-Business Management)	3
MRKG 1302 (Principles of Retailing)	3
IMED 1316 (Internet Web Page Design I)	3
MRKG 1311 (Principles of Marketing)	3
IMED 2313 (Project Analysis and Design - Capstone	3
BUSG 2309 (Small Business Management)	3
	33

Web Based Small Business Foundation Certificate

Subject	Semester Hours
COSC 1301 (Intro to Computer Science)	3
MRKG 1311 (Principles of Marketing)	3
IMED 1341 (Interface Design)	3
BUSI 1301 (Business Principles)	3
ITSC 1309 (Integrated Software Applications)	3
BUSG 1304 (Financial Literacy)	3
	18

IMED 1341 - Interface Design

Interface design process including selecting interfaces that are relative to a project's content and delivery system. Emphasis on aesthetic issues such as iconography, screen composition, colors, and typography.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

IMED 2313 - Project Analysis and Design

Application of the planning and production processes for digital media projects. Emphasis on copyright and other legal issues, content design and production management. Capstone Course.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 3.0

ITSE 1301 - Web Design Tools

Designing and publishing Web documents according to World Wide Web Consortium (W3C) standards. Emphasis on optimization of graphics and images and exploration of the tools available for creating and editing Web documents.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

IMED 1316 - Web Design I

Instruction in web design and related graphic design including mark-up languages, and browser issues.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 2.0
Lab hours: 4.0

ITSE 2317 - Java Programming

Java programming for applications and web applets.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0
Lab hours: 1.0

Welding

Overview

The Welding Program prepares students to understand and utilize most of the basic welding processes to join such metals as carbon, aluminum, and stainless steel, which will provide them with the information and training to step directly into employment. The program will also prepare students for many types of employment related to welding, such as engineering, quality control, manufacturing technician, etc.

Grayson College offers an Associate of Applied Science degree and two certificates of completion that train students in **Combination Welding** and **Structural Welding**.

Many of the Welding courses may be taken for non-credit through the College's Continuing Education division. Classes are available on the Main Campus and the South Campus.

Course Requirements

The Associate Degree, the Structural Welder Certificate and the Combination Welder Certificate require a High School Diploma or equivalent. The Associate of Applied Science Degree requires that TSI requirements are met.

Capstone Experience

Graduation with the Associate of Applied Science Degree in Welding or the completion of the Combination or Structural Welding Certificate requires successful completion of a Comprehensive Exit Exam.

Local Employers

ACS, B-Line, Caterpillar, Champion Cooler Custom Bodies, Dutec, Magna-Fab, Mueller Construction, Progress Rail, Plyler Construction, Weld-Co

AAS Degree Requirements

Associate of Applied Science Degree

Subject	Semester Hours
WLDG 1421 (Introduction to Welding Fundamentals)	4
WLDG 1428 (Introduction to Shielded Metal Arc Welding)	4
DFTG 1309 (Basic Computer-Aided Drafting)	3
MATH 1332 (Contemporary Mathematics)	3
WLDG 1457 (Intermediate Shielded Metal Arc Welding)	4
WLDG 1430 (Introduction to Gas Metal Arc)	4
*Life, Phil, Culture/Creative Arts Core	3
BUSI 2309 (Small Business Management)	3
WLDG 1434 (Introduction to Gas Tungsten Arc Welding)	4
DFTG 1425 (Blueprint Reading)	3
WLDG 2447 (Advanced Gas Metal Arc Welding)	4
ENGL 1301 (Composition I)	3
*Social & Behavioral Science	3
WLDG 2451 (Advanced Gas Tungsten Arc Welding)	4
WLDG 2406 (Intermediate Pipe Welding)	4
SPCH 1321 (Business & Professional Communication)	3
ELPT 1311 (Basic Electrical Theory)	3

Capstone Experience: All students must complete the capstone requirement: successful completion of a comprehensive exit exam prior to graduation.

*Please review your Student Planner or contact your Student Success Coach/Faculty Advisor to review which courses may be used to fill this degree requirement.

Certificate Degree Requirements

Welding—Combination Welder Certificate

Subject	Semester Hours
WLDG 1421 (Introduction to Welding Fundamentals)	4
WLDG 1428 (Introduction to Shielded Metal Arc Welding)	4
WLDG 1457 (Intermediate Shielded Metal Arc Welding)	4
WLDG 1430 (Introduction to Gas Metal Arc Welding)	4
WLDG 1434 (Introduction to Gas Tungsten Arc Welding)	4
WLDG 2406 (Intermediate Pipe Welding)	4
DFTG 1425 (Blueprint Reading)	3
WLDG 2451 (Advanced Gas Tungsten Arc Welding)	4
WLDG 2447 (Advanced Gas Metal Arc Welding)	4

Capstone Experience: All students must complete the capstone requirement: successful completion of a comprehensive exit exam prior to graduation.

Welding—Structural Certificate

Subject	Semester Hours
WLDG 1421 (Introduction to Welding Fundamentals)	3
WLDG 1428 (Introduction to Shielded Metal Arc Welding)	3
WLDG 1430 (Introduction to Gas Metal Arc Welding)	3
WLDG 1457 (Intermediate Shielded Metal Arc Welding)	3

Capstone Experience: All students must complete the capstone requirement: successful completion of a comprehensive exit exam prior to graduation.

WLDG 2406 - Intermediate Pipe Welding

A Comprehensive course on the welding of pipe using shielded metal arc welding (SMAW) and/or other processes. Welds will be done using various positions. Topics covered include electrode selection, equipment setup, and safe shop practices.

Grade Basis: L
Credit hours: 4.0
Lab hours: 2.0

WLDG 1421 - Introduction to Welding Fundamentals

An introduction to the fundamentals of equipment used in oxyacetylene and arc welding including welding and cutting safety, basic oxyacetylene welding and cutting, basic arc welding processes and basic metallurgy.

Grade Basis:
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 6.0

WLDG 1428 - Introduction to Shielded Metal Arc Welding (SMAW)

An introduction shielded metal arc welding process. Emphasis placed on power sources, electrode selection, oxy-fuel cutting, and various joint designs.Instruction provided in SMAW fillet welds in various positions.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 6.0

WLDG 1430 - Introduction to Gas Metal Arc (MIG) Welding

A study of the principles of gas metal arc welding, setup and use of GMAW equipment, and safe use of tools/ equipment. Instruction in various joint designs.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 6.0

WLDG 1434 - Introduction to Gas Tungsten Arc (TIG) Welding

An introduction to the principles of gas tungsten arc welding (GTAW), setup/use of GTAW equipment and safe use of tools and equipment. Welding instruction in various positions on joint designs.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 6.0

WLDG 1457 - Intermediate Shielded Metal Arc Welding (SMAW)

A study of the production of various fillets and groove welds. Preparation of specimens for testing in all test positions. Prerequisites; WLDG 1421, Introduction to Welding Fundamentals and WLDG 1428, Introduction to Shielded Metal Arc Welding (SMAW)

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 6.0

Prerequisites:

- WLDG 1421 - Introduction to Welding Fundamentals
- WLDG 1428 - Introduction to Shielded Metal Arc Welding (SMAW)

WLDG 2447 - Advanced Gas Metal Arc (MIG) Welding

Advanced topics in GMAW welding, including welding in various positions and directions.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0
Lab hours: 6.0

Prerequisites:

- WLDG 1430 - Introduction to Gas Metal Arc (MIG) Welding

WLDG 2451 - Advanced Gas Tungsten Arc (TIG) Welding

Advanced topics in GTAW welding, including welding in various positions and directions. Prerequisite: WLDG 1434, Introduction to Gas Tungsten Arc (TIG) Welding.

Grade Basis: L
Credit hours: 4.0
Lecture hours: 2.0

Lab hours: 6.0

Prerequisites:

- WLDG 1434 - Introduction to Gas Tungsten Arc (TIG) Welding

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