

EASTERN  
ARIZONA  
COLLEGE

2022-2023

ACADEMIC  
CATALOG

LOOK  
INSIDE! 

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## OFFICIAL DOCUMENT NOTICE

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

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

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

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

# MISSION AND INTRODUCTION

## VISION

Inspire and empower students for lifetime success through a sense of community and world-class education.

## MISSION

Eastern Arizona College is a student-centered institution that prepares individuals to thrive in a complex, ever-changing world through accessibility, cultural development, and innovative educational programs.

## PURPOSES

The College shall:

- Provide university transfer degree programs and courses.
- Offer associate degree and certificate programs that meet workforce needs of the local and global communities.
- Maintain quality support services to assist students in identifying and achieving personal, educational, and career goals.
- Support the educational, cultural, and economic needs of the community.
- Offer activities and programs that promote general student welfare while fostering an environment in which students can develop leadership, citizenship, and character.
- Provide innovative activities and programs that foster life-long learning.
- Facilitate opportunities beyond traditional two-year programs through collaborative partnerships.

## VALUES

- |                  |             |              |
|------------------|-------------|--------------|
| • Accountability | • Inclusion | • Innovation |
| • Integrity      | • Quality   | • Tradition  |

## DIVERSITY AND INCLUSION COMMITMENT

Eastern Arizona College values diversity and inclusion and commits to fostering a welcoming, fair and respectful environment in which all are given the opportunity to meet their educational goals. The focus of this commitment is built on the foundation of a community that appreciates, welcomes, and is ready to harness the unique talents and expertise of our widely diverse and dynamic community. EAC recognizes that an important aspect of higher education is exposure to different cultures, perspectives, and beliefs and wishes to foster this through curricular and co-curricular activities.



## PRESIDENT'S WELCOME

Welcome to Eastern Arizona College, the oldest and most beautiful community college in Arizona. Nestled in the Gila Valley and surrounded by mountain ranges, EAC is steeped in tradition and ready to provide a great start to your future. We offer certificates and associate degrees that will prepare you to enter the job market with marketable skills or transfer to the university of your choice.

Eastern Arizona College has developed a long tradition of academic excellence and student success. We are fully accredited by The Higher Learning Commission and our qualified and caring faculty and staff are excited to help you achieve your goals. We believe there is something for everyone at EAC, and your success is our goal.

I invite you to visit our campus, talk with our faculty, and prepare yourselves for a collegiate experience that will surpass your expectations. On behalf of Eastern Arizona College, I look forward to seeing you on campus.

A handwritten signature in black ink that reads "Todd Haynie".

Todd Haynie  
President

## Eastern Arizona College Founded 1888 District Governing Board

Jeff B. Larson, Chair  
Brad Montierth, Secretary  
Richard W. Mattice, Member  
Lois Ann Moody, Member  
Tina C. McMaster, Member

## College President

Todd Haynie

## Greenlee County Advisory Committee

### MEMBERSHIP:

General Community Duncan (Chair) .....	Donald Merrell (6-30-22)
Business Community .....	Kimberly Henderson (6-30-22)
General Community, Morenci .....	Christin Harper (6-30-22)
Health Services Representative .....	Brianna Morales (6-30-24)
General Community, York .....	Steve Rutherford (6-30-24)
Representative, Morenci Schools .....	Joe Garcia (6-30-24)
Representative, Duncan Schools .....	Eldon Merrell (6-30-23)
General Community, Clifton .....	Armando Carrillo (6-30-23)
Freeport McMoRan .....	Martha Lujan (6-30-23)
Greenlee County Board of Supervisors .....	David Gomez (Ex Officio)

## ACCREDITATION

Eastern Arizona College is accredited by the Higher Learning Commission.

Higher Learning Commission  
230 South LaSalle Street, Suite 7-500  
Chicago, Illinois 60604-1411  
Phone: (800) 621-7440 or (312) 263-0456  
Fax: (312) 263-7462  
Email: info@hlcommission.org  
Web: www.hlcommission.org

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

The names of associates, agencies, or governmental bodies which accredit, approve, or license Eastern Arizona College can be viewed at [www.eac.edu/about\\_eac/Accreditation](http://www.eac.edu/about_eac/Accreditation). Additional information on EAC's accreditation standing and procedures can be obtained by contacting Aaron Westerfield at (928)428-8339 or aaron.westerfield@eac.edu.

## STATE AUTHORIZATION

Eastern Arizona College has been authorized by the National Council for State Authorization Reciprocity Agreement (SARA) to offer online classes to students residing outside of Arizona. SARA requires EAC to follow an established common set of standards to offer post secondary distance education among member states, districts, and territories.

## HISTORY

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

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

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

## EAC ALUMNI ASSOCIATION

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

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

Today, the Alumni Association boasts a membership of over 30,000 individuals. The Alumni Association has a Board of Directors and three standing committees to assist in fulfilling its purposes. The Alumni Association provides scholarships, reunions, and other alumni events to support current students and alumni.

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

## EAC ALUMNI ASSOCIATION BOARD

Cindy Olvey, President  
Larry Rapier, Treasurer  
Becky Johnson, Secretary  
William Bone, Director  
Lois Ann Moody, Director  
Jody Peck, Director  
Molly Steffens, Director  
Sandra Thompson, Director  
Todd Haynie, Director (President, EAC)  
Joel Biggs, Director (President, EAC Foundation)

## EAC FOUNDATION

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

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

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

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

For over 125 years, support for Eastern Arizona College and its educational mission has come in many forms. It is the continued generosity and commitment of alumni, businesses, and friends of the College that has been instrumental in helping Eastern produce students ready for success and achievement in the world of tomorrow. If you would like more information, please contact the executive director of the EAC Foundation at (928) 428-8295 or 1-800-678-3808.

## EAC FOUNDATION BOARD

Joel Biggs, President  
David Konopnicki, Vice-President  
Ann John, Secretary  
Susan Turley, Treasurer  
Cindy Olvey, Director (President, EAC Alumni Association)  
Todd Haynie, Director (President, EAC)  
George Lord, Director  
Michael Andazola, Director  
Verlene Anderson, Director  
D. Blaine Greer, Director  
Tyson Richins, Director

# ACADEMIC CALENDAR

## FALL SEMESTER 2022

Registration and drop/add for the Fall 2022 Semester begins March 21, 2022

July 25	Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
August 15-19	Thatcher Campus faculty advising (appointment suggested – check curriculum pages for advisor contact information)
August 17	Greenlee County in-person registration at Morenci High School-EAC Office, 6:30-8:30 p.m.
August 18	Financial aid and scholarship funds available
August 18	Thatcher Campus residence halls open at 9:00 a.m. and food service facilities open at noon
August 22	Classes begin
August 26	Last day to register and add classes
August 29	Last day to withdraw without record and receive refund for semester-length courses
September 5	Labor Day Holiday
October 7	Fair Day Holiday (Columbus Day Observed)
October 12	Registration and drop/add begins for Spring 2023 Semester
November 11	Veterans Day Holiday
November 23-25	Thanksgiving Holiday (Thatcher Campus food service facilities close November 23 at 6 p.m. Food service facilities reopen November 27 at 2 p.m.)
December 9	Last day for students to withdraw with a "W" for semester-length courses
December 12-15	Final Exams (Thatcher Campus food service facilities close December 15 at 6 p.m. Residence halls close December 16 at 9 a.m. Food service and halls reopen January 14)
December 19	Tuition and fee payments due for Spring 2023 Semester (classes will be cancelled for students with unpaid tuition and fees)
December 23-30	Christmas Holiday - All offices closed
December 31	Scholarship Applications due

## SPRING SEMESTER 2023

Registration and drop/add for the Spring 2023 Semester begins October 12, 2022

December 19	Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
January 2	New Year's Day Holiday
January 9-13	Thatcher Campus faculty advising (appointment suggested – check curriculum pages for advisor contact information)
January 11	Greenlee County in-person registration at Morenci High School-EAC Office, 6:30-8:30 p.m.
January 13	Financial aid and scholarship funds available
January 14	Thatcher Campus residence halls open at 10:00 a.m. and food service facilities open at noon

January 16	Martin Luther King Jr./Civil Rights Day Holiday
January 17	Classes begin
January 20	Last day to register and add classes
January 24	Last day to withdraw without record and receive refund for semester-length courses
February 20	Presidents' Day Holiday
March 1	Graduation Petitions due
March 1	Scholarship Applications due
March 13-17	Spring Break (Thatcher Campus food service facilities close March 10 at 6 p.m. Residence halls close March 11 at 9 a.m. Residence halls reopen March 19 at 2 p.m. Food service facilities reopen March 19 at 2 p.m.)
March 20	Registration and drop/add begins for Summer Term 2023 and Fall 2023 Semester
May 5	Last day for students to withdraw with a "W" for semester-length courses
May 8-11	Final Exams (Thatcher Campus food service facilities close May 11 at 6 p.m. Residence halls close May 12 at 9 a.m.)
May 12	Commencement Ceremony - 7:30 p.m.

## SUMMER TERM 2023

Registration and drop/add for Summer Term 2023 begins March 20, 2023

May 15	Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
May 29	Memorial Day Holiday
May 30	Classes begin
May 31	Last day to register and add classes which begin at start of term
June 1	Students have until the second day of class to add later starting classes Last day to withdraw without record and receive refund for classes which begin at start of term Students have until the fourth day of a later starting class to withdraw and receive a refund
July 4	Independence Day Holiday (Observed)
August 4	Last day to withdraw with a grade of "W" is the last day of class Final Exams given the last day of class

## FALL SEMESTER 2023

Registration and drop/add for the Fall 2023 Semester  
begins March 20, 2023

July 24	Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
August 14-18	Thatcher Campus faculty advising (appointment suggested – check curriculum pages for advisor contact information)
August 16	Greenlee County in-person registration at Morenci High School-EAC Office, 6:30-8:30 p.m.
August 17	Financial aid and scholarship funds available
August 17	Thatcher Campus residence halls open at 9:00 a.m. and food service facilities open at noon
August 21	Classes begin
August 25	Last day to register and add classes
August 28	Last day to withdraw without record and receive refund for semester-length courses
September 4	Labor Day Holiday
October 6	Fair Day Holiday (Columbus Day Observed)
October 11	Registration and drop/add begins for Spring 2024 Semester
November 10	Veterans Day Holiday
November 22-24	Thanksgiving Holiday (Thatcher Campus food service facilities close November 22 at 6 p.m. Food service facilities reopen November 26 at 2 p.m.)
December 1	Last day for students to withdraw with a "W" for semester-length courses
December 11-14	Final Exams (Thatcher Campus food service facilities close December 14 at 6 p.m. Residence halls close December 15 at 9 a.m. Food service and halls reopen January 13)
December 11	Tuition and fee payments due for Spring 2024 Semester (classes will be cancelled for students with unpaid tuition and fees)
December 22-29	Christmas Holiday - All offices closed
December 31	Scholarship Applications due

March 1	Scholarship Applications due
March 18-22	Spring Break (Thatcher Campus food service facilities close March 15 at 6 p.m. Residence halls close March 16 at 9 a.m. Residence halls reopen March 24 at 2 p.m. Food service facilities reopen March 24 at 2 p.m.)
March 25	Registration and drop/add begins for Summer Term 2024 and Fall 2024 Semester
May 3	Last day for students to withdraw with a "W" for semester-length courses
May 6-10	Final Exams (Thatcher Campus food service facilities close May 9 at 6 p.m. Residence halls close May 10 at 9 a.m.)
May 10	Commencement Ceremony - 7:30 p.m.

## SUMMER TERM 2024

Registration and drop/add for Summer Term 2024  
begins March 25, 2024

May 13	Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
May 27	Memorial Day Holiday
May 28	Classes begin
May 29	Last day to register and add classes which begin at start of term
	Students have until the second day of class to add later starting classes
May 31	Last day to withdraw without record and receive refund for classes which begin at start of term
	Students have until the fourth day of a later starting class to withdraw and receive a refund
July 4	Independence Day Holiday
August 2	Last day to withdraw with a grade of "W" is the last day of class
	Final Exams given the last day of class

## SPRING SEMESTER 2024

Registration and drop/add for the Spring 2024 Semester  
begins October 11, 2023

December 11	Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
January 1	New Year's Day Holiday (Observed)
January 8-12	Thatcher Campus faculty advising (appointment suggested – check curriculum pages for advisor contact information)
January 10	Greenlee County in-person registration at Morenci High School-EAC Office, 6:30-8:30 p.m.
January 12	Financial aid and scholarship funds available
January 13	Thatcher Campus residence halls open at 10:00 a.m. and food service facilities open at noon
January 15	Martin Luther King Jr./Civil Rights Day Holiday
January 16	Classes begin
January 19	Last day to register and add classes
January 23	Last day to withdraw without record and receive refund for semester-length courses
February 19	Presidents' Day Holiday
March 1	Graduation Petitions due



# DIRECTORIES

## DEPARTMENTS AND PROGRAMS

### Thatcher Campus Departments (Area Code 928)

Department	Phone	Location
Directory Assistance	428-8472	Student Services Building - Lobby
Academic Areas		
Allied Health	428-8336	North Campus - Allied Health Lab
Business	428-8421	Wayne M. McGrath Center for Business and Information Technology
Communicative Arts	428-8461	Academic Programs Building - Room 264
Computers	428-8421	Wayne M. McGrath Center for Business and Information Technology
Emergency Medical Technology	428-8398	North Campus Classrooms - Room 8
Fine Arts - Art	428-8469	South Campus Classrooms - Room 16
Fine Arts Director	428-8200	Fine Arts Auditorium - Room 115
Fine Arts - Music	428-8467	Fine Arts Auditorium - Room 105
Fine Arts - Theatre Arts	428-8460	Fine Arts Auditorium - Room 106
Industrial Technology	428-8437	William J. Bone Industrial Technology Education Center - Room 122
Math	428-8205	Math/Science Building - Room 114
Nursing	428-8324	Nursing Education Center - Room 107
Physical Education	428-8414	Guiteau Gymnasium - Room 115
Science	428-8366	Math/Science Building - Room 204
Social Sciences	428-8249	Academic Programs Building - Room 207
Accounting/Fiscal Control	428-8221	Student Services Building - Room 120
Admissions	428-8332	Student Services Building - Room 131
Alumni Association	428-8295	Gherald L. Hoopes Jr. Activities Center, Alumni - Visitor Center
ASU Coordinator	428-8434	Academic Programs Building - Room 252
Athletics		
Athletic Director	428-8414	Guiteau Gymnasium - Room 109
Athletic Office	428-8414	Guiteau Gymnasium - Room 115
Athletic Trainer Room	428-8413	Guiteau Gymnasium - Room 116
Baseball	428-8417	South Campus Classrooms - Room 22A
Basketball, Men's	428-8400	Guiteau Gymnasium - Room 110
Basketball, Women's	428-8418	Guiteau Gymnasium - Room 119
Cheer	428-8211	South Campus Classrooms - Room 23B
ESports	428-8414	Guiteau Gymnasium - Room 115
Softball	428-8411	Guiteau Gymnasium - Room 224
Tennis	428-4067	South Campus Classrooms - Room 23C
Volleyball	428-8410	Guiteau Gymnasium - Room 117
Bookstore	428-8381	Gherald L. Hoopes Jr. Activities Center
Campus Police	428-8240	Campus Police Building
Career Planning	428-8341	Student Services Building - Room 143
Cashier	428-8221	Student Services Building - Room 120
Class Registration	428-8270	Student Services Building - Room 163
Computer Services	428-8371	Wayne M. McGrath Center for Business and Information Technology
Counseling	428-8253	Student Services Building - Room 137
District Offices	428-8201	Student Services Building - Room 235
Employment, part-time, on campus		see Work Study Employment
Evaluation/Testing Center	428-8491	Student Services Building - Room 142
Facilities Reservations	428-8354	Gherald L. Hoopes Jr. Activities Center - Student Life Office
Financial Aid	428-8287	Student Services Building - Room 103
First Aid/Emergencies	911	
Food Service-Catering	428-8329	Gherald L. Hoopes Jr. Activities Center

Foundation	428-8295	Gherald L. Hoopes Jr. Activities Center, Alumni - Visitor Center
Gila Hank Cafe	428-8325	Gherald L. Hoopes Jr. Activities Center
Greenlee County	428-8279	Student Services Building - Room 250
Housing, on-campus	428-8605	Residence Towers Lobby, 2nd Floor
Job Placement	428-8341	Student Services Building - Room 143
Library	428-8304	Alumni Library
Maintenance	428-8300	Maintenance
Major Field of Study	428-8270	Student Services Building - Room 163
Marketing and Public Relations	428-8321	Student Services Building - Room 207
Meal Tickets-Payments	428-8221	Student Services Building - Room 120
NAU Representative	(928) 523-4542	Academic Programs Building - Room 253
Occupational Education	428-8404	Student Services Building - Room 218
Official Transcripts	428-8625	Student Services Building - Room 163
Orientation	428-8332	Student Services Building - Room 131
Payments	428-8221	Student Services Building - Room 120
Records & Registration	428-8270	Student Services Building - Room 163
Residence Halls		
Mark Allen	428-8235	Mark Allen Hall
Nellie Lee	428-8415	Nellie Lee Hall
Residence Towers	428-8606	Residence Towers
Wesley Taylor	428-8239	Wesley Taylor Hall
Scholarships	428-8332	Student Services Building - Room 131
Small Business Development Center	428-8590	Small Business Development Center Building
Student Life	428-8354	Gherald L Hoopes Activities Center - Room 114
Intramurals	428-8384	Gherald L Hoopes Activities Center - Room 114
Monday Monster	428-8384	Gherald L Hoopes Activities Center - Room 114
Monster Exchange /Food Pantry	428-7027	Monster Exchange
Monster Pit/Game Room	428-8439	Gherald L Hoopes Activities Center - Room 151
Student Activities	428-8384	Gherald L Hoopes Activities Center - Room 114
Student Government	428-8384	Gherald L Hoopes Activities Center - Room 114
Club & Organizations	428-8384	Gherald L Hoopes Activities Center - Room 114
Swimming Pool	428-8419	Swimming Pool
Tickets/Reservations	428-8228	Gherald L. Hoopes Jr. Activities Center - Ticket Office
Tutoring	428-8446	Student Learning Center (Inside Alumni Library)
Veterans Services	428-8287	Student Services Building - Room 103
Wellness Center	428-8416	Guitteau Gymnasium Room - 232
Work Study Employment	428-8287	Student Services Building - Room 103
Yearbook	428-8218	Academic Programs Building - Room 254

## GREENLEE COUNTY PROGRAMS

### Morenci

Joe Garcia, Morenci Coordinator  
Morenci High School Guidance Counselor  
P.O. Box 1060  
Morenci, AZ 85540  
(520) 507-1807  
jgarcia@morenci.org

### EAC Greenlee Extension Office

#### Thatcher Campus

Keith Alexander  
928-428-8279  
keith.alexander@eac.edu

Administrative Assistant  
Sasha Wiltbank  
928-428-8278  
sasha.wiltbank@eac.edu

## PRISON PROGRAMS

### Arizona State Prison—Safford Complex

#### EAC Program

896 S. Cook Rd.  
Safford, AZ 85546  
EAC Office: (928) 428-4698, Ext. 2510

#### Federal Correctional Institution—Safford

#### EAC Program

P.O. Box 820  
Safford, AZ 85546  
EAC Office: (928) 428-6600, Ext. 1185

# THATCHER ADMINISTRATION AND FACULTY

- |  |  |   |  |
|--|--|---|--|
| <b>Lori Abd El Mottelb</b><br><i>A.G.S., Eastern Arizona College</i><br>Associate Director, Marketing and Public Relations   | <b>Christina Bejarano</b><br><i>Manager, Food Services</i>   | <b>Tonka Curtis</b><br><i>B.A., San Diego State University</i><br><i>M.A., University of Arizona</i><br>Professor   | <b>Craig Hackett</b><br><i>B.S., Brigham Young University</i><br><i>M.Ed., Northern Arizona University</i><br>Professor  |
| <b>Lloyd Adams</b><br><i>B.S.Ed., Northern Arizona University</i><br>Associate Professor   | <b>Adam Bingham</b><br><i>A.A.S., Pima Medical Institute</i><br><i>B.S., Grand Canyon University</i><br>Program Director, Radiologic Technology  | <b>Pedro Dabalsa</b><br><i>M.S., Byelorussian State University V.I. Lenin</i><br>Associate Professor  | <b>Shalay Haynie</b><br><i>A.A.S., Eastern Arizona College</i><br><i>B.A., Northern Arizona University</i><br><i>B.S.N., M.S.N., Western Governors University</i><br>Professor |
| <b>Troy Ainsworth</b><br><i>B.S., Arizona State University</i><br><i>M.B.A., Keller Graduate School of management</i><br>Director, Fiscal Control                          | <b>Aaron Burk</b><br><i>B.S., Brigham Young University-Idaho</i><br><i>M.S., Mississippi State University</i><br>Academic Dean   | <b>Scott Dahl</b><br><i>A.A.S., B.F.A., Rochester Institute of Technology</i><br><i>M.A., University at Albany SUNY</i><br><i>M.F.A., University of Massachusetts Amherst</i><br>Associate Professor  | <b>Todd Haynie</b><br><i>B.A., Brigham Young University</i><br><i>M.B.A., Northern Arizona University</i><br>President   |
| <b>Keith Alexander</b><br>Special Assistant to the President, Community and Government Relations   | <b>Gideon Burrows</b><br><i>B.M., M.M., Brigham Young University</i><br><i>M.Ed., University of Idaho</i><br><i>D.M.A., University of North Texas</i><br>Professor   | <b>Duane DeSpain</b><br><i>B.S., M.A., University of Arizona</i><br>Associate Professor   | <b>Jeff Henley</b><br><i>B.F.A., M.A., University of Arizona</i><br>Associate Professor  |
| <b>Franklin Alvarez</b><br><i>A.D., B.M., University of Hartford</i><br><i>M.M., Tolima Music Conservatory</i><br>Professor  | <b>Tammy Campbell</b><br><i>A.A., Mt. San Jacinto College</i><br><i>B.S., California State University San Marcos</i><br><i>M.B.A., Eastern New Mexico University</i><br><i>Ph.D., Northcentral University</i><br>Professor | <b>Geoff DeSpain</b><br><i>A.A., Eastern Arizona College</i><br><i>B.A., Northern Arizona University</i><br><i>M.S., Walden University</i><br><i>M.M., Central Washington University</i><br>Professor | <b>Bobby Holder</b><br><i>B.S., Brigham Young University Idaho</i><br>Evaluator, GEAR UP   |
| <b>Mark Andreason</b><br><i>A.A.S., Utah Valley University</i><br>Associate Professor  | <b>Glen Cashetta</b><br><i>B.A., University of North Carolina - Charlotte</i><br><i>M.F.A., DePaul University</i><br>Associate Professor   | <b>Jason Edington</b><br><i>B.A.S., M.Ed., Northern Arizona University</i><br>Director, Center for Teaching and Learning  | <b>Jeremy Hughes</b><br><i>A.A.S., Eastern Arizona College</i><br>Director, Physical Resources   |
| <b>Paul Anger</b><br><i>B.S.Ed., Northern Arizona University</i><br>Director, Discovery Park Campus  | <b>Travis Catt</b><br><i>A.G.S., Eastern Arizona College</i><br><i>B.S., Brigham Young University - Idaho</i><br><i>M.A., M.S.W., Arizona State University</i><br>Associate Professor                                      | <b>Don Eller</b><br><i>B.A., Southern Oregon University</i><br><i>M.F.A., Western Illinois University</i><br>Technician, Fine Arts  | <b>Kari Hull</b><br><i>B.S.N., Arizona State University</i><br>Coordinator II; Clinical Nursing  |
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*B.A., M.A., Ph.D., University of Arizona*  
Anthropology Faculty

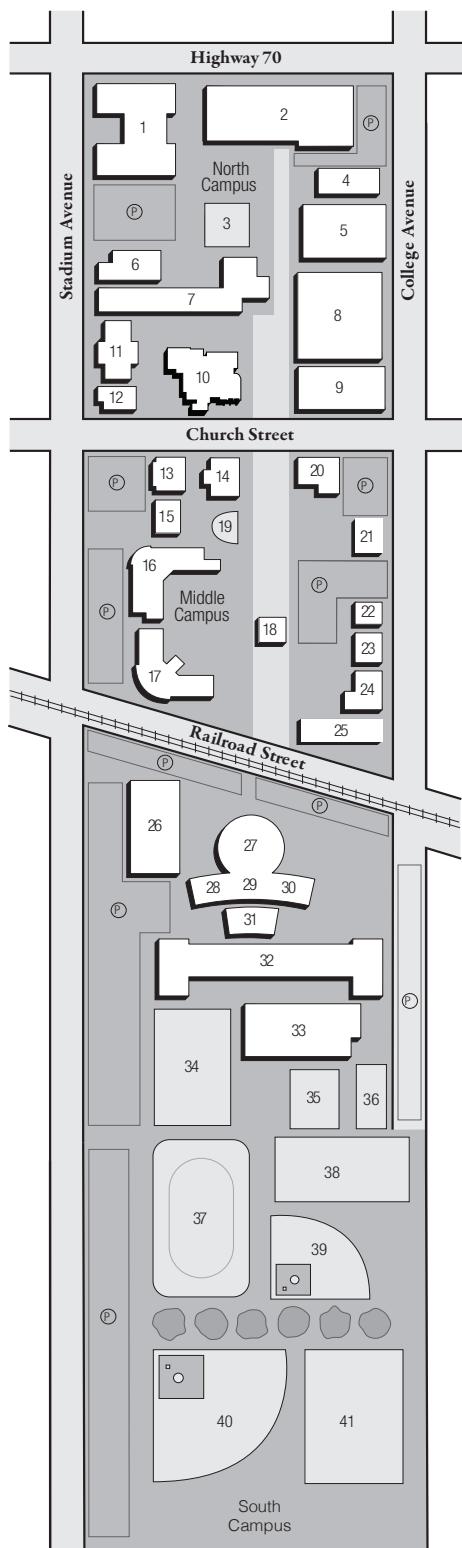
**Rebecca Johnson (1975-2002)**  
*A.A., Eastern Arizona College*  
Executive Assistant

## DIRECTORIES

<b>Steve Johnson (1989-2013)</b> <i>A.A., Eastern Arizona College B.S., M.A., Northern Arizona University</i> Administration of Justice Faculty Director, Center for Teaching and Learning	<b>Michael McCarthy (1994-2017)</b> <i>B.S., M.S., Arizona State University</i> Associate Professor	<b>Ellen Schmidt (1984-1999)</b> <i>B.S., Queens College M.S., Adelphi College</i> Physics Faculty	<b>David Tammer (1983-2006)</b> <i>B.A., M.A., San Francisco State University M.F.A., University of Arizona</i> English Faculty
<b>Terrence Jones (1998-2019)</b> <i>B.S., M.B.A., Arizona State University M.A., Northern Arizona University</i> English Faculty	<b>Brent McEuen (1987-2018)</b> <i>B.S., University of Arizona M.S., Northern Arizona University</i> Executive Vice President	<b>Dona Schreur (1981-2006)</b> <i>B.S., St. Cloud State University M.A., University of Arizona</i> English Faculty	<b>Edward Vergara (1972-1999)</b> <i>B.S., M.A., Northern Arizona University</i> Business Faculty Division Chair, Business
<b>Patricia Jordahl (1993-2016)</b> <i>B.A., Luther College M.A., Western New Mexico University</i> Music Faculty Director of Musical Theatre Division Chair, Fine Arts	<b>Mike McEuen (2007-2018)</b> <i>Chief of Campus Police</i>	<b>Ralph Selensky (1992-2007)</b> <i>A.A., Rio Hondo Junior College B.A., California State College of Long Beach M.Ed., Prairie View A&amp;M University</i> Mathematics Faculty	<b>Charles W. Watson (1977-1999)</b> <i>B.S., M.A., Ph.D., Brigham Young University</i> History/Political Science Faculty
<b>William D. Karlinsey (1976-2002)</b> <i>B.A., University of Washington M.S., Arizona State University</i> Division Chair, Machine Shop Technology Education Faculty	<b>JoAnn Morales (1998-2020)</b> <i>A.A., Eastern Arizona College B.S., M.Ed., Northern Arizona University</i> Early Childhood Education Faculty	<b>Margaret Simonton (2006-2018)</b> <i>B.A., University of California at Berkeley M.A., Ph.D., Washington University of St. Louis Missouri</i> English Faculty	<b>Linda Watts (1990-2001)</b> <i>B.S., M.L., State University of New York</i> Librarian
<b>Norman V. Lanquist (1969-2002)</b> <i>B.A., University of the Pacific M.A., San Francisco State College</i> English Faculty	<b>William Nidiffer (2001-2017)</b> <i>B.A., M.F.A., University of Oklahoma</i> Theatre Design and Production Faculty	<b>Mayuree Siripoon (1996-2016)</b> <i>B.S.N., Mahidol University M.S., D.N.S., Boston University</i> Allied Health Faculty	<b>F. Hal Weaver (1990-2007)</b> <i>B.A., M.A., Ph.D., University of Kansas</i> Dean of Instruction
<b>Dee Lauritzen (1996-2016)</b> <i>B.S., Weber State University M.S., Brigham Young University Ed.D. Northcentral University</i> ITE Faculty	<b>Holly Pascoe (1985-2007)</b> <i>B.S., University of Arizona M.Ed., Northern Arizona University</i> Assistant Dean of Student Life	<b>Randall Skinner (2000-2020)</b> <i>B.S., University of Arizona M.Ed., Northern Arizona University Ph.D., University of Nebraska-Lincoln</i> Associate Dean and Registrar	<b>Darwin Weech (2004-2018)</b> <i>A.A., Eastern Arizona College B.S., Brigham Young University C.P.A., C.G.F.M.</i> Director, Fiscal Control
<b>Charles LaVetter (1966-2002)</b> <i>B.S., University of Arizona M.S., Northern Arizona University</i> Head Men's Basketball Coach	<b>Leon L. Peterson (1962-1995)</b> <i>B.A., Brigham Young University M.A., University of Arizona</i> English Faculty	<b>Charles Smith (2006-2018)</b> <i>A.A., Eastern Arizona College</i> Electrical and Instrumentation Technology Faculty	<b>Dan Welker (2005-2019)</b> <i>A.A., Eastern Arizona College B.S., University of Arizona</i> Director, Physical Resources
<b>Janice Lawhorn (2000-2022)</b> <i>A.G.S., Eastern Arizona College B.A., M.Ed., Northern Arizona University M.S., University of Phoenix Ph.D., Northcentral University</i> Senior Dean	<b>Paul Phelps (1974-2001)</b> <i>B.A., Sterling College, Kansas M.A., University of Oklahoma</i> Director, Public Information	<b>Monte G. Smith (1967-1998)</b> <i>B.S., M.S., Brigham Young University</i> Sociology Faculty	<b>Richard Welker (1980-2004)</b> <i>B.S., University of Arizona M.A., Norwich University Vermont College</i> Chief Business Officer
<b>Gwen Lewis (1980-2009)</b> <i>B.A., University of Arizona M.A., Northern Arizona University</i> Counselor	<b>Sherry Porter (2011-2021)</b> <i>B.S., M.Ed., Northern Arizona University</i> Evaluator, GEAR UP	<b>Glen Snider (2003-2019)</b> <i>B.A., University of Waterloo B.T.H., Ontario Bible College/Tyndale Seminary M.S.W., Wilfrid Laurier University</i> Director, Institutional Research	<b>Ballard T. White (1966-1995)</b> <i>B.S., M.S., Brigham Young University</i> Business Faculty
<b>Sandra Ludwig (2003-2018)</b> <i>B.S.N., M.S.N., University of Phoenix</i> Nursing Faculty	<b>James Quinlan (2006-2021)</b> <i>B.A., Gonzaga University M.Ed., Northern Arizona University</i> Professor	<b>Jose Sosa (1995-2010)</b> <i>B.A., Arizona State University M.Ed., Northern Arizona University</i> Project Director, ASPIRE	<b>Marilyn Wilton (2002-2014)</b> <i>Ph.D., University of New Mexico</i> English Faculty
<b>David Lunt (1980-2001)</b> <i>B.S., M.M.E., Northern Arizona University D.M.A., University of Arizona</i> Vocal/Choral Music Director	<b>Kenny Rhodes (2006-2017)</b> <i>A.A., Eastern Arizona College B.F.A., University of Arizona M.A., Northern Arizona University</i> Art Faculty	<b>Don Spencer (1978-1991)</b> <i>B.S., M.Ed., Brigham Young University</i> Developmental Education Faculty	<b>Priscilla Zuber (1990-2001)</b> <i>B.A., Colorado Women's College M.A., Arizona State University</i> Assistant Dean
<b>James Mark (1988-2010)</b> <i>B.A., M.S., The American University</i> Mathematics Faculty	<b>Robert Richman (2004-2018)</b> <i>B.A., Washington and Jefferson College M.D., Tufts University</i> Allied Health Faculty	<b>Richard Spining (1981-2009)</b> <i>B.A., M.A., M.Ed., University of Arizona</i> Assistant Dean of Counseling	
<b>Gary F. McBride (1966-1988)</b> <i>A.A., Eastern Arizona College B.A., M.A.Ed., Arizona State University</i> Automotive Technology Faculty	<b>Lee Russell (1980-2010)</b> <i>B.A., M.A., Brigham Young University</i> Speech Faculty	<b>Bruce Stanfield (1967-2002)</b> <i>B.S., M.A., Eastern New Mexico University</i> Vice President of Academics and Student Affairs	



# THATCHER CAMPUS MAP



## NORTH CAMPUS

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



## MIDDLE CAMPUS

- 13 Art Building B (Bldg B)
- 14 Layton House
- 15 Art Building C/D (Bldg C/D)
- 16 Academic Programs Building (AP)  
*Communicative Arts and Social Sciences, Human Resources*
- 17 Student Services Building  
*Academic Deans' Offices, Admissions, Cashier, Counseling, Disability Services, District Offices, Evaluation/Testing Center, Financial Aid, Fiscal Control, Human Resources, Institutional Research, Job Placement, Mailroom, Marketing and Public Relations, Records and Registration, Small Business Development, Transition Facilitator*
- 18 Memorial Bell Tower
- 19 Amphitheatre
- 20 Monster Exchange
- 21 Family Consumer Resources Building (FCRB)
- 22 Campus Police
- 23 Costume Shop (CstmSh)
- 24 EAC Small Business Development Center (SBDC)
- 25 Nursing Education Center (NEC)

## SOUTH CAMPUS

- 26 William J. Bone Industrial Technology Education Center (ITB)  
*CAD Drafting Facilities and Automotive, Machine and Welding Shops, Fab Lab, Media Communications*
- 27 Fine Arts Auditorium (FA)
- 28 Choir Room
- 29 Stage
- 30 Scene Shop (SCENE)
- 31 Clara Curtis Bennett Music Building
- 32 South Campus Classrooms (SC)
- 33 Guiteau Gymnasium  
*Athletic Director's Office, Wellness Center*
- 34 Tennis Courts
- 35 Swimming Pool
- 36 Racquetball Courts
- 37 John Mickelson Field
- 38 Lower Practice Field
- 39 Softball Field
- 40 Baseball Field
- 41 Upper Practice Field

(P) Parking Lot

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# GILA COUNTY CAMPUSES

Gila County programs offered in partnership with Gila County Provisional Community College District.

## DISTRICT GOVERNING BOARD

Janet Brocker, President  
Sam Moorhead, Vice President  
Connie Cockrell, Secretary  
Kurt Knauss, CFO/Treasurer  
Fernando Shipley, Member

## VISION STATEMENT

Gila Community College (GCC) is an exemplary provider of post-secondary education and workforce training.

## MISSION STATEMENT

- GCC provides a high quality, affordable and enriching learning environment.
- GCC partners with the private sector governments and other stakeholders to develop career oriented curricula and programs.
- GCC's culture inspires leadership in its faculty, staff and students.

## GILA COUNTY PROGRAMS

### Gila Pueblo Campus

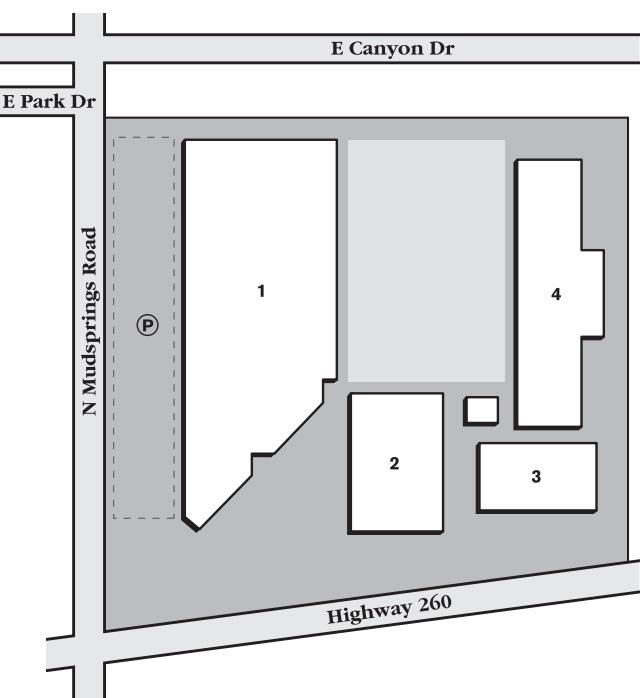
8274 Six Shooter Canyon  
P.O. Box 2656  
Globe, AZ 85502  
Office: (928) 425-8481  
FAX: (928) 425-8492

### Payson Campus

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

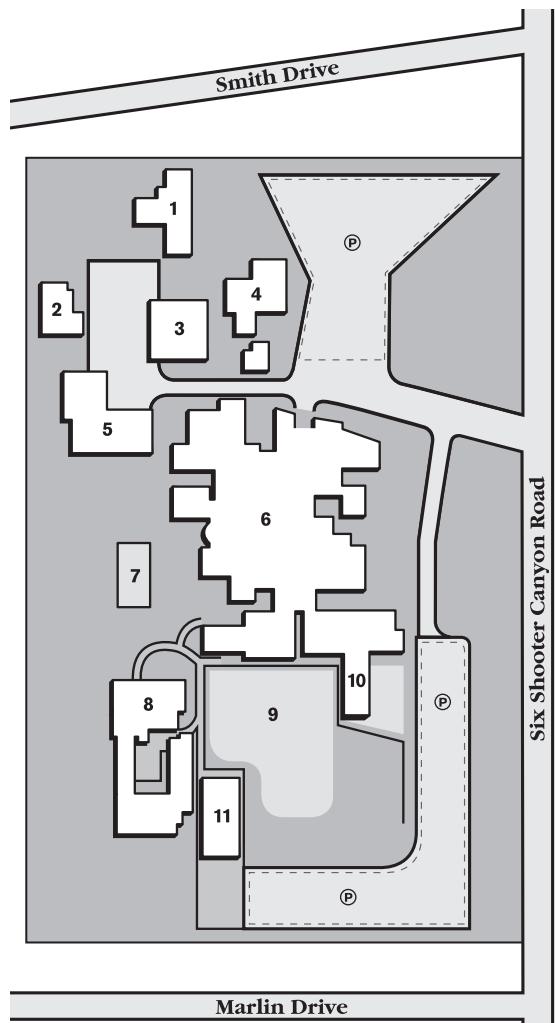
## GILA COUNTY CAMPUSES

# MAPS OF PAYSON AND GILA PUEBLO CAMPUSES



### PAYSON CAMPUS

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



### GILA PUEBLO CAMPUS

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



# ENROLLMENT

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

EAC's ethnically diverse student body represents more than 50 states and territories and 24 foreign countries.

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

Becoming a student at EAC is easy! If you've never attended Eastern Arizona College, you are admitted by establishing a record at EAC.

You can complete and submit the Admissions Application over the Web at [www.eac.edu/apply](http://www.eac.edu/apply).

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

Due to AZ law, all students are classified as out-of-state for tuition purposes until the student has submitted citizenship (Prop 300) documents and AZ residency documents to the Records and Registration Office. For more information see pages 181-184.

In addition, most students will need to submit their official high school transcript to the Records and Registration Office for athletic eligibility, financial aid verification, scholarship eligibility, and course placement.

With very few exceptions, all classes at EAC have a 14 year minimum age requirement. Students younger than 14 may seek permission to participate in classes by petitioning the Academic Standards and Appeals Committee.

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

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

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

Arrange for an official transcript to be sent directly to the EAC Records and Registration Office from every college you have attended.

## NEW STUDENT ORIENTATION

EAC's New Student Orientation is called Monster Bridge. Monster Bridge is offered over the course of one semester and will help you learn about resources and people on campus that can be helpful while navigating your first semester at EAC.

Orientation will teach you how to:

- Navigate campus and find classrooms.
- Meet new people.
- Find class information and academic support services.
- Participate in campus clubs and activities.
- Connect and use EAC technology resources.
- Manage time, budgets and social life.
- Find jobs.

## ACADEMIC ADVISING AND REGISTRATION ASSISTANCE

Academic advising and registration assistance are strongly recommended for:

- All new students
- All degree-seeking students
- All students who plan to transfer to another college or university
- All students who are unsure of what major to pursue

Students registering for the first time can expect the following assistance from the Counseling Office:

- Academic Advising: Counselors and Faculty Advisors will help identify **your** academic goals and develop an educational plan.
- Registration Assistance: Counselors will assist you with learning how to utilize your Gila Hank account for class registration.
- Academic Support: Counselors will guide you on how to access the tools necessary for your academic success.

To make an appointment, contact the EAC Counseling Office at (928) 428-8326 or 1-800-678-3808, Ext. 8326 or email [counseling@eac.edu](mailto:counseling@eac.edu) for more information.

## READING, ENGLISH AND MATH PLACEMENT

**Course Placement.** At Eastern Arizona College, we champion student success; correct course placement is a key component of success. EAC requires assessment of competency in reading, writing and mathematics. Through placement testing, students are able to identify strengths as well as areas that need improvement prior to their enrollment in college-level courses. This assessment process guides students to classes that challenge but don't overwhelm.

In place of assessment, Eastern Arizona College also accepts other measures of college readiness, such as US high school transcripts that are no more than five years old, qualified ACT and SAT scores, and transcripts from other colleges or universities that the student attended previously.

**Reading Proficiency.** A demonstrated reading ability is a prerequisite for many courses and programs. Reading proficiency for most courses and programs can be demonstrated by one of the following methods:

- Earning a grade of "C" or better in ENG 091
- Achieving a minimum score of 250 on the Accuplacer Next Gen reading test
- Earning a grade of "C" or better in 9 credit hours of college courses requiring ENG 091 or equivalent as a prerequisite (if transferring in, credit hours must be transferrable and from a regionally accredited college or university)
- Achieving a minimum score of 18 on the reading portion of the ACT or a minimum score of 480 on the Evidence-Based Reading & Writing portion of the SAT (taken within the last 5 years)
- High School Cumulative Grade Point Average of 3.0 (if graduated in the last 5 years or currently in high school with 2+ years of completed high school coursework)

**Math and English Skills Assessment.** Students who intend to enroll in English, math or general education courses for the first time may be required to take the English and math skills assessments prior to enrollment. In place of assessment, multiple measures may be utilized to correctly place students in these courses.

**Scheduling Placement Testing.** You may take placement assessments by appointment during regular business hours on the Thatcher campus. If you are from out of the area, you may be able to schedule a remote testing session. For more information, contact the Counseling Department at (928) 428-8326 or 1-800-678-3808, Ext. 8326 or email [counseling@eac.edu](mailto:counseling@eac.edu).

## INTERNATIONAL STUDENTS

Eastern Arizona College is authorized under Federal law to enroll nonimmigrant students. Notice will be sent to the student indicating either acceptance or denial after the Records and Registration Office has received all of the following items. Contact the Records and Registration Office to obtain forms and more information. All items need to be received by June 1 for fall semester and by October 15 for spring semester.

- International Student Admissions Form
  - \$25 non-refundable application fee payable in U.S. dollars.
  - Housing Application and deposit (if College housing is desired)
  - Official transcript of high school and college work. High school transcripts (or the equivalent) must include signature of school official and clearly indicate a date of graduation. An official translation of your high school record must be submitted. The translation should indicate names of all courses taken, and grades obtained.
  - Completed medical examination
  - TOEFL test scores. The minimum TOEFL paper-based test score we accept is 500, the minimum TOEFL computer-based test score we accept is 173, and the minimum TOEFL internet-based test score we accept is 61. For information on the TOEFL, write to TOEFL Services, Educational Testing Service, P.O. Box 6151, Princeton, NJ 08541-6151, USA or go to [www.ets.org/toefl](http://www.ets.org/toefl).
  - Certification of Finances
  - Proof of hospitalization insurance
- After being admitted to Eastern Arizona College, the International Student is responsible for completing all Immigration and Naturalization Service (INS) requirements. Students may not enroll in classes at Eastern Arizona College without the I-20 Certificate of Eligibility form on file in the Records and Registration Office.
- More specific information about international student admissions is available at the following links:  
 FAQ - <https://www.eac.edu/Admissions/International/faq.shtm>  
 Admissions Procedures - <https://www.eac.edu/Admissions/International/procedures.shtm>  
 Admissions Paperwork (Adobe Acrobat file) - <https://www.eac.edu/Admissions/International/packet.pdf>
  - For more information, see [studyinthestates.dhs.gov](http://studyinthestates.dhs.gov).

# TUITION AND FEES

## TUITION AND FEES FOR 2022-2023

The exact amount you will spend on college expenses will depend on your class schedule (textbooks needed, fees, etc.) and your housing and meal arrangements. Below is an estimate of the costs **per semester**, based on enrollment in 15 credit hours.

	Arizona Residents	Out-of-state Non-resident	Students from WUE States
General Tuition and Fees	\$1,395	\$1,395	\$1,395
Books & Incidentals	600*	600*	600*
Room & Meals**	1,900*	1,900*	1,900*
Out-of-State Tuition	NA	4,350	697
<b>TOTAL:</b>	<b>\$3,895*</b>	<b>\$8,245*</b>	<b>\$4,592*</b>

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

\*\*Meal Plan C: \$500 declining balance, double occupancy room (least expensive option).

## REFUNDABLE TUITION AND FEES FOR 2022-2023 (GRAHAM, GREENLEE AND GILA COUNTIES)

Credit Hours	Arizona Residents*	Out-of-state Non-resident	Students from WUE States
1	\$93	\$383	—
2	\$186	\$766	—
3	\$279	\$1,149	—
4	\$372	\$1,532	—
5	\$465	\$1,915	—
6	\$558	\$2,298	—
7	\$651	\$2,681	—
8	\$744	\$3,064	—
9	\$837	\$3,447	—
10	\$930	\$3,830	—
11	\$1,023	\$4,213	—
12	\$1,116	\$4,596	\$1,674
13	\$1,209	\$4,979	\$1,813
14	\$1,302	\$5,362	\$1,953
15 & over	\$1,395	\$5,745	\$2,092
Audit Fee**		\$35 per credit hour	
Hlgh School / Dual Enrollment Tuition		\$65 per credit hour	
Non-Credit Course Fee**		\$40 per credit hour	

### Notes:

- (1) Total general tuition and fees charge is \$93 a credit hour up to a maximum of \$1,395.
- (2) Tuition may be charged at \$46.50 per 1/2 credit or less. Additional out of state at \$145 per 1/2 credit or less.
- (3) Misc fees as may be necessary to meet special program requirements.
- (4) Proposed rate targets O/S tuition at not less than 100% of actual 2020-21 operating cost per FTSE, less general tuition at 2020-21 rates.
- (5) Fee is in addition to general tuition and fees.

(6) In addition to general tuition and fees, O/S tuition and fees charge is \$290/CH up to a maximum of \$4,350.

(7) In addition to general tuition and fees, charged in lieu of O/S for students from WUE states and Texas.

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

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

## NONREFUNDABLE FEES FOR 2022-2023

### Allied Health/Nursing:

Nursing lab fee	\$375 per term
Nursing testing/resource fee	\$100 per term
EMT lab fee	\$35 per credit hour
EMT 103 lab fee	\$210
Paramedic lab fee (EMT 210 & 212)	\$475 per term
Paramedic lab fee (EMT 214)	\$435 per term

### Check returned fee:

1st time	\$25
Additional	\$30

### CLEP administrative fee

Course fees (per term):	
Cooking lab fee	\$30

Cosmetology course and supply fees are required and non-refundable

Jewelry course fee	\$15
Lapidary course fee	\$15
Lifeguard training fee	\$85
Private music lesson fee	\$350
Personal Training fee	\$617

Welding course fee	\$25
CPR card replacement fee	\$15

Credit by exam (per credit hour, in addition to General Tuition)	\$35
Diploma/Certificate replacement fee	\$15
ID card replacement fee	\$10
International student admission application fee	\$25

Library:	
Overdue books fee	.05 per day
Overdue DVD/CD/videos fee	.50 per day
Overdue reserve books fee	.50 per hour

Miscellaneous activities fees	To be determined
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Parking Violation:	
1st Offense	\$10
Additional	\$15

Transcripts:	
Transcript fee	\$10

Exam Fees:	
HVAC Exam	\$20
EPA HVAC Exam	\$35
CDL Exam	\$350
CDL Exam (non-student)	\$500

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

1. Online via the Gila Hank Student Portal (Recommended).
2. By Phone. Dial (928) 428-8221 Option 2 to speak to a cashier.

## TUITION AND FEES

3. By mail via check or money order.
4. At the Fiscal Office (Fiscal offices are located at the Graham, Globe and Payson Campuses).

You may pay with your Visa, MasterCard, American Express or Discover card online, over the phone and at the Fiscal Office.

\*Note: debit/credit card payments will be assessed a 2.75% non-refundable fee by the card processor.

Students can avoid paying debit/credit card fees by choosing the ACH (E-Check) payment option available online through Gila Hank.

You may also mail a check or money order to the following address:

Attn: Cashier  
Eastern Arizona College  
615 N. Stadium Ave  
Thatcher, AZ 85552

Please make checks payable to Eastern Arizona College.

Cash payments can be made at the Fiscal Offices located in Thatcher, Globe and Payson but are discouraged due to Covid-19 restrictions and the inherent risks involved in students carrying large sums of money on their person.

Students may also choose to enroll in an online payment plan managed by Nelnet Business Solutions. Those choosing the payment plan option pay an up front enrollment fee of \$25 which enables them to spread their tuition, dorm and declining meal plan expenses over several months. Payment plans are only available online through Gila Hank. Choose the Financial link located on the home screen then click the "pay" option. Payment plan options include ACH (E-Check) and debit/credit card (card processing fees do apply).

Registration is not complete until all tuition and fees and outstanding debts or balances are paid, or one is successfully enrolled in an online payment plan.

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

Classes will be automatically cancelled if tuition and fees are not paid by the fourth Monday in July for fall semester and the second Friday in December for spring semester. The Academic Calendar in the catalog specifies the dates by which all fees or financial aid arrangements are due. If payment is not received by these dates, your registration will be cancelled. If your registration is cancelled, you may not be able to get back into all your classes. Don't let this happen to you! Be sure all financial arrangements are made by the date due.

## TUITION WAIVERS

### NEW MEXICO

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

- Be a resident of New Mexico.
- Declare a Program of Study/Major

- Fill out a New Mexico Out-of-State Tuition Waiver Application in your Gila Hank Account
- Maintain full-time student status while on the waiver, completing at least 12 credit hours at a minimum 2.0 GPA per semester
- For priority consideration, students should register for classes as soon as possible prior to the semester of attendance.

All students must fulfill Prop 300 and residency to be eligible.

Valid and current supporting documentation from your state of residence must accompany your New Mexico application:

- Drivers license
- Motor vehicle registration
- State income tax return for previous year
- High school transcript
- Property ownership document
- Dependency status indicated on parent's federal income tax return from previous year
- Bank statement addressed to your state of residency

A tuition reciprocity agreement is made by and between the New Mexico Commission on Higher Education and Eastern Arizona College (and other community colleges in Arizona). The purpose of the agreement is to enable selected students from New Mexico to enroll at designated institutions of higher education in the State of Arizona with authorization to pay Arizona resident undergraduate tuition rates, and to enable an equal number of selected students from the State of Arizona to enroll at Western New Mexico University in New Mexico with authorization to pay New Mexico resident undergraduate tuition rates.

**New Mexico students are not eligible to establish Arizona Residency to in-state tuition purposes until one year after discontinuing the New Mexico Waiver.**

## SENIOR CITIZEN

Senior Citizens who are at least age 55 are eligible for a tuition waiver. To receive the waiver, proof of continuous Arizona residency must be provided to the Records Office. All students must fulfill Prop 300 and residency to be eligible.

Valid and current supporting documentation include (must be dated at least 1 year ago):

- AZ Driver's license
  - AZ Motor vehicle registration
  - AZ State income tax return for previous year
  - Bank statement or utility bill addressed to your Arizona residence
- Senior citizens from out-of-state are eligible to have their in-state portion of tuition waived.

## WESTERN UNDERGRADUATE EXCHANGE (WUE)

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

- Be a legal resident of participating states—Alaska, California,

Colorado, Guam, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, Northern Marianas Islands, Oregon, Republic of the Marshall Islands, South Dakota, Utah, Washington, or Wyoming.

- Texas residents, while not officially included in the WICHE consortium, are also invited to attend Eastern Arizona College as WUE eligible.
  - Declare a Program of Study/Major
  - Maintain full-time student status while on the waiver completing at least 12 credit hours at a minimum 2.0 GPA per semester
  - Fill out a WUE Application in your Gila Hank Account
- All students must fulfill Prop 300 and residency to be eligible.

Valid and current supporting documentation from your state of residence must accompany your WUE application:

- Drivers license
- Motor vehicle registration
- State income tax return for previous year
- High school transcript
- Property ownership document
- Dependency status indicated on parent's federal income tax return from previous year
- Bank statement addressed to your state of residency

## WHAT IS EAC'S REFUND POLICY?

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

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

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

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

**Special Provision Refunds:** Students with extenuating circumstances may petition the Admissions and Academic Standards Appeals Committee for a prorated tuition refund. Petitions are submitted via Gila Hank Online. Extenuating circumstances shall be limited to the following:

1. **Serious illness or injury:** Illness or injury qualifies for a Special Provisions Refund when the condition impeded the student's ability to attend class, submit assignments, or complete scheduled exams in a timely manner and causes the student to fall behind to the extent that the student's performance and grade will be impaired as a direct

result of the illness or injury. Written verification is required from the student's physician, on the physician's letterhead, verifying that illness or surgery prevents the student from being able to attend classes, or that attending classes would jeopardize the health of other students in class.

**2. Death of the Student or an immediate family member:**

Qualifying family members shall include immediate family members i.e., father, mother, siblings, son, daughter, or spouse. The student must provide a death certificate or an obituary indicating the relationship to the deceased.

Any request for Special Provisions refund must be made in the same academic term as the withdrawal. Requests made after the academic term will not be considered.

Any Special Provisions refund granted will be prorated as follows:

The final withdrawal occurs within the first 25% of the academic term, 75% of tuition refunded.

The final withdrawal occurs within the first 50% of the academic term, 50% of tuition refunded.

The final withdrawal occurs within the first 75% of the academic term, 25% of tuition refunded.

The final withdrawal occurs after 75% of the academic term, no refund shall be made.

The student transcript will continue to show the classes registered for with a grade of "W". "Withdrawal Without Record" (WOR) will not be awarded as this may cause EAC to be out of compliance with Federal Financial Aid.

In the event any federal financial aid monies are to be returned to the government, those returns will be deducted from the refund and the student receives only what may be remaining.

**Other Refunds:** Students who wish to appeal the refund policy may do so by petitioning the Admissions and Academic Standards Appeals Committee. Petitions are submitted via Gila Hank Online.

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

A student who receives a Special Provision Refund or Active Duty Refund may also be granted a prorated refund for residence hall and meal ticket expenses.

**Residence Halls Refunds:** For refunds of reservation deposits or room costs, please refer to the "Housing and Dining Facilities" section of this catalog on page 22.

**Meal Plan Refunds:** For refunds of meal plans, please refer to the "Housing and Dining Facilities" section of this catalog on page 23.

**Refund Petitions:** Petitions for waiver of refund policies for residence halls and meal plans may be filed with the Dean of Students. Petition forms can be picked up in the Student Life Office located in the Gherald L. Hoopes Jr. Activities Center, Room 114, or by calling (928) 428-8354 to have a copy sent to you.

# HOUSING AND DINING FACILITIES

## HOUSING AVAILABILITY AND RESERVATIONS

Residence hall facilities are available on the Thatcher campus for both men and women. Tour arrangements of these facilities can be made with the Admissions Office when you visit campus or by calling (928) 428-8272. For students considering off-campus options, the Student Life Office maintains a web site directory of private facilities available for rent. Inquiries concerning the directory can be made by calling (928) 428-8354.

On campus residence hall spaces are limited, especially during the fall semester. Students are encouraged to apply for space as soon as they can by submitting a Housing Application and a \$150 reservation deposit. This deposit will be applied to the cost of the hall space as the student pays the balance of the room fee. No further deposit payment is required for subsequent semesters. Hall space assignments are made on a first-come, first-served basis, based on the date the Housing Office receives your application and deposit. Preference will be given to full-time students for College housing. Student must be 18 years of age or older by 45th day of the semester. Students may apply online on EAC's web site, [www.eac.edu/Campus\\_Life/Housing/formChoice.shtm](http://www.eac.edu/Campus_Life/Housing/formChoice.shtm). Students may print a PDF version of application from this same link and send it with a deposit payment by mail. If you have question about the application and assignment process, please contact the Housing Office at (928) 428-8605.

EAC reserves the right to deny on campus housing, change room assignments, or remove a student from College housing if it is felt to be in the best interest of the student and/or the College.

EAC is not responsible for the loss, theft, or damage to personal property. Firearms, simulated weapons, any kind of projectile weapon and/or other weapons, explosives of any kind, intoxicating liquors, illegal drugs, or any mind-altering substances are prohibited in the residence halls and elsewhere on College property at all times. Those in violation will be subject to Student Conduct sanctions and/or possible expulsion from EAC and restricted items confiscated. Pets are not allowed in the residence hall areas or rooms at any time.

## RESIDENCE HALL ROOM FEES FOR 2022-2023

Mark Allen, Nellie Lee and Wesley Taylor Halls are traditional, like gender residence halls, with double occupancy rooms. Room costs are \$1,100 for the fall or spring semester.

In Mark Allen Hall, single occupancy/private rooms are available at the room cost of \$1850 per semester.

Residence Towers are four like-gender student suites adjoining a common area, with four students per suite. Room costs are \$1,850 for

the fall or spring semester.

Room and meal plan fees must be paid prior to the date the residence halls open for the semester. If fees are not paid by this date, your reservation will be subject to cancellation and your reservation deposit forfeited. Students not checking into assigned hall space by the end of the first day of class for that semester will be subject to the cancellation of their reservation and forfeit of deposit. Residence hall room costs are subject to annual change.

## HOUSING DEPOSIT

A \$150 reservation deposit is required to be included with Housing Application to reserve hall room space on campus. The deposit will be applied to the cost of the room fee. No further deposit is necessary to reserve space for subsequent semesters. Individual or communal damage expenses will be charged to student(s) as they occur.

## HOUSING CANCELLATIONS AND REFUND ELIGIBILITY

Students, whose plans have changed and are no longer planning to reside in an on-campus residence hall, are encouraged to cancel their reservation as soon as possible, so that available space can be freed for other students waiting for hall space.

Students may cancel residence hall reservations online on EAC's web site, Residence Hall Reservation Confirmation/Cancellation link, [www.eac.edu/Campus\\_Life/Housing/ConfirmCancel.shtm](http://www.eac.edu/Campus_Life/Housing/ConfirmCancel.shtm) or by notifying the Housing Office at (928) 428-8605. Cancellations received on or before July 15 for the fall semester, or on or before December 15 for the spring semester, will result in a full refund of the \$150 hall reservation deposit (and room fees if paid). Cancellations after these dates will result in a forfeit of the reservation deposit.

Hall residents must complete a check-out with the hall Head Resident when they move out to avoid any additional charges to their account.

If a hall resident has paid their room cost and cancels their reservation on or before the halls open for the semester, but after July 15 (Fall)/December 15 (Spring), they will be eligible for a full refund of the room cost minus the deposit. If the hall resident has checked into their hall space and then checks out prior to the end of the academic registration period for that semester, they will be eligible for a 50% refund of the room cost. If the hall resident checks out after the end of the academic registration period for that semester, they will not be eligible for a refund of the room cost.

## CAMPUS DINING

Campus Dining is located in the NW corner of the Gherald L. Hoopes Jr. Activities Center Lobby. Meals are served both cafeteria-style and in Gila

Hank's Deli. Gila Hank's Deli has extended hours of service throughout the day and evenings.

All students who live in a residence hall are required to purchase a meal plan option each semester. Any student, faculty, staff, or guests of the College may purchase food and beverages A La Carte in the cafeteria and Gila Hank's Deli with cash, credit card, or debit card.

Meal plan costs are subject to annual change.

[https://www.eac.edu/Campus\\_Life/Dining/options.shtm](https://www.eac.edu/Campus_Life/Dining/options.shtm)

### **FOOD SERVICE REFUNDS:**

Students who completely withdraw from EAC and cancel their food service prior to the last Friday in October for the Fall semester or the last Friday in March for the Spring semester will be eligible for a refund of the unused portion of the initial meal plan purchase. Reloaded meal cards are not eligible for a refund.

## FACILITIES CLOSED

On campus residence halls are closed to all students during the semester break between the fall and spring semesters and during Spring Break. Fall semester student residents returning for the spring semester may leave their personal possessions in the hall room to which they have been assigned. Students are not required to remove personal possessions from rooms during the Spring Break.

Student residents not returning after the fall semesters are expected to check-out of the hall by 9 a.m. of the closure date of the hall or earlier. Students not checking out by this date/time will be subject to a daily-rate charge.

All spring semester student residents must check-out of residence halls by 9 a.m. of the closure date of the hall. Students not checking out by this date/time will be subject to a daily-rate charge.

Any exceptions to hall closures, check-out dates/times, or check-in dates/times must be approved by the Director of Student Life or the Housing Office.

Food service/dining hall is closed for meal plan use during scheduled hall closures and Thanksgiving day. At times during the fall and spring semesters, school picnics/BBQs are held on campus. An alternate meal schedule may be imposed during these times or the meal may be replaced by the picnic/BBQ activity.

For additional information concerning hall closures and food service on campus, please contact the Housing Office at (928) 428-8605 or the Student Life Office at (928) 428-8354 or visit the websites: [https://www.eac.edu/Campus\\_Life/Dining/options.shtm](https://www.eac.edu/Campus_Life/Dining/options.shtm), or [https://www.eac.edu/Campus\\_Life/Housing/](https://www.eac.edu/Campus_Life/Housing/).



# FINANCIAL AID

The Financial Aid Office's mission is to provide Eastern Arizona College (EAC) students, prospective, current, and past, with prompt, accurate and courteous assistance.

To help students meet the financial obligations of college attendance, EAC administers a varied and comprehensive financial aid program. Financial aid is designed to bridge the gap between the costs of attending college and what students and their families are expected to contribute. Citizens, or eligible non-citizens of the United States, may apply for assistance regardless of sex, age, color, religion, marital status, national origin, pregnancy related conditions, handicap, or veteran disability.

The U.S. Department of Education, through EAC, offers three major student financial aid programs:

1. Federal Pell Grant
2. Federal Supplemental Educational Opportunity Grant (FSEOG)
3. Federal Work Study (FWS)

Eastern Arizona College does not participate in the Federal Direct Student Loan program.

A complete description of these programs is available online at: [www.studentaid.gov](http://www.studentaid.gov).

To be considered for financial aid, the following is required:

1. Complete an application for admissions, <https://www.eac.edu/forms/SIF.shtm>.
2. Complete the Free Application for Federal Student Aid (FAFSA), resulting in a Student Aid Report (SAR). The FAFSA can be completed on the web at: [www.studentaid.gov](http://www.studentaid.gov). For tips on how to complete the FAFSA go to 7 Things You Need Before Filling Out the FAFSA Form: <https://studentaid.gov/articles/filling-out-fafsa/>. To sign this application electronically and access your federal financial aid account in the future, apply for an FSA ID at: <https://studentaid.gov/fsa-id/create-account/launch>.
3. Documentation of information submitted on financial aid applications is required if the Central Processor selects it for a process called verification or EAC has conflicting information.
4. The student meets all other eligibility requirements as established by the U.S. Department of Education, State of Arizona, Eastern Arizona College and/or the funding agency.

Additional information or help is available through the Financial Aid Office. Please come in or call with your questions. It is important to have the right answer the first time rather than being delayed by inaccurate information. Corrections can be made electronically by the Financial Aid Office or online at the FAFSA web site using your FSA ID.

In general, eligibility for financial aid (Title IV funds) is determined through the following criteria.

- Student demonstrates financial need: when student's institutional Cost of Attendance (COA) minus FAFSA results or Expected Family Contributions (EFC), results in a need. The FAFSA also determines

eligibility for Pell Grant.

- Student is enrolled in courses that leads to a declared certificate or degree with a minimum duration of not less than one academic year (30 weeks of instruction) and not less than 16 credit hours.
- Student's total number of credit hours enrolled in each semester.
- Student meets Satisfactory Academic Progress standards as established by Eastern Arizona College, and in compliance with federal regulations.
- Student does not owe an overpayment to a federal grant program.
- Student has not received 600% or 6 years of full time Pell Grant.
- Student is not in default on a Perkins, FFELP or FDSL loan.
- Students who have earned a bachelor's degree are not eligible for financial aid at EAC.
- Student has provided EAC with transcripts from all previously attended institutions and these transcripts have been evaluated by the Registrar.

If a financial need has been demonstrated and the necessary qualifications have been met, assistance in the form of grants, work-study and/or scholarships may be made. Generally a "package" of aid or a combination of different types of assistance is awarded.

Because family capabilities vary, each aid award is designed specifically to fit the student's circumstances. All awards are made based on an academic year beginning with fall semester and ending with Summer Term II; so a FAFSA must be completed each year. Students will be notified by e-mail through an "award letter" or the online Financial Aid System called "My Financial Aid" at: [www.eac.edu/NetPartnerStudent/Logon.aspx](http://www.eac.edu/NetPartnerStudent/Logon.aspx). The award is based on the availability of funds and may be adjusted at any time.

## FINANCIAL AID DISBURSEMENTS

Financial aid is disbursed to individual student accounts no earlier than 10 days prior to the first day of class. Generally, the first disbursement of grants and scholarships is two business days preceding the first day of the semester. Thereafter, disbursements are generally made on Thursday of each week. If after tuition, EAC approved fees, on campus board and room, and other student authorized charges are paid, and a balance remains, the balance will be paid by EAC to BankMobile. Students will select through BankMobile the method of payment, whether by check, direct deposit to personal bank accounts, or a debit card provided by BankMobile. Students can request an EAC check by contacting the Fiscal Control Office prior to the disbursement of funds for a given semester.

## TRANSFER STUDENTS FROM OTHER INSTITUTIONS

If a student transfers to or from one school to another, previous financial aid awards will not automatically transfer. To receive aid at the new school, check with that school's financial aid office to find out what aid programs are available and what steps are required to receive it. Midyear transfer students to EAC must notify the Financial Aid Office of the transfer status

so that required documents can be requested. Federal regulations require that EAC conduct a process called 'Transfer Monitoring' before disbursing financial aid. Academic transcripts from previously attended institutions are also required.

## WORK STUDY

Eastern Arizona College provides many part-time work opportunities for students who have completed a FAFSA and been determined eligible for the Institutional or Federal Work Study Programs. Employment is available in a variety of on and off campus jobs, including office clerks, lab assistants, custodial crews, library helpers, America Reads tutors and others. Federal student employment is part of an award package. Institutional student employment is awarded upon hire. Work study job opportunities can be found on the EAC web site at: [www.eac.edu/Student\\_Services/Financial\\_Aid/jobs.shtml](http://www.eac.edu/Student_Services/Financial_Aid/jobs.shtml). This web site also guides the work study recipient through the employment process.

## SATISFACTORY ACADEMIC PROGRESS REQUIREMENTS

The Eastern Arizona College (EAC) Financial Aid Office is required by federal regulations to monitor academic progress toward a degree or certificate for all degree seeking financial aid applicants. As a result, the Financial Aid Office reviews grades and attempted coursework of all applicants, whether or not aid was received, prior to the awarding of financial aid and following each period of enrollment. All students receiving financial aid are required to meet the standards listed below. Credit hours earned prior to receiving financial aid are subject to these standards. Students who do not meet these standards will be placed on financial aid warning, probation or suspension as stated.

## STANDARDS

- Satisfactory academic progress toward a degree or certificate includes maintaining a cumulative grade point average of 2.00 (C), or its equivalent. The student must continue to earn a cumulative GPA of 2.0 throughout the course of attendance. Grade point values are: A = 4.0, B = 3.0, C = 2.0, D = 1.0, F = 0. Passing (P) grades do not count toward GPA but do count as completed course work.
- Satisfactory academic progress toward a degree or certificate also includes the total number of credit hours attempted each semester. Federal regulations require students to complete their program of study in a 150% time frame. The pace of progress, as established in this policy, requires students to complete a minimum of 67% of attempted credit hours. The completion rate is calculated by earned hours divided by attempted hours equal's completion rate. Transferred credit hours, as determined by the Registrar, will be added to the total hours attempted and earned when calculating the completion rate and 150% time frame. Anytime a student changes their major the 150% time frame does not renew.
- Student's seeking additional degrees from EAC are limited as follows. After earning a first Associates degree of any type, a student may earn an additional 30 credit hours toward a second Associates degree but may not exceed 96 total credit hours. Students are limited to three

certificates. Hours attempted while obtaining any degree count toward the aggregate of 96 credit hours. Students seeking a third Associates degree or fourth certificate are suspended from receiving Title IV financial aid even if they have fewer than 96 total credit hours.

- All repeated course work will be calculated as attempted hours. In accordance to federal regulations students can repeat a failed course until it is passed. A student can repeat a passed course once to improve the grade. However, once a student earns a degree a course within the completed degree cannot be repeated for a higher grade.
- The college does not consider Withdrawals (W), Fail (F), Incomplete (I), as successfully completed course work when determining the minimum hours completed. Courses dropped without record before expiration of the add/drop period are not counted against maximum time frame.
- There is no academic amnesty for financial aid recipients per federal regulations. Academic amnesty is when a student has successfully petitioned for withdrawal without record to have a Withdrawn or Failing grade removed from the transcript. Financial aid will still count removed course(s) as attempted credit hours.
- Students may receive federal aid for up to 30 credit hours of remedial coursework. The student must be accepted as a regular student in a degree program and need the remedial coursework to successfully complete required degree courses. Up to 30 credit hours of remedial coursework will be excluded from the 150% maximum time frame measurement. Remedial coursework does count towards the GPA calculation and the measurement to determine the students required 67% pace of progress.

## WARNING STATUS

Students who do not comply with either the GPA or minimum credit hour completion ratio will receive a single semester of warning status. During this warning period the student must improve his/her GPA to a cumulative 2.0 and/or complete and make up deficient credit hours reaching a 67% completion rate. If a student earns a cumulative GPA that is below 1.0 no warning period will be given. If a student earns 2 or less credits in a semester no warning period will be given unless earned hours divided by attempted hours is equal to or greater than 67%.

## SUSPENSION STATUS

Students who do not achieve a GPA of 2.0 or make up deficient credit hours during a period of warning will be placed on financial aid suspension status. Students who earn a semester GPA of less than 1.0 will be placed on suspension status unless their cumulative grade point average remains a 2.0 or higher. Students who earn 2 or less credit during a single semester will be placed on suspension status unless their earned hours divided by attempted hours is equal to or greater than 67%. A transfer student who withdraws from all courses their first semester at EAC will be placed on suspension status.

## MAXIMUM CREDIT HOURS SUSPENSION

The maximum number of credit hours a student may attempt and still be eligible for financial aid is 150% of the credits required to complete a declared degree, generally 96 credit hours for an associate's degree. This includes credits accepted as transfer to EAC. In keeping with institutional policy, the transferred GPA will not be included in the college's calculation of the institutional GPA. A student will be suspended prior to exceeding the 150% time frame if this time frame will be exceeded during the next period of enrollment.

Students completing additional hours beyond the 150% allowed by regulation are required to complete the Maximum Credit Appeal (MCA) form.

## FINANCIAL AID APPEAL PROCEDURE FOR SUSPENSION BASED ON NON-SATISFACTORY ACADEMIC PROGRESS

A student whose financial aid eligibility has been suspended must meet the following conditions in order to regain financial aid eligibility:

1. Complete the necessary credit hours on personal resources to improve cumulative GPA to a 2.0.
2. Complete the necessary credit hours on personal resources to achieve a 67% completion ratio.

If a student feels there were circumstances beyond his/her control that affected academic performance he/she may submit an appeal for a probationary period.

Suspended students will receive a suspension notice from the Financial Aid Office with information on the probationary appeals process. The appeal form is online at: [https://www.eac.edu/Student\\_Services/Financial\\_Aid/forms.shtm](https://www.eac.edu/Student_Services/Financial_Aid/forms.shtm).

### Circumstances under which a student is permitted to appeal are:

- Death of a family member.
- Injury or illness of the student.
- Change in employment or work schedule.
- Other special circumstances.

### Document Examples

- Newspaper obituaries or death certificates to substantiate death.
- Physician's written statement to substantiate illness or accident.
- Written statement from clergy, family member, or other third party who knows the situation.
- Written statement from academic advisor or instructor.
- Documentation of change in work schedule that caused inability to attend courses.

Lack of documentation may result in the denial of the appeal.

### Appeal submission and possible outcomes:

1. The appeal is denied for lack of documentation or the financial aid counselor does not feel the documentation is adequate or the students' academic record does not indicate an ability to be successful in their chosen major.

2. A completed Non-Satisfactory Academic Progress Appeal form is submitted to the EAC Financial Aid Office with accompanying documentation within the specified appeals time frame as indicated in the suspension letter.
3. A probation period may be granted for one semester if the student can achieve a cumulative grade point average of 2.0 and/or a completion ratio of 67% within one semester. The student will be notified by email or letter of this determination.
4. A probation period may be granted based on an academic plan if it is not possible for the student to achieve a 2.0 cumulative grade point average and/or 67% completion ratio in one semester. This plan, if followed, will achieve the required cumulative grade point and completion rate when concluded.
5. Failure to adhere to the conditions of the probationary period may result in financial aid termination without the possibility of further appeal. To again become eligible a student must attend on personal resources to improve cumulative GPA and/or achieve a 67% completion ratio.
6. If a probationary period is denied, an appeal to an appeals committee is permitted. This must be received within seven days of the appeal denial. The Financial Aid Office must deem the additional information substantive enough to make a difference to the original outcome. The committee will review the original appeal, the additional documentation, and render a decision within 7 working days. The committee's decision will be provided to the student by letter; it is final and cannot be challenged.
7. If a probationary period is granted based on a financial aid counselors review of the appeal and the student fails to meet the probation conditions; an appeal to the financial aid appeals committee may be possible. The student must submit a non-satisfactory academic appeals form, document the reasons for failing the probationary period and the financial aid office must receive from an EAC Counselor a letter of request for the committee hearing. The counselor's letter must state the reason(s) the committee should consider the students appeal. The committee will review the documentation, and render a decision within 7 working days. The committee's decision will be provided to the student by letter; it is final and cannot be challenged.

## FINANCIAL AID APPEAL PROCEDURE FOR A MAXIMUM CREDIT APPEAL

Suspension resulting from exceeding the maximum time frame of a 150% to complete degree requirements may be appealed to the Financial Aid Office.

### Appeal submission and possible outcomes:

The student will obtain the required appeal document at: [https://www.eac.edu/Student\\_Services/Financial\\_Aid/forms.shtm](https://www.eac.edu/Student_Services/Financial_Aid/forms.shtm). The appeal must be submitted within the specified time frame as indicated in the suspension letter.

The student will complete all sections of the appeal. The student will print from their Gila Hank a degree audit based on the degree listed

on the appeal form. A copy of this degree audit must be attached to the appeal. The student, based on the degree audit, will determine when the needed courses will be taken and list these courses according to semester. Students are encouraged to meet with an Academic Counselor or Advisor to complete the form. The student will agree to the terms of the appeal by reading and signing part three.

The student will submit the completed appeal form to the Financial Aid Office.

The Financial Aid Office will evaluate the appeal and determine if the student's time frame to complete the stated degree is appropriate within federal guidelines. If approved, the appeal and courses outlined will be the contract under which the time frame is extended. The student must abide by this contract. Failure to do so may result in suspension without the opportunity to further appeals. Time frame appeals will be completed for one academic year at a time. Revisions to the contract must be approved by the Financial Aid Counselor prior to enrolling for non-approved courses.

If the appeal for extended time frame is denied a denial notice will be sent to the student by email or letter. The student may appeal this denial within seven days of the date the denial was sent. The appeal must be in writing explaining why the student feels the denial should be reviewed by the financial aid committee. The financial aid committee will review the student's appeal and letter. The decision of the committee will be communicated in writing to the student within seven working days. The committee's decision is final and cannot be challenged.

## DISBURSEMENT POLICY

The U.S. Department of Education requires institutions of Higher Education to institute Cash Management requirements for Title IV programs. These requirements affect the crediting and disbursement of financial aid funds. Highlights of these regulations are as follows:

- The College cannot disburse financial aid funds to a student's account until the student is enrolled in classes for the semester for which the funds are intended.
- The earliest the College may begin crediting a student's account with financial aid funds is 10 days before the first day of the payment period.
- The College can only credit student accounts for allowable charges; i.e., tuition, fees, room and board if on campus. Any discretionary charges on an account may only be credited by financial aid if authorized by the student through a signed statement. This authorization may be rescinded at any time by contacting the Financial Aid Office.
- The College must provide a way for a Federal Pell Grant eligible student to obtain or purchase, by the seventh day of a payment period, the books and supplies required for the payment period if, 10 days before the beginning of the payment period the institution could disburse funds for which the student is eligible, the student would end up with a credit balance and the amount the college determines as needed for books and supplies is less than the credit balance.
- After tuition, fees and other student authorized charges are paid, any remaining award amount will be refunded according to the student's chosen refund option. Students can receive their funds direct from EAC by paper check or they can choose one of two refund options offered through Bank Mobile. Bank Mobile options include Direct Deposit via ACH into a checking account or opening a Bank Mobile Vibe online

checking account. The link for selecting a Bank Mobile option is Refundselection.com. You will need a personal code when selecting a Bank Mobile refund option. Please contact the Fiscal Office (928 428-8221 Option 2) to receive your personal code. Students can view EAC's contract with Bank Mobile at: [https://www.eac.edu/Student\\_Services/Financial\\_Aid/disburse.shtm](https://www.eac.edu/Student_Services/Financial_Aid/disburse.shtm).

## WITHDRAWING/STOPPING ATTENDANCE FROM CLASSES

The federal law specifies how Eastern Arizona College must determine the amount of Title IV program assistance that you earn if you withdraw from all Title IV eligible courses. The Title IV programs that are covered by this law are: Federal Pell Grants, Iraq and Afghanistan Service Grants, and Federal Supplemental Educational Opportunity Grants (FSEOGs). EAC does not participate in the Federal Student Loan Programs.

Though your aid is posted to your account at the start of each semester, you earn the funds as you complete the semester. If you withdraw during the semester, the amount of Title IV program assistance that you have earned up to that point is determined by a specific formula. If you received (or EAC received on your behalf) less assistance than the amount that you earned, you may be able to receive those additional funds. If you received more assistance than you earned, the excess funds must be returned by EAC and/or you.

The amount of assistance that you have earned is determined on a pro rata basis. For example, if you completed 30% of the semester, you earn 30% of the assistance you were originally scheduled to receive. Once you have completed more than 60% of the semester, you earn all the assistance that you were scheduled to receive for that period.

If you did not receive all of the funds that you earned, you may be due a post-withdrawal disbursement. EAC may automatically use all or a portion of your post-withdrawal disbursement of grant funds for tuition, fees, and room and board charges (as contracted with the school). EAC needs your permission to use the post-withdrawal grant disbursement for all other school charges. If you do not give your permission you will be offered the funds. However, it may be in your best interest to allow the school to keep the funds to reduce your debt at the school.

If you receive (or EAC receives) excess Title IV program funds that must be returned, EAC must return a portion of the excess equal to the lesser of:

1. Your institutional charges multiplied by the unearned percentage of your funds, or
2. The entire amount of excess funds.

EAC must return this amount even if it didn't keep this amount of your Title IV program funds.

If EAC is not required to return all of the excess funds, you must return the remaining amount.

Any amount of unearned grant funds that you must return is called an overpayment. The maximum amount of a grant overpayment that you must repay is half of the grant funds you received or were scheduled to receive. You do not have to repay a grant overpayment if the original amount of the overpayment is \$50 or less. You must make arrangements with EAC or the

## FINANCIAL AID

Department of Education to return the unearned grant funds.

The requirements for Title IV program funds when you withdraw are separate from any refund policy that EAC may have. Therefore, you may still owe funds to the school to cover unpaid institutional charges. EAC will also charge you for any Title IV program funds that the school was required to return. If you don't already know EAC's refund policy, you should ask the Registrar's Office for a copy. The Registrar's Office can also provide you with the requirements and procedures for officially withdrawing from school.

If you have questions about your Title IV program funds, you can call the Federal Student Aid Information Center at 1-800-4-FEDAID (1-800-433-3243). TTY users may call 1-800-730-8913. Information is also available on student aid on the web at [www.studentaid.ed.gov](http://www.studentaid.ed.gov).

## FINANCIAL AID PROGRAM DESCRIPTIONS

### Grants

**Federal Pell Grant** - The Federal Pell Grant is a federal Title IV grant program to help undergraduates pay for educational costs after high school. For many students, these grants provide a foundation of financial aid to which aid from other Federal and non-Federal sources may be added. Unlike loans, a Pell Grant does not have to be repaid. In order to receive a Federal Pell Grant a student must be enrolled in an eligible certificate or degree program as outlined in EAC's college catalog. The amount of the award is based upon the Expected Family Contribution (EFC), the cost of attendance, enrollment status, and a payment schedule issued by the U.S. Department of Education. The award may range from \$0 to \$6,495 per academic year. The award schedule may be adjusted pending Congressional budget authorizations. Pell Grants are pro-rated based on credit hours of enrollment: 12 is full time, 9 – 11 is  $\frac{3}{4}$  time, 6 – 8 is  $\frac{1}{2}$  time and < 6 is less than half time.

The U.S. Congress has reinstated the year-round Pell Grant beginning with July 1, 2017. However, the eligibility rules for year-round Pell Grant have not been provided by the U.S. Department of Education. EAC will begin offering the year-round Pell Grant in the summer of 2018.

**Federal Supplemental Educational Opportunity Grant (FSEOG)** - FSEOG is a Title IV grant program which provides additional funds from the Federal Government to exceptionally needy students. This grant must be combined with other forms of aid and is also non-repayable. A grant may range from \$200 to \$2,000 per academic year. These funds are limited and awarded to eligible students who meet the priority service deadline, then to others.

**Leveraging Educational Assistance Partnership Program (LEAP)** - LEAP is a federal grant program matched by the State of Arizona. Only Arizona residents are eligible. The award may range from \$100 to \$1500 per academic year. These funds are limited and awarded to eligible students who meet the priority service deadline, then to others.

**Federal Work Study (FWS)** - The FWS funds provide opportunities for students to work part time and earn income to help meet educational expenses. Salaries must be equal to the current Arizona minimum wage, but the maximum amount a student may earn in an academic

year is determined by the Financial Aid Office. Federal Work Study awards generally range from \$500 to \$4500 per academic year. Federal Work Study students are encouraged to perform community service employment and/or to participate in the America Reads Program. Funds are limited and awarded to eligible students who meet the priority service deadline, then to others.

**Institutional Work Study (IWS)** - The IWS is a student employment program funded by Eastern Arizona College. IWS awards are based on the department budget and the gross amount a student is authorized to earn during a school year. IWS is not a grant; it must be earned through hours worked at a job. IWS funds are awarded upon hire; the student must still locate a work study position, interview, be selected, and complete all employment paperwork.

Additional information on FWS and IWS jobs at EAC can be found in the EAC STUDENT'S WORK STUDY HANDBOOK.

For additional information on Title IV financial aid program specifics, reference "The Student Guide" published by the U.S. Department of Education on the Internet at: [www.studentaid.gov](http://www.studentaid.gov). Alcohol and drug information is also required by law to be given to students. This information is published annually in the "Crime Statistics Report". Information from this report may also be obtained on the Internet at: [https://www.eac.edu/About\\_EAC/Consumer\\_Information/report.pdf](https://www.eac.edu/About_EAC/Consumer_Information/report.pdf).

## COST OF ATTENDANCE – 1 YEAR AT EAC

The following are average costs of attendance for three types of students, those living at home with a parent or relative (commuter), those living in a campus resident hall (on campus) and those renting an apartment or buying a home (off campus).

Non Resident (N/R) total budgets are also provided. These budgets are representative of an academic year (2022-2023) or nine month period. They are adjusted for periods of enrollment less than an academic year or for attendance less than full-time.

Budget Item	Commuter	N/R
Tuition & Fees	\$2,160	\$9,120
Room & Board	\$3,078	\$3,078
Books & Supplies	\$900	\$900
Transportation	\$2,676	\$2,676
Personal	\$2,334	\$2,334
Total	\$11,148	\$18,108

Budget Item	On Campus	N/R
Tuition & Fees	\$2,160	\$9,120
Room & Board	\$7,450	\$7,450
Books & Supplies	\$900	\$900
Transportation	\$1,502	\$1,502
Personal	\$2,334	\$2,334
Total	\$14,346	\$21,306

Budget Item	Off Campus	N/R
Tuition & Fees	\$2,160	\$9,120
Room & Board	\$14,594	\$14,594
Books & Supplies	\$900	\$900
Transportation	\$2,676	\$2,676
Personal	\$3,854	\$3,854
Total	\$24,184	\$31,144

## VETERANS AND CHILDREN OF DECEASED VETERANS

Eastern Arizona Colleges' veterans' services office acts as a liaison with the Department of Veterans Affairs. Students may be eligible to receive educational benefits if they are registered in courses that apply to the student's approved programs.

Application forms, counseling, advisement and tutoring are available for students who are eligible for veteran's educational benefits. The amount of benefit awarded is determined by the Department of Veterans Affairs, and is based on the number of credit hours for which a student is enrolled and the length of the enrollment period for each course.

You should apply for educational benefits from the Department of Veterans Affairs well in advance of your enrollment at Eastern Arizona College. Our Veteran's Affairs Office can provide you with the Veterans Application for Education Benefits.

### Veteran's benefits available at EAC:

- Chapter 30 - Montgomery GI Bill®
- Chapter 31 - Vocational Rehabilitation (separately served through the local VA office)
- Chapter 32 - VEAP Program
- Chapter 33 - Post 9/11 GI Bill & Transfer of Eligibility to Dependents (TOE)
- Chapter 35 - Survivors and dependents of deceased/100% disabled veterans
- Chapter 1606 - Montgomery GI Bill, Selected Reserve
- Chapter 1607 - REAP Reserve Educational Assistance Program

It is the student's responsibility to notify the Veteran's Coordinator regarding any change in enrollment, address, program of study, enrollment at another institution, or any other change that may impact their veteran's educational benefits.

Those students receiving benefits must follow the VA academic progress policy to continue to receive benefits. Department of Veterans Affairs regulations require that all persons using any type of veteran educational assistance program make satisfactory academic progress toward achievement of their educational objective (program of study). A student who does not meet the minimum standards of 2.0 upon completion of 12 or more credit hours will be placed on probation, at which point the student will have no more than two semesters in which to improve academic standing to acceptable. At this point, if satisfactory academic progress has not been demonstrated, veteran educational benefits may be terminated. Benefits may be resumed when the student raises the cumulative grade point average to the required minimum standards or demonstrates the

ability to meet these standards through the approval of a written appeal. For appeal procedures, contact the Veteran's Coordinator in the Financial Aid Office. For additional details and information regarding veteran's educational benefits, contact the Veteran's Coordinator.

### Distance Learning:

The course content and competencies for distance learning classes are the same as courses offered in-person or in a hybrid format. The courses offered in this format lead to completion of EAC degrees and/or certificates of completion. EAC uses Canvas for teacher/student interactions for online or hybrid classes. You will be contacted through official EAC channels to help with initial login. If you have questions about accessing Canvas, please visit the EAC Alumni Library or call 928-428-8304 for assistance.

### Prior Credit Evaluation:

Department of Veterans Affairs requires that all persons using any type of veteran's educational assistance must have all prior education and training evaluated. Students will be required to request transcripts from all prior institutions, including military training. Without all prior institutions and military training, veteran educational assistance may not be certified. Transcripts will be evaluated and credit will be granted, as appropriate.

# SCHOLARSHIPS

Scholarships are primarily awarded on the basis of academic excellence, performance in a particular area, or need. Both new and returning full-time students can apply for scholarships.

To be considered for scholarships, you must be admitted to Eastern Arizona College and complete a current FAFSA application. The scholarship application must be submitted through your Gila Hank Account. Priority Application deadlines are December 31 and March 1. In order for a scholarship application to be considered complete, the following additional materials are also required:

- If you are a current high school student, a recent high school graduate without college experience or a transfer student from another college: Please send an official transcript to: Eastern Arizona College; Attn: Records Office; 615 N Stadium Avenue; Thatcher, AZ 85552. Official transcripts must come directly from the high school or previous college. For questions regarding official transcripts, please contact the Records Office at 928-428-8270.  
If you are a current EAC student: No transcript is required.
- Two letters of recommendation
- Personal essay including an explanation of financial need, scholarship qualifications, description of clubs, service, etc. and your college and career goals (one page)

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

## INSTITUTIONAL SCHOLARSHIP GUIDELINES

All Students receiving any type of scholarship funded by EAC are required to adhere to these general guidelines:

- Submit an annual FAFSA application.
- Maintain satisfactory academic progress.

Specific scholarship types may have additional scholarship criteria that can be confirmed by the Scholarship Officer.

**All Academic Team Scholarship.** Two sophomore students who complete the All-USA Scholarship Application and are awarded the All-USA Scholarship are eligible for an additional scholarship from EAC based on Academic Team Standing. The Phi Theta Kappa nomination committee recommends students based on application materials.

Student must be currently enrolled at EAC.

Must be eligible to graduate between September 1 of the year he/she is nominated and the following August.

International students in the U.S. on Student Visas are eligible to participate.

**Academic.** Amounts vary based on availability of funds and GPA.

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

**Merit.** Amounts vary based on availability of funds and other qualifications including (but not limited to): GPA, Academic major, extra-curricular activities; Campus residency status, etc.

**Graham County Scholastic Recognition.** For new high school seniors graduating in the top 10 percent of a Graham County High School. Amounts vary based on availability of funds and other EAC scholarships received.

**Music.** Awarded by the Music Department. Amounts vary based on availability of funds, audition, and participation.

**Theatre.** Awarded by the Theatre Department. Amounts vary based on availability of funds, audition, and participation.

**Presidential Scholarships.** Applicants must be residents of Apache or Greenlee counties. Amounts vary based on availability of funds.

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

The following scholarships, varying in value, are administered in accordance with stipulations of donors of these awards. The scholarship application must be submitted through your Gila Hank Account by March 1.

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

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

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

**Annabell Weech Rufener Scholarship.** This scholarship established in memory of Annabell Weech Rufener, Class of 1949, assists students who graduated from a Graham County high school.

**Anna Deane Millett, Don and Carlotta Pace Scholarship.** Awarded annually to a full-time returning sophomore enrolled in a university transfer curriculum and having a cumulative GPA of 3.0 or higher. Preference will be given to a student enrolled in Home Economics or a closely related field.

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

**Aviant Healthcare Scholarship.** Awarded annually to a Gila County resident accepted into the Eastern Arizona College Nursing Program. This scholarship pays full annual tuition

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

**Bernstein Brothers Memorial Scholarship.** Made possible by the friends and family of Billy and Tony Bernstein, this scholarship is awarded to a single parent who is attending school while raising a family. Recipient must be a full-time student with a prior 3.0 GPA .

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

**Brianna Varnam Memorial Scholarship.** Provides financial aid in memory of Brianna Varnam to students who love music. It is awarded to a student from Safford High School who will participate in the EAC Band program.

**Bruce & Roberta Bishop Scholarship.** Dr. Bruce Bishop taught choral music at Eastern Arizona College as a significant part of his 38-year career. Mrs. Bishop taught elementary school for over 30 years. They established this scholarship endowment to benefit EAC Choral Music Majors who also sing with the A Cappella Choir.

**Charles Raymond Rhodes Memorial Geology Scholarship.** This Memorial scholarship provides financial assistance to a deserving geology student. Charles was a lifelong learner, a prospector and an avid collector of rocks, minerals and meteorites. It was his desire to pass on his passion for geology to future generations.

**Cobre Valley Regional Medical Center Scholarship.** This scholarship is established to help those accepted into the EAC Nursing Program with preference given to those who would like their nursing career to be local.

**D. Myrtice Wyland Memorial Scholarship.** This scholarship is awarded to students participating in sewing, quilting or costume design courses.

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

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

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

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

**Don & Verlon Preston Family Memorial Scholarship.** The Preston Family provides this scholarship to students who are children or grandchildren of EAC alumni.

**The Donald J. Caldwell Educational Scholarship.** Recipient will be an Arizona resident in the Licensed Practical Nurse or Nursing program with a 3.0 GPA. Applicants will complete an essay addressing their goals, and how they'll be successful with the skills they gain, and why they qualify for the scholarship.

**Dr. Dorine Chancellor Athletic Scholarship.** Provided by former EAC Administrator Dr. Dorine Chancellor, this scholarship assists one Women's Softball student and one Men's Basketball student each year.

**Dorothy Duke Curtis Scholarship.** This scholarship was established to honor a special friend, wife and mother. Recipients will be fine arts majors with preference given to Theatre/Drama students.

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

**E. James Lee and Jacqueline McFadden Lee Scholarship.** Applicants should show financial need and have and maintain a GPA of 3.0 or higher. Exceptions to the GPA requirement can be made if applicant shows employment at 20 hours or more per week while going to school.

**EAC Faculty Association Scholarship.** Available to any currently enrolled full-time student at EAC with a minimum GPA of 3.0 who is nominated in writing by a member of the EAC Faculty.

**Eastern Arizona Hispanic Family Heritage Scholarship.** Established by community donors in Graham and Greenlee counties, this scholarship assists graduates of Graham and Greenlee County high schools.

**Elaine Robak Scholarship.** For a student enrolled in the EAC Nursing Program at the Thatcher Campus. Provides tuition for one year. Recipient must maintain the standards to remain in the EAC Nursing Program throughout the term of the Scholarship. Applicants must possess qualities of personal integrity, good moral character, and good citizenship demonstrated by three letters of recommendation.

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

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

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

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

**Dr. Everett & Gwen Edington Scholarship.** From the class of 1947, Dr. Edington is pleased to assist graduates of Duncan High School attend EAC.

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

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

**Fred and Olga Pace Scholarship.** Awarded to a graduate of a Graham County high school demonstrating financial need and academic ability.

**G. Wayne and Phyllis Blake Scholarship.** The family of G. Wayne and Phyllis Blake established this endowed scholarship to help full-time students from Miami, Globe or San Carlos High school that exhibit financial need and have a GPA of 2.5 or better.

**George R. Bingham, Jr. Memorial Drama Scholarship.** Awarded to a new or returning full-time student majoring in Theatre and Cinematic Arts on the Thatcher campus. You must have an entry GPA of 2.5 or higher and maintain a GPA of 2.5 or higher at EAC.

**GFVC Woman's Club of Safford Scholarship.** Awarded annually for more than 75 years to a graduate of a Graham County high school .

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

**Graham County High School Concurrent Enrollment Scholarship.** Awarded to students attending Graham County high schools who also will be taking college courses during their Junior and Senior years. Students should complete a regular EAC Scholarship application including a statement of financial need and letters of recommendation.

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

demonstrate financial need.

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

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

**Helen Papas Memorial Scholarship.** Awarded to a student exhibiting financial need with preference given to a student participating in an EAC choral group. Student must have and maintain a 3.0 GPA.

**Jared Taylor Brown, Alice Edna Hamblin and Polly Elizabeth**

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

**Jeffrey R. Vaughn Memorial Scholarship.** Memorializes the life of Jeff Vaughn and seeks to help students studying nursing or emergency medical services.

**Jerry & Verlene Anderson Scholarship.** Established in memory of Jerry Anderson and in honor of Verlene Anderson, who was employed at Eastern Arizona College for 30 years. Jerry loved to work on automobiles in his free time away from his job and could fix almost anything he touched. The scholarship assists students studying Automotive or other Industrial Technology fields.

**Jesse and Betty De Vaney Scholarship.** Jesse U. De Vaney retired after 37 years of service to Eastern Arizona College where he served as Instructor in the Business Administration Department and later in administrative positions such as Registrar and Dean of Admissions, Research and Development. In these capacities, he sought opportunities for students to achieve their highest academic potential. This scholarship supports students studying Business or Computer Science degrees.

**John Mickelson Endowed Scholarship.** Each year, a scholarship will be awarded to a full-time freshman student returning for sophomore year with a minimum GPA of 3.0 in all academic work. Applicants should demonstrate personal traits of leadership, positive attitude, citizenship, personal integrity and commitment to EAC.

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

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

**Kayleen Green Memorial Scholarship for Female Welders.** Given in memory of alumnus Kayleen Green, the scholarship is awarded annually to a female student at the Gila Pueblo Campus who is pursuing a career in welding.

**Keith and Kathleen McBride Crockett Family Alumni Scholarship.**

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

**Kristie and Patrick Putnam Scholarship.** Awarded to students who are single parents studying business, nursing, science, or computer science as a way to pay it forward for the opportunities received at Eastern Arizona College.

**MacDonald Scholarship Endowment.** Dr. Robbin MacDonald is pleased that the lord blessed him to be able to leave this endowment to help students who are participants in the music programs at Eastern.

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

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

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

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

**Mt. Graham Regional Medical Center Foundation Scholarship.**

This scholarship is established by MGRMC Foundation to support the development of nurses in the local area. This scholarship is awarded annually to a student in the EAC Nursing Program.

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

**Dr. Pam Rule Memorial Scholarship.** Scholarship memorizes Dr. Pam Rule who taught anthropology courses at EAC and served as Director of the EAC Museum of Anthropology from 1986 to 1989. Awarded to a freshman EAC student who will be returning to EAC for his/her sophomore year. Must have and maintain a 3.0 GPA. Recipient must be enrolled in a science, Social Sciences or liberal arts curricula.

**Paul Lemons Memorial Scholarship.** Established in memory of alumnus and educator, Lawrence Paul Lemons, this scholarship helps students from the Miami and Morenci areas.

**Paula Dinsmore Daman Memorial Scholarship.** This scholarship was established in memory of Paula Dinsmore Daman who graduated from Eastern Arizona College in 1970. Dyslexia was an obstacle for her but not a barrier. At Eastern she was a cheerleader, student government participant, swam and was on the tennis team. She taught and then raised four children through college. This scholarship seeks to help others overcome obstacles they may be facing.

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

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

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

**Robert Robak Scholarship.** For a full-time, degree-seeking student at the Thatcher Campus. Provides tuition for one year. Recipient must have an entering GPA of 3.0 or higher and maintain this GPA throughout the term of the scholarship. Applicants must possess qualities of personal integrity, good moral character, and good citizenship demonstrated by three letters of recommendation.

**Dr. Ron Keith Memorial Scholarship.** Established by the family of Dr. Ron Keith, a faculty emeritus and past EAC administrator, this scholarship helps students who are also members of the EAC Band Program.

## SCHOLARSHIPS

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

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

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

**Students in Service Scholarship.** This scholarship provides financial assistance to students returning for their Sophomore year at Eastern who have demonstrated leadership in a club or organization on campus or in the community.

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

**United Way of Graham and Greenlee Counties Scholarship.** Four-semester plus books scholarship are awarded annually to seven students each year graduating from Graham and Greenlee County high schools who exhibit financial need. Additional multi-year scholarships that continue on to the ASU-EAC program are awarded to students who are single parents, education majors, and those considering employment in the non-profit community.

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

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

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

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

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

# STUDENT SERVICES

## ACTIVITIES AND ORGANIZATIONS

Eastern Arizona College offers many opportunities for students to become involved in the campus community regardless of whether they live on or off-campus or are a traditional or non-traditional student. Eastern Arizona College has a variety of student activities and organizations to choose from such as clubs, intramural sports, team sports, fine arts, service projects, student publications, student government, religious organizations, and scholastic organizations, just to name a few. Additional information can be found in the Student Handbook or the EAC Events Calendar, both of which are located on EAC's website.

## ALUMNI LIBRARY AND MEDIA CENTER

The Eastern Arizona College Alumni Library and Media Center serves the needs of the faculty, students and staff of the college and the needs of the adult community within Graham County in the general fields of educational, cultural and quality recreational material. Visit the Library to use the Library's extensive physical collection of books, magazines, newspapers, DVDs, and the Media Center's 64 computers. To access the Library's electronic information while off-campus, including eBooks, streaming videos and databases, students and staff can use their campus email information for authentication. Additionally, the Alumni Library and Media Center's website offers a variety of resources to assist in student research such as LibGuides and how-to tutorials. Individual assistance is available to all students. The Alumni Library and Media Center also provides services like subject tutoring, Wi-Fi activation for students, course reserve materials, student ID cards and access to 15 study rooms.

### Alumni Library Hours of Operation:

Fall/Spring*	
Monday through Thursday	7 a.m. to 10 p.m.
Friday	7 a.m. to 5 p.m.
Saturday	10 a.m. to 6 p.m.
Sunday	6 p.m. to 10 p.m.

Please check with Alumni Library for current summer hours\*

Check the website for hours of operation.

\*Hours are subject to change. The Library is closed on college holidays and various weeks between sessions. Library hours are posted at the Alumni Library and Media Center and on the Library's website: <https://eac.libguides.com/libraryhome>

For additional information, contact:

Alumni Library

Phone: (928) 428-8304

Email: [library@eac.edu](mailto:library@eac.edu)

## AWARDS

Eastern Arizona College annually awards students recognized for showing outstanding achievement in a variety of academic and non-academic areas. The following are some of the awards presented:

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

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

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

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

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

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

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

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

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

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

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

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

chosen by the music instructors.

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

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

## COMMUNICABLE DISEASE TRANSMISSION CONTROL

When Eastern Arizona College (the College) officials have probable cause to believe that a student or employee has contracted a communicable disease which, through transmission, may present significant injury and/or risk to the health or safety of others, those individuals will be required to seek immediate medical attention (at personal expense), or be removed from all campus activities and/or facilities. Following medical attention, and upon recommendation from an attending physician or other qualified medical provider, the Dean of Students or the Director of Human Resources, or other official as designated by the College President, may require the student or employee to be isolated. This isolation may include, but not be limited to, temporary removal of the student from a residence hall, campus employment and classes or, for an employee, removal or reassignment of workspace. Individual cases will not be prejudiced; rather, decisions will be made based upon the recommendation of the attending physician, medical provider, and/or public health guidelines.

The College may establish specific areas in the residence halls for accomplishing the isolation or quarantine of a student living in a residence hall with an identified communicable disease. In the event that space is not available in a residence hall, it will be the responsibility of the student living in the residence hall to secure other accommodations. Although the County Health Department may notify the College that an employee or current student has been identified as having a communicable disease, it is the responsibility of a student or employee to disclose this information to the Dean of Students or Director of Human Resources in order to avoid transmission of the communicable disease to others.

Students and employees with certain identified communicable diseases not related to an outbreak, epidemic, or pandemic, may attend classes or be employed on the College campus(es), through an accommodation, when the risk of transmission of a disease and/or the risk of further exposure/injury to others is sufficiently remote in such setting so as to be outweighed by the detrimental effects resulting from the individuals' exclusion from the campus. Anyone requesting an accommodation for a disability should contact the College's Disability Coordinator located in the Counseling Office on the Thatcher Campus. For more information related to the College's Disability Resource Services, visit its website at: [https://www.eac.edu/Student\\_Services/Counseling/Disability.shtm](https://www.eac.edu/Student_Services/Counseling/Disability.shtm).

The College shall respect the right to privacy of any student or employee who has a communicable disease. The affected person's medical condition shall be disclosed only to the extent necessary to minimize the health risks to other students and or staff. The Dean of Students or Director of Human Resources , or other official as designated by

the College President, shall determine appropriate dissemination of information.

## COUNSELING DEPARTMENT SERVICES

The Counseling Department understands that coming to college, or returning to college, can be quite challenging. We offer services and resources that may help you on your educational journey and lead you towards academic success. Here are some of the services we offer:

### Academic Advising and Support

Eastern Arizona College is committed to each student's success. Academic advising is crucial to your progress, persistence, and satisfaction as you work towards reaching your goals. Our Academic Advisors will support and guide you to developing personal, academic, and career goals that are ambitious and rewarding.

Academic advisors can help you with:

- Exploring academic and career options
- Creating an academic plan
- Providing a sequencing guide specific to your major
- Researching your transfer options
- Support and guidance throughout your academic career
- Providing information on campus and community resources and services

### Disability Resources

Eastern Arizona College recognizes disability as an aspect of diversity and promotes a culture of inclusion. The Counseling Department works with students with disabilities, faculty and staff to remove barriers by creating accommodation plans in compliance with Section 504 of the Rehabilitation Act of 1973 and Americans with Disabilities Act (ADA) of 1990.

If you need assistance with disability services, contact:

Eastern Arizona Counseling Department  
Phone: (928) 428-8253  
Email: [counseling@eac.edu](mailto:counseling@eac.edu)

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

### Evaluation/Testing Services

The Counseling Department administers a variety of testing services, including:

- Placement Testing
- GED Exam
- Pearson Vue Exams
- CLEP (Credit by Exam)
- Eastern Arizona College Course Exam
- Disability Testing Accommodations
- Certification Exams
- Non Eastern Arizona College Course Exams
- Scantron
- Certiport

If you have a question regarding testing, contact:

Jerri Lukens, Evaluation Specialist  
 Phone: (928) 428-8491  
 Email: testing.center@eac.edu

### **INSPIRE**

INSPIRE is a "Title III Strengthening Institutions Program" grant. INSPIRE Advisors assist students needing additional support to ensure college and career success.

The program offers:

- Frequent Advising
- Personal Education Planning
- Specialized Tutoring
- Career Services
- University ExplorationAll services are free to eligible Eastern Arizona College students. Our mission is to assist students in obtaining a certificate and/or degree within three years.

To refer a student or learn more about the program's services, contact:

Kristi Apodaca, INSPIRE Advisor  
 Phone: (928) 428-8316  
 Email: kristi.apodaca@eac.edu  
 Location: Student Services Building Room 161

Candace Lines, INSPIRE Advisor  
 Phone: (928) 428-8335  
 Email: candace.lines@eac.edu  
 Location: Student Services Building Room 146

### **Personal Counseling**

Counselors can help you cope with immediate needs, personal or social concerns, or adjusting to a new environment. Confidential, short-term counseling is offered on a variety of subjects. Referrals to community resources are given where needed.

If you need to talk to someone, contact:

Craig Smith, Counselor/Mental Health  
 Phone: (928) 428-8253  
 Email: craig.smith@eac.edu

### **Study Skills**

Students may earn college credit by enrolling in study skills/college survival classes and group counseling courses. For more information, see Counseling courses in the Course Descriptions section of this catalog or contact the Counseling Department.

### **Substance Abuse Prevention Program**

Substance abuse prevention within the Eastern Arizona College community is the assigned responsibility of the Counseling Department. To this end, the Department, on an ongoing basis, assesses the nature and extent of substance abuse at Eastern Arizona College and develops preventative measures to coincide with identified needs of the College. These measures include the dissemination of information, referrals to community support agencies and the sponsoring of counseling workshops.

Upon request or by referral, students can participate in The Buzz-an alcohol education and prevention program.

If you have a question about our drug/alcohol programs, contact:

Gina Roebuck, Coordinator of Counseling Services  
 Phone: (928) 428-8423

For all other questions, contact:

Jennifer Skinner, Secretary  
 Counseling Department  
 Phone: (928) 428-8253  
 Location: Student Services Building, 1st Floor

## **HEALTH SERVICES**

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

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

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

## **TUTORING SERVICES**

Eastern Arizona College offers free unlimited tutoring to all full and part-time students. Tutoring is available in most Gen Ed subjects such as Math, Sciences, Social Sciences, Writing, and Languages. Tutors are students who have taken the courses at EAC and have been recommended by their instructor to be a student tutor. Tutors can also help with study skills improvement, test taking strategies, and memorization techniques. Tutoring is available by walk-in or appointment. Tutoring methods offered are face-to-face, Zoom, online, and by phone call (for language practice). At the Library, tutors and students have access to materials and resources that are used in the classroom to make the transition from classroom to working with a tutor as seamless as possible. Tutors can provide study session groups for concept review or test prep. Tutors are friendly and encouraging while the Library provides a modern and comfortable place to study and learn. Students are encouraged to visit the Alumni Library early on in the semester to meet the tutors and learn about services.

For more information, contact:

Cindi Reyes, Facilitator, Student Learning Center  
 Phone: (928) 428-8446  
 Email: cindi.reyes@eac.edu

# STUDENT CODE OF CONDUCT

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

Student conduct, on or off campus, prejudicial to the best interest of the College may be considered cause for disciplinary action or dismissal. The rules of conduct specified below are not all-inclusive but are emphasized as being among those necessary for the security and well-being of students attending Eastern Arizona College and are among the circumstances which may lead to disciplinary action and possible dismissal.

- Conviction of a crime or continued misconduct of any type that is an infraction of the established laws of the town, county, state or nation.
- Possessing or using intoxicating liquors, narcotics or other illegal drugs.
- Stealing or in possession of stolen articles.
- Malicious destruction of property.
- Endangering or threatening the life or physical safety of others or self.
- Possession/use of any projectile weapon on campus.
- Failure to meet financial obligations to the College.

Student Code of Conduct violations that may include sexual harassment, sexual assault, dating and domestic violence, or stalking are considered to be Title IX infractions and will be referred to the Title IX Coordinator for review as outlined in the Graham County Community College District's (GCCCD) Regulation 2075.01 "Procedures for Alleged Violations of the Title IX Sexual Harassment Regulations." Eastern Arizona College Title IX Policy and Regulation Statement.

## GRIEVANCE PROCEDURE— NON-ACADEMIC STANDARDS

Students aggrieved by College actions of a non-academic nature shall have the opportunity for appeal. When a complaint about a non-academic action arises, with the exception of sexual harassment, the student shall subscribe to the following procedure to render the complaint legitimate. Complaints of sexual harassment should follow the procedure set forth in GCCCD Policy 2075.01 - Procedures for Alleged Violations of the Title IX Sexual Harassment Regulations.

The student's right for grievance shall be forfeited if the complaint is not addressed through the Official Review Process-Non-Academic Standards. The Official Review Process – Non-Academic Standards may not be applicable when services are delivered under the provisions of a negotiated contract. The appeal process does not suspend any actions which are being grieved.

## DEFINITION OF TERMS

**Days:** Calendar days exclusive of weekends, semester breaks, and official holidays as identified in the current EAC academic catalog.

**Complainant:** Student alleging complaint.

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

**Student Affairs Officer:** Dean of Students or authorized designee selected by the College President for oversight of student affairs.

**Judiciary Committee:** The Judiciary Committee serves as an appeals committee for student grievances involving non-academic standards. The Committee is also charged with responsibility to advise the College President on policies, standards, rules and regulations for non-academic standards that are applied in the grievance process.

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

## OFFICIAL REVIEW PROCESS

When a complaint related to a non-academic action is alleged by a student, with the exception of sexual harassment, the student shall subscribe to the following procedure to render complaint legitimate. Complaints of sexual harassment should follow the procedure set forth in GCCCD Policy 2075.01 - Procedures for Alleged Violations of the Title IX Sexual Harassment Regulations.

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

**Step 2.** If Complainant satisfaction is not achieved in Step 1, the Complainant shall provide a written request identifying the problem and request a meeting with the Dean of Students or designee within five (5) days after receiving a recommended solution as provided in Step 1. Within five (5) days of receipt of the request, the Dean of Students or designee shall arrange for a meeting with the Complainant and attempt to mediate an acceptable resolution.

**Step 3.** If Complainant satisfaction is not achieved in Step 2, the Complainant shall provide a written request for a hearing by the Judiciary Committee. The request shall articulate the complaint and shall be delivered to the Chairperson of the Judiciary Committee and Dean of Students or designee within five (5) days after receiving a recommended

resolution as provided in Step 2. Within ten (10) days of receipt of the request for a hearing, but not less than three (3) days of receipt of the request, the Chairperson of the Judiciary Committee shall arrange for a hearing. The Complainant, the Dean of Students or designee, and the Official shall be in attendance at the hearing. Within ten (10) days of the conclusion of the hearing, the Chairperson of the Judiciary Committee shall set forth a written document addressing findings of fact and the decision reached by the Committee. Copies shall be addressed to the Complainant, the Dean of Students or designee, the Official and the College President. Decisions made by the Judiciary Committee are binding.

## DISTANCE EDUCATION STUDENTS

### Distance Learning Grievance Process (Regulation 5810.03)

If a resolution is not reached through the official grievance review process, distance education students who are still aggrieved may file a complaint or provide feedback to the following agency:

Distance Education students outside of Arizona, after completion of EAC's internal complaint process, may appeal State Authorization Reciprocity Agreements (SARA) related complaints to the Arizona Community College Coordinating Council (AC4). (<https://arizonacommunitycolleges.org/az-sara/>)

The Arizona State Authorization Reciprocity Agreements (AZ SARA) Council has jurisdiction over AZ SARA approved institutions regarding non-instructional complaints for distance education students. Upon completion of EAC's and AC4's complaint process, a student may register a complaint with the Arizona SARA Council. Visit the AZ SARA Complaint Process website for more information: <https://azsara.arizona.edu/complaints>

## HIGHER LEARNING COMMISSION

Residents of all states may submit complaints to:

230 South LaSalle Street, Suite 7-500

Chicago, Illinois 60604-1411

1-800-621-7440

## TITLE IX POLICY AND REGULATION

As a recipient of federal financial assistance for education activities, Eastern Arizona College is required by Title IX of the Education Amendments of 1972 to ensure that all of its education programs and activities do not discriminate on the basis of sex/gender. Sex includes: sex, sex stereotypes, gender identity, gender expression, sexual orientation, and pregnancy or parenting status. Sexual harassment, sexual assault, dating and domestic violence, and stalking are forms of sex discrimination, which are prohibited under Title IX and by College policy 2075.01 and regulation. For Procedures for Alleged Violations of Title IX Sexual Harassment Regulations, refer to [eac.edu>TitleIX/](http://eac.edu>TitleIX/)

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

- A. The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited on College property or as part of any of the College's activities. For purposes of this regulation a controlled substance shall include any of the following:
  - b. An illegal drug
  - c. A legal drug used in excess of medically prescribed dosage
  - d. An alcoholic beverage
  - e. Any other mind-altering substance, or any substance used in excess of medically prescribed dosage.
  - f. Marijuana, even when employed for medical use.
  
- B. The conviction for the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance on College property or as part of any of its activities shall result in one or more of the following conditions as considered appropriate by the Dean of Students or the Vice President of Academic and Student Affairs.
  - c. Suspension or termination of enrollment with the College; or
  - d. Requirement for the student to participate satisfactorily in a substance abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency; and/or
  - e. Other enrollment restrictions or stipulations as deemed in the best interest of the College and the student.

Students will receive at least once each year information provided by the College detailing the College's drug-free policy.

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

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

## INTERFERENCE WITH OR DISRUPTION OF EDUCATION

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

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

- For the purpose of causing, or in reckless disregard of causing, interference with or disruption of Eastern Arizona College, threatening to cause physical injury to any employee of Eastern Arizona College or any person attending Eastern Arizona College.
- For the purpose of causing, or in reckless disregard of causing, interference with or disruption of Eastern Arizona College, threatening

# STUDENT CODE OF CONDUCT

to cause damage to Eastern Arizona College, the property of an Eastern Arizona College employee or any person attending Eastern Arizona College.

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

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

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

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

## ACADEMIC INTEGRITY

Academic integrity is a vital part of the culture of all successful institutions of higher learning. The value of the degrees, certificates, and coursework offered by Eastern Arizona College greatly depends on its reputation as an institution dedicated to academic honesty. This Academic Integrity Policy provides guidance in helping students and faculty understand the meaning and importance of academic integrity; defines academic dishonesty; and outlines the procedures for handling infractions of academic integrity. Each member of the EAC community is charged with honoring and upholding the policies and procedures governing academic integrity as set forth below.

## DEFINITION OF TERMS

As used in this policy:

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

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

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

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

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

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

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

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

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

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

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

**Restricted course materials** are materials that are kept within the control of a professional educator to be delivered to enrolled students in a controlled manner. Restricting access to materials such as examinations, quizzes, and various assignments allows professional educators to control the resources available to students completing such evaluations, thus providing a uniform assessment of the knowledge and abilities that a student has obtained through his or her coursework. Examinations, quizzes, and assignments that are deliberately made available to the public by the professional educator of a course and without limitations are not restricted course materials.

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

## STUDENT RESPONSIBILITIES

Students are responsible for understanding the College's Academic Integrity Policy as well as the sanctions that may be imposed as a result of academic misconduct. Students are also responsible for understanding their appeal rights associated with findings of any policy violation. If the expectations and limitations of an assignment or assessment are unclear, students are expected to ask for clarification.

Students shall practice the provisions of the Academic Integrity Policy and uphold integrity in their academic pursuits.

## ACADEMIC INTEGRITY POLICY

Students at Eastern Arizona College are expected to:

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

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

## ACADEMIC MISCONDUCT

Academic misconduct includes any act that improperly affects the evaluation of a student's academic performance or achievement, or any act designed to deceive a professional educator. This definition applies whether the student's act of misconduct affects his or her own work or the work of other students. Specific infractions include, but are not limited to, the following:

1. **Cheating on Examinations:** Cheating includes the use of crib sheets, "cheat sheets," or discarded computer programs; aid from other persons; copying from another student's work; and soliciting and giving or receiving unauthorized aid orally, electronically, or in writing. The student will not consult books, notes, calculators, or other materials of any kind during an examination or assignment without the express permission of the instructor. If calculators, spellers, or other hand-held electronic devices are permitted to be used during an examination or assignment, no information may be programmed into or retrieved from the device other than that expressly permitted by the instructor. Students in online or hybrid courses are responsible for maintaining the security of course materials and are forbidden to share examination materials and other restricted course materials with anyone. Any act that compromises the security, validity, or effectiveness of an academic evaluation, whether it is a regular assignment, a quiz, an examination, or an evaluation of another sort, is academic misconduct.
2. **Inappropriate Collaboration:** Permission from an instructor for students to "work together" on homework, an assignment, or paper

is not permission for one student to present another student's work as his or her own. Unless the professional educator specifies otherwise, all work submitted for a grade or credit toward completion of a course will be the product of the student's own understanding, expressed in the student's own words, calculations, computer code, etc. One form of inappropriate collaboration involves having another person significantly alter either the content or grammar of the student's written work. A student may seek feedback from another student or individual concerning a document's content, grammar, and spelling, but to avoid this type of inappropriate collaboration, the student must fix problems himself or herself.

3. **Collusion:** Collusion is the act of assisting others in their ventures of academic misconduct. Collusion includes but is not limited to providing advance copies of examinations and other restricted course materials; providing essays or other written assignments to others; acting as a "ghost writer" and significantly contributing to the written work of another without making your contributions known to the instructor and acquiring permission for such contributions; posing as another person in order to complete course work, examinations, or other academic work on that person's behalf; working to conceal the academic misconduct of another student.

4. **Submitting the Same Assignment for Different Classes:**

Submitting the same assignment for a second class violates the assumption that every assignment advances a student's learning and growth. Unless instructors of both classes involved expressly allow it, submitting an assignment already submitted for another class is a breach of academic integrity.

5. **Intentional Misrepresentation:** Misrepresentation occurs when a student claims that source materials contain information or phrasing that they do not. In addition, misrepresentation occurs when a student omits or inserts words, changes words, misquotes, or takes correctly quoted phrases out of context. If this is done with the intent to deceive a professional educator in any academic evaluation, the student has committed a breach of academic integrity.

6. **Plagiarism:** Plagiarism means presenting someone else's ideas or words as one's own. Plagiarism may involve some degree of intent or may be the result of carelessness or ignorance of acceptable forms for citation. Not knowing how or when to cite a source does not excuse an act of plagiarism. Each of the four kinds of plagiarism below is a breach of academic integrity.

- Copying without citation, the most serious form of plagiarism, involves copying part or all of a paper from the Internet, from a book or magazine, or from another source without indicating that the work is someone else's. To avoid this form of plagiarism, quoted material must be placed in quotation marks and one of the standard forms of documentation (APA, MLA, etc.) must be used to indicate where the material came from.
- Copying from an external source and citing the source but failing to show (by the use of quotation marks, for example) that the material is a direct quotation is another form of plagiarism. Simply documenting the source does not indicate that the words themselves are someone else's. Avoiding this form of plagiarism involves putting all quoted material in quotation marks or using the

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

## PROCEDURES, SANCTIONS AND APPEALS FOR ACADEMIC MISCONDUCT

### The Professional Educator

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

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

- Issuing a verbal or written reprimand
- Requiring that the academic project or examination in question be repeated
- Assigning the academic project or examination in question a reduced grade
- Requiring that the academic project or examination in question be repeated for a reduced grade
- Assigning the academic project or examination in question a failing grade
- Assigning a reduced grade in the course
- Assigning a failing grade in the course

- Initiating the student's involuntary withdrawal from the course

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

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

### The Admissions and Academic Standards Appeals Committee

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

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

- Placing a written reprimand in the student's permanent file
- Restricting the student's access to certain college resources
- Requiring the student to complete an academic integrity education program
- Placing the student on academic probation

If the Admissions and Academic Standards Appeals Committee concludes that the violation is so serious as to possibly warrant the student's exclusion from extracurricular college activities, or suspension or dismissal from the College, it will make that recommendation to the Vice President of Academic and Student Affairs.

### The Vice President of Academic and Student Affairs

The Vice President of Academic and Student Affairs will resolve the most serious acts of academic misconduct. Only the Vice President of Academic and Student Affairs has authority to suspend or expel a student from the College for academic misconduct.

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

The Vice President of Academic and Student Affairs may impose additional penalties against a violator, which may include:

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

### A Student's Right to Appeal

A student may appeal any decision to impose discipline as a result of

academic misconduct through the established Grievance Procedure and Official Review Process for Academic Standards (GCCCD 5810.02). The Official Review Process is as follows:

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

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

**Step 3.** If Complainant satisfaction is not achieved in Step II, the Complainant shall provide a written request for a hearing by the Admissions and Academic Standards Appeals Committee. The request shall articulate the complaint and shall be delivered to the Academic

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



# ACADEMIC REGULATIONS

## ACADEMIC GOOD STANDING

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

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

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

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

## ATTENDANCE

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

## ABSENCES

Absences accumulate beginning with the first day of class.

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

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

## MAKE-UP ASSIGNMENTS AND EXAMS

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

## PUNCTUALITY

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

## THE CREDIT SYSTEM

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

## AWARDING TRANSFER CREDIT

To apply credit earned at another accredited institution of higher education towards your EAC degree, you must have each of your former colleges send an official college transcript directly to EAC's Records and Registration Office. We accept electronic and mailed official transcripts. We do not accept faxed or emailed transcripts. You may receive transfer credit for courses taken at another accredited higher education institution in which you received a grade of "C" or better.

Eastern Arizona College uses the AZTransfer and TES College Source websites to evaluate student transcripts. AZTransfer has established with all AZ community colleges and state universities common general education core course numbers designated as Sun Numbers. Any course assigned with a Sun Number transfers to each AZ institution as identified in the Sun Matrix Report found at <http://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/SUNMatrix>. In addition, EAC uses the AZ Transfer Course Equivalency Guide (CEG) and Community College CEG to help evaluate official college transcripts from other AZ colleges.

EAC also uses the Transfer Evaluation System (TES) from CollegeSource to review course descriptions and store equivalencies from all other institutions.

When transfer courses are determined to be equivalent or similar to EAC courses, you will receive credit for the equivalent EAC courses. Courses that are determined to not be equivalent or similar to EAC courses will transfer as elective credit. Students may view their evaluated courses

displayed on their unofficial transcripts in their Gila Hank account. To review an evaluation of transfer courses contact the Records and Registration Office at (928) 428-8270.

In unusual circumstances, you may petition the Admissions and Academic Standards Appeals Committee for credit for transfer courses in which a grade of "D" was received.

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

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

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

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

## NATIONAL STANDARDIZED EXAMINATIONS

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

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

## BUSINESS

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

## COMPOSITION AND LITERATURE

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

## HISTORY AND SOCIAL SCIENCES

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

## LANGUAGES

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

## SCIENCE AND MATHEMATICS

<b>CLEP Subject Examination with a score of 50 or more:</b>	<b>Equivalent EAC Courses</b>	<b>Credit Granted</b>
Precalculus Algebra	MAT 154	4
Biology	BIO Department Elective	3
Calculus	MAT 220	5
Chemistry	CHM 151	4
College Mathematics	MAT 140	3
Natural Sciences	Non-laboratory science elective	3
Precalculus	MAT 181	5

## CREDIT BY ARTICULATION WITH SECONDARY SCHOOLS

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

## CREDIT BY DEPARTMENTAL EXAMINATION

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

## CREDIT FOR INTERNATIONAL BACCALAUREATE

Credit may be awarded for International Baccalaureate coursework. An official translation from an approved accredited translation body by NACES or AICE must be obtained for any transcript that is non-English. Transcripts submitted to the Records Office will be evaluated on a course by course basis.

## CREDIT FOR ADVANCED PLACEMENT

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

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

**Art (2-D Design).** An AP Exam score of 4 or 5 earns credit for EAC course ART 101, for 3 credits. A score of 1, 2, or 3 earns no credit.

**Art (History).** An AP Exam score of 4 or 5 earns credit for EAC courses ART 133 and 134, for 6 credits. An AP Exam score of 3 earns credit for EAC course ART 133 or ART 134, for 3 credits. A score of 1 or 2 earns no credit.

**Art (Drawing).** An AP Exam score of 4 or 5 earns credit for EAC course ART 111 for 3 credits. A score of 1, 2 or 3 earns no credit.

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

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

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

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

**Comparative Government & Politics.** An AP Exam score of 4 or 5 earns credit for EAC department elective credit, for 3 credits. A score of 1, 2 or 3 earns no credit.

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

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

**Environmental Science.** An AP Exam score of 4 or 5 earns credit for EAC course BIO 105, for 4 credits. A score of 1, 2 or 3 earns no credit.

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

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

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

**Japanese Language.** An AP Exam score of 3, 4 or 5 earns credit for EAC courses JON 101 and 102, a total of 10 credits. A score of 1 or 2 earns no credit.

**Macroeconomics.** An AP Exam score of 4 or 5 earns credit for EAC course BUA 221, for 3 credits. A score of 1, 2 or 3 earns no credit.

**Microeconomics.** An AP Exam score of 4 or 5 earns credit for EAC course BUA 223, for 3 credits. A score of 1, 2 or 3 earns no credit.

**Music Theory.** An AP Exam score of 4 or 5 earns credit for EAC course MUS 105 and MUS 107, for 6 credits. A score of 1, 2 or 3 earns no credit.

**Physics 1.** An AP Exam score of 4 or 5 earns credit for EAC course PHY 111, for 4 credits. A score of 1, 2 or 3 earns no credit.

**Physics 2.** An AP Exam score of 4 or 5 on earns credit for EAC course PHY 112, for 4 credits. A score of 1, 2, or 3 earns no credit.

**Physics C: Electricity and Magnetism .** An AP Exam score of 3, 4, or 5 on earns credit for EAC course PHY 112, for 4 credits. A score of 1 or 2 earns no credit.

**Physics C: Mechanics.** An AP Exam score of 3, 4 or 5 on Electricity and Magnetism earns credit for EAC course PHY 111, for 4 credits. A score of 1 or 2 earns no credit.

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

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

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

**Statistics.** An AP Exam score of 3, 4 or 5 earns credit for EAC course MAT 160, for 3 credits. A score of 1 or 2 earns no credit.

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

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

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

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

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

Transcript wording will be "Credit by departmental evaluation." If there is a question about awarding of credit under these conditions, you will be given the opportunity to earn the credits in question by examination as described under the Credit By Examination section. Credit earned by apprenticeship training, licensing, or other agency training or examination may not be transferable. Credit awarded on this basis will be recorded on an official transcript only upon completion of at least 16 credit hours in courses at Eastern Arizona College and will be shown on the transcript as "credit awarded by evaluation." Upon transfer, acceptance of credit awarded by evaluation may be treated differently by the receiving institution.

## CREDIT FOR MILITARY TRAINING

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

### GRADING

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

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

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

### GRADE OF FAILING "F"

The Department of Education states, "An earned 'F' is assigned when a student completes the course but fails to achieve course goals."

The grade of "F" or mark of failing will be given on final grade rolls when the student has participated in the course and has earned an F. An earned F shall be defined by all of the following indicators:

1. The student has not withdrawn themselves or requested to be withdrawn from the course prior to finals week.
2. The college has not withdrawn the student due to lack of participation reported by the instructor.
3. The instructor has not requested the student to be withdrawn through the proper channels after the 45th day rolls.
4. The student's grade for the course has been calculated as a failing grade.

An earned "F" is not given for non-participation. A student who does not participate will be withdrawn from the course.

### GRADE OF INCOMPLETE "I"

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

### GRADE OF PASS "P"

"P" grades are not calculated in your GPA. A "P" grade is normally available only to the non-transfer student. The Academic Standards Committee may approve a petition for up to 6 units of "P" grades to be applied toward fulfilling graduation requirements in a university parallel curriculum. "P" grades changed by petition are equivalent to "C" grades.

### GRADE OF WITHDRAWAL "W"

You may obtain the grade of Withdrawn (W) by officially withdrawing from a class within the allotted time frame. Ceasing to attend a class does not constitute withdrawal; however, faculty can initiate an official withdrawal from a course.

### GRADE OF AUDIT "X"

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

Nursing is a competitive entry program, and students cannot advance in the nursing program without a letter grade. Therefore, NUR courses cannot be audited.

### GRADES FOR REPEATED COURSES

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

### GRADE CHANGES

Grade changes can be made through a grade change request initiated by the instructor, followed by approval of the Academic Dean or Vice President of Academic and Student Affairs. If an instructor is not available, the Academic Dean or Vice President of Academic and Student Affairs may initiate a grade change request. Grade changes due to clerical errors can be made and corrected by the Records Office.

If a student desires to appeal a grade, that student must seek out the instructor so both parties may be afforded an opportunity to clarify facts and to reach a mutually acceptable solution. If student satisfaction is not achieved after meeting with the instructor, the appeal will continue with Step II under the Official Review Process listed below.

## GRIEVANCE PROCEDURE— ACADEMIC STANDARDS

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

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

When a complaint about academic standards arises, with the exception of sexual harassment, the student shall subscribe to the following procedure to render the complaint legitimate. Complaints of sexual harassment should follow the procedure set forth in GCCCD Policy 2075.01 - Procedures for Alleged Violations of the Title IX Sexual Harassment Regulations. The student's right for grievance shall be forfeited if the complaint is not addressed through the Official Review Process - Academic Standards. The Official Review Process - Academic Standards may not be applicable when services are delivered under the provisions of a negotiated contract. The appeal process does not suspend any actions which are being grieved.

## DEFINITION OF TERMS

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

**Complainant:** Student complainant.

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

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

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

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

## OFFICIAL REVIEW PROCESS— ACADEMIC STANDARDS

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

**Step 2.** If Complainant satisfaction is not achieved in Step 1, the Complainant shall provide a written request for a meeting to the Academic Dean responsible for oversight of the standards employed by the Professional Educator. Within five (5) days of receipt of the request

the Academic Dean shall arrange for a meeting to include the following individuals: the Academic Dean, the Professional Educator, and the Complainant. The Academic Dean shall attempt to mediate an acceptable solution.

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

## HONORS

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

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

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

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

## OFFICIAL NOTIFICATIONS

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

## REGISTRATION

The act of enrolling in courses at the College indicates you agree to be subject to all the requirements, policies, and regulations in the College Catalog and Student Handbook, and agree to establish a permanent

# ACADEMIC REGULATIONS

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

## COURSE OVERLOAD

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

You are allowed to register for an "overload"—defined as more than 18 credit hours contingent upon the following criteria. For purposes of overload consideration, Activity/Personal Enrichment courses are not included in the number of credits to be examined.

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

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

## TRANSCRIPTS

An official transcript is a copy of a student's permanent academic record issued by the college Registrar. It displays all courses taken, grades received, degrees or certificates awarded at EAC.

EAC has partnered with the National Student Clearinghouse to provide a convenient web-based method for students and alumni to request official transcripts. A fee of \$10 will be charged for each official transcript

ordered. You can order your official transcript by clicking the link in your Gila Hank account or by directly accessing the National Student Clearinghouse ordering website at [www.getmytranscript.com](http://www.getmytranscript.com). Transcripts may be sent electronically or mailed. EAC does not fax official transcripts.

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

Students may access their unofficial transcript through their Gila Hank account at any time for no charge. You may also visit the Records and Registration Office and present a government issued photo ID to have an unofficial copy printed.

Eastern Arizona College reserves the right to withhold transcripts from students who are in debt to the College. A student whose transcript is being withheld has the right to discuss the matter with EAC personnel who are empowered to resolve any dispute concerning indebtedness to the College.

## WITHDRAWAL FROM A COURSE

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

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

Withdrawing from courses may affect a student's financial aid eligibility, veteran's benefits, and/or athletic eligibility. If you have received financial aid and withdraw from courses, please refer to the Return of Title IV Federal Student Aid Policy in the disclosure section of the College Catalog as to how this might affect you.

**Semester-Length Courses:** Students may withdraw themselves through the last day of class, not including finals week to receive a "W" grade.

**Short-Term and Summer Session Courses:** The last day for you or your instructor to initiate an official withdrawal from a short-term or summer session course is the last day of the course.



# GRADUATION

## LICENSURE

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

## CERTIFICATES

Eastern Arizona College offers a variety of certificates that provide skills-based and entry-level position training, and preparation for licensing tests.

Please refer to the certificate major you intend to pursue offered by Eastern Arizona College identified in the curriculum section of this catalog for course and graduation requirements.

Students are encouraged to visit with an academic advisor to review certificate requirements before submitting a petition for graduation. Petitions must be submitted through the student portal, Gila Hank.

## DEGREES

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

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

Students are encouraged to visit with an academic advisor to review degree curriculum requirements before submitting a petition for graduation. Petitions must be submitted through the student portal, Gila Hank.

## APPROVED ELECTIVES

EAC degree programs that are designed to transfer to all of Arizona's public universities require you to select your electives from the courses listed in the Arizona Higher Education Course Equivalency Guide (CEG) (located at [https://aztransmac2.asu.edu/cgi-bin/WebObjects/Admin\\_CEG.woa/wa/EBetter](https://aztransmac2.asu.edu/cgi-bin/WebObjects/Admin_CEG.woa/wa/EBetter)). Select Eastern Arizona College Elective or Better Report.

The E or Better Report indicates which courses transfer to Arizona State University, Northern Arizona University and the University of Arizona with an equivalency of Elective or better.

The E or Better Report refers only to courses taken during the current academic year. For information about the transferability of courses taken in past semesters, see your advisor.



## CHOICE OF CATALOG

In order to meet current educational standards, EAC academic catalogs expire after five years. Students maintaining continuous enrollment at any public Arizona community college or university may graduate according to the requirements of the catalog in effect at the time of initial enrollment or according to the requirements of any single catalog in effect during subsequent terms of continuous enrollment. Continuous enrollment is limited to five academic years; afterward, students can choose any single catalog in effect during subsequent terms of enrollment.

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

**Example A:** Admitted and earned course credit at a public college or university: Fall 2019 (Active). Continued at a community college: Spring 2020, Fall 2020 (Active). Transferred to a university: Spring 2021 (2019 or any subsequent catalog).

**Example B:** Admitted and earned course credit at a public college or university: Fall 2019 (Active). Enrolled but earned all Ws or Fs: Spring 2020 (Inactive). Enrolled in audit courses only: Fall 2020 (Inactive). Nonattendance: Spring 2021 (Inactive). Transferred to a university: Fall 2021 (2021 or any subsequent catalog).

2. Students who do not meet the minimum enrollment standard stipulated in No. 1 during three consecutive semesters (fall/spring) and the intervening summer term at any public Arizona community college or university are no longer considered continuously enrolled, and must meet requirements of the public Arizona community college or university catalog in effect at the time they are readmitted or of any single catalog in effect during subsequent terms of continuous enrollment after readmission. Students are not obligated to enroll and earn course credit during summer term, but summer enrollment may be used to maintain continuous enrollment status.

**Example A:** Admitted and earned course credit at a public college or university: Fall 2018 (Active). Nonattendance: Spring 2019, Fall 2019, Spring 2020 (Inactive). Readmitted and earned course credit at a community college: Fall 2020 (Active). Transferred to a university: Spring 2021 (2020 or any subsequent catalog).

**Example B:** Admitted and earned course credit at a public college or university: Fall 2019 (Active). Nonattendance: Spring 2020 (Inactive). Readmitted, earned course credit at a community college: Summer 2020 (Active). Nonattendance: Fall 2020, Spring 2021 (Inactive). Transferred to a university: Fall 2021 (2019 or any subsequent catalog).

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

**Example:** Admitted and earned course credit at a community college: Summer 2019 (Active). Continued at a community college: Fall 2019, Spring 2020 (Active). Nonattendance: Fall 2020 (Inac-

tive). Readmitted and earned course credit at a community college: Spring 2021 (Active). Transferred to a university: Summer 2021 (2019 or any subsequent catalog).

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

## GRADUATION HONORS

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

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

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

## COMMENCEMENT

To participate in commencement, your petition for a degree or certificate must be submitted by March 1st of the year you plan to participate. Students must be within seven credits of a degree and have completed or are completing their certificate by May in order to participate. Students should work closely with the Records and Registration office to ensure you have met all requirements necessary to participate.

## DEVELOPMENTAL COURSES

Credit earned for developmental classes which are numbered below 100 will not be counted towards degree completion, graduation honors or graduation grade point average.

## MULTIPLE DEGREES

Eastern Arizona College offers the Associate of Arts (AA), Associate of Business (ABus), Associate of Science (AS), Associate of General Studies (AGS) and Associate of Applied Science (AAS) degrees. Once you have received one Associate degree, one or more additional degrees can also be received by completing the additional degree requirements with a minimum of 16 additional curriculum credits beyond the first degree. Degrees may be earned concurrently, however, an Associate of General Studies (AGS) (pgs 94-95) degree will not be awarded in conjunction with any other transfer degree and a General Technical Studies (AAS) (pg 96) degree will not be awarded in conjunction with any AAS degree.

# GENERAL EDUCATION

General education at Eastern Arizona College exposes you to a pattern of course work which broadens your perspectives and gives "every student pursuing an undergraduate degree the basic skills and the familiarity with various branches of knowledge which are associated with college and university education and are useful in advanced study within the university and in life beyond the university." (State of Arizona General Education Values Statement, 1993)

## ESSENTIAL LEARNING OUTCOMES

Students fulfill general education requirements at Eastern Arizona College by demonstrating competency in the following areas: communication, creativity, critical thinking, diverse and global perspectives, and technology and information literacy. The Essential Learning Outcomes listed below describe the expected knowledge, skills, attitudes, competencies, and habits of mind that students will have acquired at EAC upon completion of a degree.

- **Communication:** Students, using reading, writing and/or speaking skills, discover, organize, and communicate information, ideas, and arguments in a clear and effective manner appropriate to the audience and purpose.
- **Creativity:** Students demonstrate the ability to: analyze, evaluate, and reflect on subjective experiences; propose innovative solutions to technical, scientific, social, or individual problems; and/or produce artifacts of self-expression.
- **Critical Thinking:** Students use intellectual skills and habits to become independent and dynamic thinkers who are capable of innovation, adaptation, and problem-solving.
- **Diverse and Global Perspectives:** Students demonstrate an understanding and application of the interdependent roles of historical, cultural, socio-economic, geographic, and ecological influences on the diversity of human experience.
- **Technology and Information Literacy:** Students recognize that information is needed, and they use both traditional and modern technologies to effectively locate, evaluate, manage, and apply the needed information.

## GENERAL EDUCATION REQUIREMENTS FOR TRANSFER DEGREES:

- Associate of Arts (AA)
- Associate of Business (ABus)
- Associate of General Studies (AGS)
- Associate of Science (AS)

Eastern Arizona College subscribes to the common structure for a transfer general education curriculum agreed upon by Arizona public community colleges and universities. This agreement provides you the opportunity to build a general education curriculum that is transferable upon completion without loss of credit to another Arizona public community college or university. This agreement is called the Arizona General Education

Curriculum (AGEC).

The AGEC at Eastern Arizona College has three forms – the AGEC-A (Associate of Arts), AGEC-B (Associate of Business) and AGEC-S (Associate of Science) – and is a 35-39 semester-credit certificate program. Designed to articulate with different academic majors, the requirements of the three AGECs vary accordingly.

1. The AGEC-A is designed to fulfill the lower division general education requirements of liberal arts majors (e.g., Social Sciences, Fine Arts, Humanities). AGEC-A requires a minimum of college mathematics or college precalculus algebra to satisfy the Mathematics requirement.
2. The AGEC-B is designed to fulfill the lower division general education requirements of business majors. AGEC-B requires a minimum of Calculus to satisfy the Mathematics requirement.
3. The AGEC-S is designed to fulfill the lower division general education requirements of the more stringent mathematics and mathematics-based science majors. The AGEC-S requires a minimum of Calculus and a minimum of 8 credits of either university chemistry, physics, biology or geology. In addition, students must select six to eight additional credits of math higher than Calculus and/or an additional Lab Science course.

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

Some majors, particularly in the professional fields, have significant prerequisites and/or program requirements that will not transfer within one of the three General Education programs described above. If you have selected a major that is not listed in the EAC catalog, or one that is listed as a Transfer Guide-Extra Requirements (TG-XR) degree, carefully consult the catalog and/or curriculum transfer guide (located at [www.aztransfer.com](http://www.aztransfer.com)) of the university to which you plan to transfer and the Course Equivalency Guide (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/SUNMatrix>) before you register for your GE courses. Obtaining assistance in this process from an advisor at the university you plan to transfer to is strongly recommended. EAC faculty advisors and counselors can also assist you.

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

# GENERAL EDUCATION [TRANSFER DEGREES]

heading General Education Requirements.

## INTENSIVE WRITING/CRITICAL INQUIRY

Intensive Writing/Critical Inquiry Courses emphasize writing as a tool for learning course materials, developing critical thinking skills, and communicating ideas effectively. To complete your AGEC, you must complete an Intensive Writing/Critical Inquiry course. These courses are designated in the list below with the notation (IW).

## GLOBAL/INTERNATIONAL/HISTORICAL AWARENESS

The AGEC requires that you complete a Global/International/Historical Awareness course. Global and International Awareness courses focus on contemporary, non-U.S., culture, politics, economics or social values and emphasize critical thinking and evaluation skills. Historical Awareness courses will consider that information dealing with the history of peoples and can include their art, values, culture, politics, etc. Courses that meet this requirement are designated with the notation (GIH).

## DIVERSITY AND INCLUSION

The AGEC requires that you complete a Diversity and Inclusion course. Diversity and Inclusion courses foster a greater awareness and understanding of diverse populations and our collective complexity as a society. In addition, these courses seek to engage students in the critical analysis of contemporary and historical issues related to diversity. Courses that meet this requirement are designated with the notation (DI).

## COURSE OPTIONS (AA, ABUS, AGS, AS)

To minimize the number of classes required to complete GE requirements, select courses from the General Education courses listing that also fulfill the Intensive Writing/Critical Inquiry, Global/International/Historical Awareness, and Diversity and Inclusion requirements. Note that a single course may fulfill more than one of the requirements.

GE Category	Course	Credits
<b>Composition:</b>	A total of 6 credits required.	
ENG 101	Written Communications I	3
ENG 102	Written Communications II	3

ENG 202	World Literature II (IW) (GIH) (DI)	3
ENG 218	Writing About Literature (IW) (DI)	3
ENG 221	English Literature I (IW) (DI)	3
ENG 222	English Literature II (IW) (DI)	3
ENG 241	American Literature I (IW) (GIH) (DI)	3
ENG 242	American Literature II (IW) (GIH) (DI)	3
ENG 280	Introduction to Literature (IW) (DI)	3
ENG 281	Children's Literature (DI)	3
MDC 100	Introduction to Film Studies	3
MDC 115	Cinematic Storytelling	3
MDC 200	Film History	3
MDC 220	Principles of Filmmaking	3
<b>MUS 101</b>	<b>World of Music (GIH) (DI)</b>	<b>3</b>
<b>THC 105</b>	<b>Introduction to Theatre (GIH) (DI)</b>	<b>3</b>

**Laboratory Sciences:** A total of 8-10 credit hours, depending on your major, is required.

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

**Mathematics:** A total of 3-5 credit hours, depending on your major, is required.

MAT 140	College Mathematics	3
MAT 154	Precalculus Algebra	4
MAT 160	Introduction to Statistics	3
MAT 171	Finite Mathematics	4
MAT 181	Precalculus Trigonometry	3
MAT 187	Precalculus	5

## GENERAL EDUCATION (TRANSFER DEGREES)

MAT 210	Elements of Calculus	4
MAT 220	Calculus I	5
MAT 230	Calculus II	4
MAT 240	Calculus III	4
MAT 260	Differential Equations	4
PSY 220	Introduction to Statistics	3

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

AJS 101	Introduction to Criminal Justice (DI)	3
AJS 225	Criminology (DI)	3
BUA 210	Society and Business (DI)	3
BUA 221	Principles of Macroeconomics (GIH) (DI)	3
BUA 223	Principles of Microeconomics (DI)	3
COM 115	Introduction to Interpersonal Communication	3
COM 201	Public Speaking (DI)	3
COM 260	Elements of Intercultural Communication (IW) (DI)	3
ECE 171	Child Growth and Development (DI)	3
EDU 200	Introduction to Education (DI)	3
HHP 100	Personal Health (DI)	3
HIS 101	U.S. History to 1877 (GIH) (DI)	3
HIS 102	U.S. History Since 1865 (GIH) (DI)	3
HIS 104	The Development of Europe to 1650 (GIH) (DI)	3
HIS 105	Modern Europe Since 1550 (GIH) (DI)	3
HIS 111	History of China to 1600 (GIH) (DI)	3
HIS 112	History of China 1600 to Present (GIH) (DI)	3
HIS 221	Mexican American History and Culture (GIH) (IW) (DI)	3
MDC 102	Introduction to Media Communications (DI)	3
POS 110	United States National Politics (GIH) (DI)	3
POS 120	World Politics (GIH) (DI)	3
PSY 101	Introduction to Psychology (DI)	3
PSY 171	Child Growth and Development (DI)	3
PSY 230	Social Psychology (DI)	3
PSY 240	Abnormal Psychology (DI)	3
PSY 250	Developmental Psychology (DI)	3
PSY 270	Experimental Psychology (IW) (DI)	4
SOC 101	Introduction to Sociology (GIH) (DI)	3
SOC 110	Marriage and the Family (DI)	3

SOC 201	Social Problems (DI)	3
SOC 210	Racial and Ethnic Relations (GIH) (DI)	3

### Intensive Writing

CHM 236	General Organic Chemistry II (IW)	4
COM 215	Interviewing Principles and Practices (IW)	3
COM 260	Elements of Intercultural Communication (IW) (DI)	3
ENG 201	World Literature I (IW) (GIH) (DI)	3
ENG 202	World Literature II (IW) (GIH) (DI)	3
ENG 217	Writing Reflective Essays (IW) (DI)	3
ENG 218	Writing About Literature (IW) (DI)	3
ENG 221	English Literature I (IW) (DI)	3
ENG 222	English Literature II (IW) (DI)	3
ENG 241	American Literature I (IW) (GIH) (DI)	3
ENG 242	American Literature II (IW) (GIH) (DI)	3
ENG 280	Introduction to Literature (IW) (DI)	3
HIS 221	Mexican American Culture and History	3
PSY 270	Experimental Psychology (IW) (DI)	4

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

ASL 101	Beginning American Sign Language I	4
ASL 102	Beginning American Sign Language II	4
CMP 103	Introduction to Computer Based Systems	3
COM 215	Interviewing Principles and Practices (IW)	3
ENG 217	Writing Reflective Essays	3
FRE 101	Elementary French I (GIH) (DI)	4
FRE 102	Elementary French II (GIH) (DI)	4
FRE 201	Intermediate French I (GIH) (DI)	4
FRE 202	Intermediate French II (GIH) (DI)	4
SPA 101	Elementary Spanish I (GIH) (DI)	4
SPA 102	Elementary Spanish II (GIH) (DI)	4
SPA 201	Intermediate Spanish I (GIH) (DI)	4
SPA 202	Intermediate Spanish II (GIH) (DI)	4

Any first, second, third or fourth semester level language

# GENERAL EDUCATION (AAS DEGREES)

## GENERAL EDUCATION REQUIREMENTS FOR ASSOCIATE OF APPLIED SCIENCE (AAS) DEGREE

General education at Eastern Arizona College for an Associate of Applied Science Degree is based on the same philosophy as for transfer degrees. It exposes you to a pattern of course work which broadens your perspectives and gives "every student pursuing an undergraduate degree the basic skills and the familiarity with various branches of knowledge which are associated with college and university education and are useful in advanced study within the university and in life beyond the university." (State of Arizona General Education Values Statement, 1993)

For an Associate of Applied Science degree, you will choose courses from at least three different GE categories. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education, where the maximum is two credits.

## COURSE OPTIONS (AAS)

GE Category	Course	Credits
<b>Communications</b>		
COM 215	Interviewing Principles and Practices	3
<b>Composition</b>		
BUA 259	Business Communications	3
ENG 100	Writing Fundamentals	3
ENG 101	Written Communications I	3
ENG 102	Written Communications II	3
ENG 217	Writing Reflective Essays	3
ENG 260	Technical Report Writing	3
TEC 260	Technical Report Writing	3
<b>Computers</b>		
CMP 101	Introduction to Computers	3
CMP 103	Introduction to Computer Based Systems	3
CMP 121	Visual Basic Programming I	3
CMP 128	C# Programming I	3
EGR 130	C# Programming I	3
<b>Counseling</b>		
CSL 115	Community Outreach Through Service Learning	1 to 2
<b>Health and Physical Education</b>		
DAN 100-199	Dance Courses	1
HPE 104	Physical Conditioning and Assessment I	1 to 2
HPE 105	Physical Conditioning and Assessment II	1 to 2
HPE 204	Physical Conditioning and Assessment III	1 to 2
HPE 205	Physical Conditioning and Assessment IV	1 to 2
HPE 165	Theory and Practice of Baseball	2
HPE 167	Theory and Practice of Softball	2

HPE 169	Theory and Practice of Basketball	2
HPE 170	Lifeguard Training	2
<b>Humanities</b>		
ART 133	World Art I	3
ART 134	World Art II	3
ECE 281	Children's Literature	3
EDU 281	Children's Literature	3
ENG 201	World Literature I	3
ENG 202	World Literature II	3
ENG 218	Writing About Literature	3
ENG 221	English Literature I	3
ENG 222	English Literature II	3
ENG 241	American Literature I	3
ENG 242	American Literature II	3
ENG 280	Introduction to Literature	3
ENG 281	Children's Literature	3
MDC 100	Introduction to Film Studies	3
MDC 115	Cinematic Storytelling	3
MDC 200	Film History	3
MDC 220	Principles of Filmmaking	3
MUS 101	World of Music	3
THC 105	Introduction to Theatre	3
<b>Laboratory Sciences</b>		
AST 103	Introduction to Astronomy	4
BIO 100	Biology Concepts	4
BIO 105	Environmental Biology	4
BIO 160	Introduction to Human Anatomy and Physiology	4
BIO 181	General Biology I	4
BIO 182	General Biology II	4
BIO 201	Human Anatomy and Physiology I	4
BIO 202	Human Anatomy and Physiology II	4
BIO 205	Microbiology	4
BIO 226	Ecology	4
CHM 130	Fundamental Chemistry	4
CHM 138	An Introduction to General, Organic, and Biological Chemistry	4
CHM 151	General Chemistry I	4
CHM 152	General Chemistry II	4
CHM 235	General Organic Chemistry I	4
CHM 236	General Organic Chemistry II	4
GLG 101	Physical Geology	4
GLG 102	Historical Geology	4
GLG 110	Geologic Hazards and Disasters	4
PHY 107	Physical Concepts	4
PHY 111	General Physics I	4
PHY 112	General Physics II	4
PHY 211	Physics with Calculus I	5
PHY 212	Physics with Calculus II	5

## GENERAL EDUCATION (AAS DEGREES)

<b>Languages</b>				
ASL 101	Beginning American Sign Language I	4	COM 115	Introduction to Interpersonal Communication
ASL 102	Beginning American Sign Language II	4	COM 201	Public Speaking
FRE 101	Elementary French I	4	COM 260	Elements of Intercultural Communication
FRE 102	Elementary French II	4	ECE 171	Child Growth and Development
FRE 201	Intermediate French I	4	EDU 200	Introduction to Education
FRE 202	Intermediate French II	4	HHP 100	Personal Health
SPA 101	Elementary Spanish I	4	HIS 101	U.S. History to 1877
SPA 102	Elementary Spanish II	4	HIS 102	U.S. History Since 1865
SPA 201	Intermediate Spanish I	4	HIS 104	The Development of Europe to 1650
SPA 202	Intermediate Spanish II	4	HIS 105	Modern Europe Since 1550
Any first, second, third or fourth semester level language				
<b>Mathematics</b>				
BUS 111	Business Mathematical Calculations	3	HIS 111	History of China to 1600
MAT 100	Applied Mathematics	4	HIS 112	History of China 1600 to Present
MAT 120	Intermediate Algebra	4	HIS 221	Mexican American History and Culture
MAT 140	College Mathematics	3	MDC 102	Introduction to Media Communications
MAT 154	Precalculus Algebra	4	POS 110	United States National Politics
MAT 160	Introduction to Statistics	3	POS 120	World Politics
MAT 171	Finite Mathematics	4	PSY 101	Introduction to Psychology
MAT 181	Precalculus Trigonometry	3	PSY 171	Child Growth and Development
MAT 187	Precalculus	5	PSY 230	Social Psychology
MAT 210	Elements of Calculus	4	PSY 240	Abnormal Psychology
MAT 220	Calculus I	5	PSY 250	Developmental Psychology
MAT 230	Calculus II	4	PSY 270	Experimental Psychology
MAT 240	Calculus III	4	SOC 101	Introduction to Sociology
MAT 260	Differential Equations	4	SOC 110	Marriage and the Family
PSY 220	Introduction to Statistics	3	SOC 201	Social Problems
<b>Social Sciences</b>				
AJS 101	Introduction to Criminal Justice	3	SOC 210	Racial and Ethnic Relations
AJS 225	Criminology	3		
BUA 210	Society and Business	3		
BUA 221	Principles of Macroeconomics	3		
BUA 223	Principles of Microeconomics	3		
BUS 251	Human Relations	3		

# TRANSFER PARTNERSHIPS

## TRANSFER DEGREES FOR ASU, NAU, AND U OF A

Eastern Arizona College offers three Associate of General Studies Degrees that are appropriate for transfer to Arizona's public universities. These degrees contain the basic block of courses included in the Arizona General Education Curriculum (AGEC) as well as additional electives, giving you the appropriate number of credits needed to earn an associate degree. Successfully completing one of these degrees with a 2.5 GPA or better means all included AGEC courses will transfer as a block to ASU, NAU and UA and guarantees your admission.

The three Associate of General Studies Degrees are:

- **AGEC-A:** This degree is designed for students who plan to transfer to a university and earn a bachelor's degree in areas such as Liberal Arts, Social Sciences, Fine Arts, Public Programs, and Communication. Learn more about the AGEC-A curriculum block by visiting: [www.aztransfer.com/agec/a.html](http://www.aztransfer.com/agec/a.html)
- **AGEC-B:** This degree is designed for students who plan to transfer to a university and earn a bachelor's degree in Business and Business-related areas such as Computer Information Systems or Economics. Learn more about the AGEC-B curriculum block by visiting: [www.aztransfer.com/agec/b.html](http://www.aztransfer.com/agec/b.html)
- **AGEC-S:** This degree is designed for students who plan to transfer to a university and earn a bachelor's degree in areas such as the Physical and Biological Sciences or Mathematics. Learn more about the AGEC-S curriculum block by visiting: [www.aztransfer.com/agec/s.html](http://www.aztransfer.com/agec/s.html)

For more information on the ACEG curriculum, please visit AZTransfer at: <https://aztransmac2.asu.edu/cgi-bin/WebObjects/agec.woa/3/wo/PgDW6XNBB2RPo4Flt383Bg/0.0.7.1.6.1>

## ARIZONA STATE UNIVERSITY

Eastern Arizona College and Arizona State University are proud to partner up to give you two unique paths to a bachelor's degree.

- **ASU@The Gila Valley**

Earn a bachelor's degree from Arizona State University without leaving Thatcher, Safford and the surrounding areas. ASU and Eastern Arizona College have established a partnership that allows you to complete your associate degree at EAC and then pursue your ASU bachelor's degree through classes delivered on the EAC Thatcher campus. You can also take advantage of additional cost savings with a reduced ASU tuition rate.

ASU Programs Available at EAC:

- Bachelor of Arts in Organizational Leadership
- Bachelor of Applied Science in Applied Leadership
- Bachelor of Science in Nursing

- Bachelor of Arts in Secondary Education
- Bachelor of Arts in Elementary Education and Special Education Dual Certification

For more information, please visit: [admission.asu.edu/transfer/the-gila-valley](http://admission.asu.edu/transfer/the-gila-valley)

### MyPath2ASU™

Eastern Arizona College, in partnership with Arizona State University, is proud to offer MyPath2ASU™. The most efficient and affordable path to an ASU bachelor's degree. Students can start planning their path to ASU on day one of their EAC journey with the MyPath2ASU™ transfer experience.

Choose from more than 400 course-by-course major maps that lead to on-campus or online ASU bachelor's degrees.

MyPath2ASU™ helps to identify what courses to take at EAC for an ASU baccalaureate degree. Save time, money and minimize loss of credit during the transfer journey. Students receive a set of customized tools to ensure a simple, seamless transition into one of the nation's top 10 universities for undergraduate education.

### MyPath2ASU Transfer Process

1. **Create a MyPath2ASU™:** Choose from over 400 online and on-campus course-by-course guided pathways. Creating a MyPath2ASU™ helps with course applicability and provides learner navigation by assisting with what classes to take at EAC for an ASU bachelor's degree.
2. **MyPath2ASU™ sign up:** Receive all the pathway benefits to stay on track to earn an ASU bachelor's degree. Gain 24/7 direct access to self-service, degree progress tracking through My Transfer Guide to minimize loss of credit.
3. **Track your degree progress:** You're well on your way to ASU. Once you've activated your My Transfer Guide account, you can easily track your degree progress and make updates to your MyPath2ASU™. Receive personalized ASU communications to prepare academically and build a connection to ASU. Remember to save your username and password.
4. **Complete your MyPath2ASU™:** Prepare to transfer to ASU. Meet with ASU transfer specialists for pre-enrollment services and attend special ASU events. You're one step closer to achieving your academic goals. Apply to ASU one year before completing your MyPath2ASU™. Thrive as an ASU Sun Devil and earn your ASU bachelor's degree.

### 2NAU-AT EAC-A JOINT ADMISSION PROGRAM

Northern Arizona University and Eastern Arizona College are working together to provide you with an affordable and convenient pathway towards earning your bachelor's degree.

2NAU is a joint-admission program. You are first admitted to NAU as a non-degree seeking student while you attend classes at EAC until you are ready to claim your degree program and take classes towards your bachelor's degree at NAU.

Features of the 2NAU joint-admission program include:

- Access to on-site Transition Coordinators who connect you with NAU resources.
- Information about how your associate degree at EAC can lead to an NAU degree locally, online or in Flagstaff.
- Acceptance of transfer credits completed at EAC, significantly reducing the cost of your bachelor's degree.

#### Program Benefits

As a 2NAU student at EAC, you will have access to many resources at NAU including:

- Your NAU admissions application fee is waived.
- An NAU email address.
- An NAU ID card.
- A monthly subscription to the 2NAU newsletter The Turning Point.
- Access to student discounts and athletic events in Flagstaff.
- Merit based scholarship for students who qualify.

#### Requirements

- Must be admitted to Eastern Arizona College.
- Completed one or two semesters at Eastern Arizona College.

For additional information about the 2NAU joint-admission program, visit: [nau.edu/admission/2nau-admission/](http://nau.edu/admission/2nau-admission/)

### UA BRIDGE PROGRAM

The University of Arizona's partnership with Eastern Arizona College provides a unique opportunity for students currently enrolled at EAC to earn their bachelor's degree from the UA. Designed with you in mind, the UA Bridge program will assist in a smooth transition to the UA.

#### Program Benefits

- Guaranteed admission into most UA undergraduate degree programs.
- \$2,000 renewable scholarships for eligible students.
- Dedicated pre-transfer admission counseling.
- Access to UA peer mentors.
- And more!

#### Requirements

- Be enrolled in EAC.
- Be at least one year away from transferring to UA when you apply.
- Maintain a 2.0 GPA while in the program.
- Complete 6 or more credits per semester once in the UA Bridge program.

For more information, visit: [transfer.arizona.edu/bridge-program](http://transfer.arizona.edu/bridge-program)

### OUT-OF-STATE UNIVERSITIES

In addition to the partnerships Eastern Arizona College has created with our in-state universities, we have also partnered with several out-of-state universities to give our students multiple choices of where to continue their educational journey.

#### Brigham Young University - Provo

EAC has a transfer partnership with BYU-Provo. If you earn an Associate of Arts, Associate of Business, Associate of General Studies, or Associate of Science degree from EAC, you increase the probability of your admission to BYU and will have completed nearly all BYU University Core (GE) requirements.

#### Brigham Young University - Hawaii

Students attending Eastern Arizona College who complete their Associate of Arts, Associate of General Studies, Associate of Science, or Associate of Business degree will have met the BYU-Hawaii general education (GE) requirements with the exception of the Interdisciplinary Studies course. EAC students are encouraged to complete their associate degree, with course grades of "C" or better, prior to transferring to BYU-Hawaii to ensure the smoothest transfer process.

#### Brigham Young University - Idaho

EAC has an articulation agreement with BYU- Idaho which means that EAC Students who have earned the Associate of Arts, Associate of Science, Associate of Business, or Associate of General Studies degrees will be considered as having completed the BYU-I general education requirements.

#### Grand Canyon University

Eastern Arizona College has specific articulated associate degrees with Grand Canyon University. Students who complete an Associate of Arts or Associate of Science degree may fulfill GCU's General Education requirements. Students with an Associate of Applied Science degree must fulfill the General Education requirements and have a course-by-course evaluation completed.

#### Western New Mexico University

Students can easily apply their EAC credits toward a bachelor's degree at WNMU. Students completing any of the three AGEC modules (AGED-A, AGED-B or AGEC-S) will be deemed to have completed all WNMU General Education requirements except Oral Communication and Computer Literacy. An agreement is in place for EAC students transferring to WNMU to pursue a Bachelor of Science in Criminal Justice. In addition, the following degree completion programs are available fully online: Education, English, General Business, Interdisciplinary Studies, Nursing, Psychology, Rehabilitation Services, and Social Work. On-campus degree completion programs available to EAC transfer students include, but are not limited to: Accounting, Biology, Business Administration, Chemical Dependency, Education, Forest Wildlife, History, Mathematics, and Social Work.

#### Western Governors University

Are you beginning to look at the next steps in your academic journey? As an Eastern Arizona College partner, Western Governors University (WGU) wants to help you transition smoothly from your associate degree

to your bachelor's degree. At WGU, you can earn a respected, accredited bachelor's degree – online, on your schedule, and for less than you'd expect. Choose a degree program in business, information technology, K-12 education, or healthcare (including nursing.)

WGU is the only non-profit, online, competency-based education (CBE) university in the country. Students transferring from a U.S. community college into one of WGU's colleges can expect a comprehensive transfer policy.

WGU offers a generous transfer credit policy! Students with an Associate of Arts (A.A.) or Associate of Science (A.S.) degree usually qualify for an Upper-Division standing at WGU. Depending on your degree program, you may qualify for additional requirement waivers. If you have completed some college coursework but have not earned a degree, WGU will conduct a transcript evaluation. Your experience may waive some of your requirements.

WGU also offers a number of scholarships including a Community College Partners Scholarship (\$2,500) and Phi Theta Kappa Scholarship (\$2,500).

Free application code: WGUAZJC

#### **Out-of-State Transfer**

Out-of-state universities have differing policies regarding the transfer of general education credits. You should carefully consult the catalog of the university to which you wish to transfer.



# CURRICULA

## DEGREE PROGRAMS

60801	Administration of Justice - AA**
20801	Administration of Justice - AAS
20804	Administration of Justice - AAS - BAS Track
20615	Advanced Manufacturing Technology - AAS
60402	Art - AA
20601	Automotive Service Technology - AAS
80701	Biological Science - AS
20105	Business - AAS**
70101	Business Administration - ABus
80702	Chemistry - AS
60206	Communication Studies - AA
20603	Computer Assisted Design & Drafting Technology - AAS
20107	Computer Information Specialist - AAS
20111	Cosmetology - AAS
20121	Cyber Security - AAS
20602	Diesel Technology - AAS
60808	Early Childhood Education - AA
20803	Early Childhood Education - AAS
20805	Early Childhood Education - AAS - BAS Track
60201	Education - Elementary - AA
60202	Education - Secondary - AA
20611	Electrical and Instrumentation Technology - AAS
20703	Emergency Medical Studies - Paramedicine - AAS
80706	Engineering - AS
60203	English - AA
20705	Environmental Technology - AAS
60703	Forestry - AA
50000	General Studies - AGS**
20613	General Technical Studies - AAS**
80703	Geology - AS
20401	Graphic Design - AAS
60501	Health & Physical Education - AA
60803	History - AA
20616	HVAC-R Technologies - AAS
60205	Languages - AA
60000	Liberal Studies - AA
70102	Management Information Systems - ABus
81101	Mathematics - AS
20614	Media Communications - AAS
60405	Media Communications - AA
60403	Music - AA
20702	Nursing - AAS - RN and BSN Track Option
60102	Organizational Leadership - AA
61301	Personal Trainer - AA
80704	Physics - AS
60804	Political Science - AA
80705	Pre-Chiropractic Medicine - AA
80707	Pre-Medical Science - AA
80709	Pre-Optometry - AS
60704	Pre-Pharmacy - AA
60705	Pre-Physical Therapy - AA
60806	Psychology - AA
21301	Radiologic Technology - AAS

60807	Sociology - AA
60502	Sports Medicine Professions - AA
60404	Theatre Arts - AA
20609	Welding Technology - AAS
80710	Wildlife Biology - AS

## CERTIFICATES

30647	Advanced HVAC-R Technology
30639	Advanced Manufacturing and Design Technician
30641	Advanced Manufacturing Technician
30000	AGEC-A **
30001	AGEC-B
30002	AGEC-S
30638	Automotive Maintenance
30633	Automotive Service Consultant
30605	Automotive Technician
30648	Basic Industrial Robotic Technology
30104	Bookkeeping**
30118	Business Entrepreneurship
30134	Business Entrepreneurship Specialist
30133	Business Management
30116	Business Office Assistant**
30130	Business Project Management Fundamentals**
30121	Business Technology Specialist**
30645	Commercial Drivers License
30618	Computer Assisted Design & Drafting Technology - Level I
30613	Computer Assisted Design & Drafting Technology - Level II
30110	Cosmetology
30111	Cosmetology Instructor
30129	Cosmetology/Hairstylist
30114	Cosmetology/Nail Technician
30135	Cyber Security
30105	Database Support
30627	Diesel Technician
30814	Early Childhood Education
30628	Electrical and Instrumentation Technician
30644	Electrical Fundamentals
30701	Emergency Medical Studies - Emergency Medical Technician
30702	Emergency Medical Studies - Paramedic
30402	Graphic Design
30643	HVAC-R
30629	Industrial Plant Technician
30131	IT Support Professional
30813	Law Enforcement**
30710	Licensed Practical Nurse
30401	Media Communications
30704	Medical Assistant
31302	Medical Billing and Coding Specialist
31304	Medical Records Specialist
30706	Nursing Assistant
30708	Patient Care Technician
30502	Personal Trainer
31301	Phlebotomist Technician
30132	Programming & IT Support
30123	Retail Management

- 30119 Systems Administration & Networking  
 30642 Welding/Manufacturing Fundamentals  
 30649 Welding Techniques and Processes  
 30626 Welding Technology

**PROGRAMS OFFERED ONLY IN GILA COUNTY**

- 31303 Dental Assisting Specialist  
 20610 Fire Science - AAS  
 30635 Fire Science - Level I  
 30625 Fire Science - Level II  
 30816 Law Enforcement Training Academy

**\*\*Available On Campus and Online.**

## ADMINISTRATION OF JUSTICE

**Associate of Arts Degree**
**AA-SR 60801 (Available On Campus and Online)**

**Advisor:** Kris Matthews

This degree prepares you to transfer to a college or university and pursue a bachelor's degree in Administration of Justice. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG.woa/wa/DeptIndex?abbrev=Eastern>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

This degree is also suitable if you are currently employed in law enforcement or an allied public service profession and wish to improve your knowledge and skills. If you successfully complete AJS 117 and AJS 217 and graduate from the Law Enforcement Training Academy or provide proof of graduating from an AZ POST police academy, you will have fulfilled the following courses toward an Administration of Justice degree.

AJS 103	Criminal Investigation
AJS 155	Firearms
AJS 202	Substantive Criminal Law
AJS 220	Procedural Criminal Law
AJS 266	The Police Function
EMT 121	Cardiopulmonary Resuscitation
HPE 104	Physical Conditioning Assessment I
HPE 105	Physical Conditioning Assessment II

If you provide proof of graduating from the Arizona Department of Corrections Training Academy (COTA), or have received the Introduction to Correctional Techniques I and Introduction to Correctional Techniques II certificates from the Federal Bureau of Prisons and the Federal Law Enforcement Training Center (FLETC), you will have fulfilled the following courses toward an Administration of Justice degree.

AJS 130	The Correction Function
AJS 155	Firearms
EMT 121	Cardiopulmonary Resuscitation
HPE 104	Physical Conditioning Assessment I

**Curriculum Requirements**

AJS 101	Introduction to Criminal Justice (DI)	3 credits
AJS 103	Criminal Investigation	3 credits
AJS 130	The Correction Function	3 credits
AJS 202	Substantive Criminal Law	3 credits
AJS 220	Procedural Criminal Law	3 credits
AJS 225	Criminology (DI)	3 credits
AJS 254	Crime Control	3 credits
AJS 266	The Police Function	3 credits

**Total Curriculum Requirements**

**24 credits**

**General Education Requirements**

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

**Composition**

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

**Mathematics**

MAT 140	College Mathematics QR	
MAT 154	Precalculus Algebra	3 to 4 credits

**Lab Science**

Select from list on page 55. 8 credits

**Humanities**

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts. 6 credits

<b>Social Sciences</b>			
PSY 101      Introduction to Psychology (DI)	3 credits		3 credits
Select one additional Social Sciences course from the list on page 56.	3 credits		3 credits
<b>Options</b>			
Select courses from the list on page 56 to achieve a total of at least 35 credits in General Education courses. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.	5 to 6 credits		

## Total General Education Requirements **35 credits**

Courses listed in the General Education section of the catalog may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.

## Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 60 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections. SPA 101, Elementary Spanish I, and SPA 102, Elementary Spanish II, are highly recommended.

## Total Elective Requirements **1 credit**

## Total Minimum Degree Requirements **60 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

AJS 126	The Juvenile Function	3 credits
AJS 130	The Correction Function	3 credits
AJS 202	Substantive Criminal Law	3 credits
AJS 220	Procedural Criminal Law	3 credits
AJS 225	Criminology	3 credits
AJS 254	Crime Control	3 credits
AJS 266	The Police Function	3 credits
AJS 282	Police Supervision	3 credits

## Total Curriculum Requirements

**30 credits with a GPA of 2.00 or higher**

## General Education Requirements

### Composition

BUA 259	Business Communications	3 credits
ENG 100	Writing Fundamentals <b>QR</b>	3 credits
ENG 101	Written Communications I	3 credits

### Lab Science

Select from list on page 57	4 credits
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### Social Sciences

PSY 101	Introduction to Psychology	3 credits
	Another Social Sciences course from list on page 58.	3 credits

### Computers

CMP 101	Introduction to Computers <b>QR</b>	3 credits
CMP 103	Introduction to Computer Based Systems	3 credits

## Total General Education Requirements

**19 credits**

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

## Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 60 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections. SPA 101, Elementary Spanish I, and SPA 102, Elementary Spanish II, are highly recommended.

## Total Elective Requirements

**11 credits**

## Total Minimum Degree Requirements

**60 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

# ADMINISTRATION OF JUSTICE

## Associate of Applied Science Degree

### 20801

**Advisor:** Kris Matthews

The Administration of Justice Associate of Applied Science degree is intended for students who either plan to enter employment or who are currently working in law enforcement or related fields and want to upgrade their knowledge and skills. If you provide successfully complete AJS 117 and AJS 217 and graduate from the Law Enforcement Training Academy or provide proof of graduating from an AZ POST police academy, you will have fulfilled the following courses toward an Administration of Justice degree.

AJS 103	Criminal Investigation	
AJS 155	Firearms	
AJS 202	Substantive Criminal Law	
AJS 220	Procedural Criminal Law	
AJS 266	The Police Function	
EMT 121	Cardiopulmonary Resuscitation	
HPE 104	Physical Conditioning Assessment I	
HPE 105	Physical Conditioning Assessment II	

If you provide proof of graduating from the Arizona Department of Corrections Training Academy (COTA) or have received the Introduction to Correctional Techniques I and Introduction to Correctional Techniques II certificates from the Federal Bureau of Prisons and the Federal Law Enforcement Training Center (FLETC), you will have fulfilled the following courses toward an Administration of Justice degree.

AJS 130	The Correction Function	3 credits
AJS 155	Firearms	2 credits
EMT 121	Cardiopulmonary Resuscitation	1/2 credit
HPE 104	Physical Conditioning Assessment I	2 credits
Law Enforcement Training, Elective Credit		11 1/2 credits

## Curriculum Requirements

AJS 101	Introduction to Criminal Justice	3 credits
AJS 103	Criminal Investigation	3 credits

# ADMINISTRATION OF JUSTICE

## Associate of Applied Science Degree—BAS Track 20804

**Advisor:** Kris Matthews

The Administration of Justice Associate of Applied Science degree – University Track is intended for students who desire to further their education and complete a web-based Bachelor of Applied Science degree (BAS) from a university. It is designed as a 2+2 program to assist students entering employment, or who are currently working in law enforcement or related fields, and want to obtain a bachelor's degree. If you successfully complete AJS 117 and AJS 217 and graduate from the Law Enforcement Training Academy or provide proof of graduating from an AZ POST police academy, you will have fulfilled the following courses toward an Administration of Justice degree.

AJS 103	Criminal Investigation
AJS 155	Firearms
AJS 202	Substantive Criminal Law
AJS 220	Procedural Criminal Law
AJS 266	The Police Function
EMT 121	Cardiopulmonary Resuscitation
HPE 104	Physical Conditioning Assessment I
HPE 105	Physical Conditioning Assessment II

If you provide proof of graduating from the Arizona Department of Corrections Training Academy (COTA), or have received the Introduction to Correctional Techniques I and Introduction to Correctional Techniques II certificates from the Federal Bureau of Prisons and the Federal Law Enforcement Training Center (FLET), you will have fulfilled the following courses toward an Administration of Justice degree.

AJS 130	The Correction Function
AJS 155	Firearms
EMT 121	Cardiopulmonary Resuscitation
HPE 104	Physical Conditioning Assessment I

### Curriculum Requirements

AJS 101	Introduction to Criminal Justice	3 credits
AJS 103	Criminal Investigation	3 credits
AJS 126	The Juvenile Function	3 credits
AJS 130	The Correction Function	3 credits
AJS 202	Substantive Criminal Law	3 credits
AJS 220	Procedural Criminal Law	3 credits
AJS 225	Criminology	3 credits
AJS 254	Crime Control	3 credits
AJS 266	The Police Function	3 credits
AJS 282	Police Supervision	3 credits

**30 credits**

### Total Curriculum Requirements

#### General Education Requirements

##### Composition

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

##### Mathematics

MAT 140	College Mathematics QR	
MAT 154	Precalculus Algebra	3 to 4 credits

##### Lab Science

BIO 100	Biology Concepts	4 credits
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##### Social Sciences

PSY 101	Introduction to Psychology	3 credits
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##### Computers

CMP 103	Introduction to Computer Based Systems	3 credits
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### Total General Education Requirements **19 to 20 credits**

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

### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections. SPA 101, Elementary Spanish I, and SPA 102, Elementary Spanish II, are highly recommended.

### Total Elective Requirements

**14 to 15 credits**

### Total Minimum Degree Requirements

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

# ADVANCED MANUFACTURING AND DESIGN TECHNICIAN

### Certificate of Proficiency

#### 30639

**Advisor:** Dorian R. Nelson

This certificate will focus on skill-based training for those interested in learning how to manufacture almost anything. This short-term training process will focus on manufacturing engineering technologies. The intent of this certificate is to take students from design knowledge to an emphasis on the development and fabrication of products. Core to this certification will be the development of individual skills so students can use fabrication equipment and automated machines to produce first run products.

### Curriculum Requirements

AMT 101	Fundamentals of Machining	2 credits
AMT 102	Materials for Industry	3 credits
AMT 104	Machining and Fabrication	3 credits
AMT 110	Introduction to Fab Lab Technology	2 credits
AMT 111	Fab Lab Workshop I	1 to 3 credits
AMT 220	Advanced Manufacturing Methods QR	
DRF 271	Advanced AutoCAD QR	
WLD 211	Pipe Welding QR	
WLD 260	Flux Cored Arc and Gas Metal Arc Welding QR	
WLD 270	Technical Welding	3 to 4 credits
BUS 111	Business Mathematical Calculations QR	
MAT 100	Applied Mathematics QR	
ENG 101	Written Communications I or higher	3 to 5 credits
DRF 150	Dimensioning and Tolerancing	1 credit
DRF 154	Introduction to AutoCAD	2 to 3 credits
DRF 220	Parametric Solid Modeling	3 credits
TEC 112	Basic Hydraulics and Pneumatics	2 credits
TEC 133	Safety Practices for Industry	1 credit
WLD 101	Welding QR	
WLD 108	Welding and Metal Fabrication	3 credits

### Total Minimum Certificate Requirements

**29 to 35 credits**

In order to obtain this certificate you must:

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

## ADVANCED MANUFACTURING TECHNICIAN

### Certificate of Proficiency

**30641**

**Advisor:** Dorian R. Nelson

This certificate will focus on skill-based training for those interested in learning how to design and produce projects using EAC's Fab Lab. This short-term training process will take students from basic product design knowledge to an emphasis on fabricating small products. Core to this certification will be the development of individual skills so students can use fabrication equipment and automated machines.

### Curriculum Requirements

Note: The student cannot take DRF 154 for 2 credits and TEC 112 for 2 credits to meet the total minimum certificate credits of 16.

AMT 101	Fundamentals of Machining	2 credits
AMT 102	Materials for Industry	3 credits
AMT 104	Machining and Fabrication <u>OR</u>	
TEC 112	Basic Hydraulics and Pneumatics	2 to 3 credits
AMT 110	Introduction to Fab Lab Technology	2 credits
DRF 154	Introduction to AutoCAD <u>OR</u>	
DRF 220	Parametric Solid Modeling	2 to 3 credits
TEC 133	Safety Practices for Industry	1 credit
WLD 101	Welding <u>OR</u>	
WLD 108	Welding and Metal Fabrication	3 credits

### Total Minimum Certificate Requirements

**16 to 17 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 8 certificate credits at Eastern Arizona College.

## ADVANCED MANUFACTURING TECHNOLOGY

### Associate of Applied Science Degree

**20615**

**Advisor:** Dorian R. Nelson

This program of study provides skill-based training for those interested in design and advanced manufacturing with an emphasis on fabrication processes. Instruction will revolve around development of products and production of these products. Core to this degree will be a fabrication laboratory concept of sharing ideas and producing innovative products using manual equipment and automated machines. This AAS degree is also available as a transfer degree to a BAS program. See your advisor for information concerning the transfer degree.

### Curriculum Requirements

AMT 101	Fundamentals of Machining	2 credits
AMT 102	Materials for Industry	3 credits
AMT 104	Machining and Fabrication	3 credits
AMT 110	Introduction to Fab Lab Technology	2 credits
AMT 111	Fab Lab Workshop I	1 to 3 credits
AMT 220	Advanced Manufacturing Methods	4 credits
DRF 150	Dimensioning and Tolerancing	1 credit
DRF 154	Introduction to AutoCAD	2 to 3 credits
DRF 160	Descriptive Geometry	3 credits
DRF 220	Parametric Solid Modeling	3 credits
TEC 112	Basic Hydraulics and Pneumatics	2 credits
TEC 133	Safety Practices for Industry	1 credit
WLD 108	Welding and Metal Fabrication	3 credits

### Total Curriculum Requirements

**30 to 33 credits**

**GPA of 2.0 or higher**

### Curriculum Related Requirements

In addition to the required courses above, select from the following Curriculum Related courses to complete a total of 40 curriculum credits:

Note: Students can choose a comprehensive program by selecting courses from multiple departments OR students can choose to emphasize their program of study by choosing multiple courses from the same department.

AMT 211	Fab Lab Workshop II	1 to 3 credits
AMT 240	Advanced Manufacturing Production Processes	3 credits
DRF 108	Technical Drafting	2 credits
DRF 271	Advanced AutoCAD	3 credits
DRF 299	Independent Study	1 to 3 credits
EGR 102	Introduction to Engineering	4 credits
ELT 110	Electricity and Electronics <u>OR</u>	
AUT 105	Automotive Electrical Fundamentals	2 to 3 credits
ELT 111	DC Electrical Systems	3 credits
ELT 112	AC Electrical Systems	3 credits
ELT 161	Process Measurement Instrumentation I	3 credits
ELT 271	Programmable Logic Controllers	3 credits
SBM 110	Introduction to Entrepreneurship	3 credits
TEC 191	Industry Internship I <u>OR</u>	
TEC 299	Independent Study	1 to 4 credits
WLD 101	Welding	3 credits
WLD 201	Repair Welding and Fabrication	3 credits
WLD 211	Pipe Welding	3 credits
WLD 260	Flux Cored Arc and Gas Metal Arc Welding	3 credits
WLD 270	Technical Welding	3 credits

### Total Curriculum Related Requirements

**7 to 10 credits**

**GPA of 2.0 or higher**

### General Education Requirements

#### Composition

ENG 101	Written Communications I or higher	3 credits
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#### Mathematics

BUS 111	Business Mathematical Calculations <u>OR</u>	
MAT 100	Applied Mathematics or higher	3 to 5 credits

Select a sufficient number of credits from the list of General Education courses on pages 57-58 to obtain the 18 credits required. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education where the maximum is two credits.

### Total General Education Requirements

**18 credits**

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

### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. For students earning the AAS degree, it is highly recommended students choose electives from the Curriculum Related courses. For students transferring to a BAS program, it is highly recommended students choose additional General Education courses to complete the AGEC-A requirements. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

### Total Elective Requirements

**6 credits**

### Total Minimum Degree Requirements

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Complete each required course above with a grade of "C" or better.
- Attain a cumulative grade point average of 2.00 or higher.

- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

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

### Certificate for Transfer

### 30000 (Available On Campus and Online)

**Advisors:** Gina Roebuck, Craig Smith

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

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

- |              |             |                   |
|--------------|-------------|-------------------|
| • Art        | • English   | • Health and P.E. |
| • History    | • Languages | • Music           |
| • Psychology | • Sociology | • Theatre         |

To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry (IW) course. You must also complete a Global/International/Historical Awareness (GIH) course and a Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

### Composition

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

### 3 to 5 credits

### Mathematics

Select one course from this list:

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

### 8 credits

### Lab Science

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

AST 103	Introduction to Astronomy
BIO 100	Biology Concepts
BIO 105	Environmental Biology
BIO 160	Introduction to Human Anatomy and Physiology
BIO 181	General Biology I
BIO 182	General Biology II
BIO 201	Human Anatomy and Physiology I
BIO 202	Human Anatomy and Physiology II
BIO 205	Microbiology
BIO 226	Ecology
CHM 130	Fundamental Chemistry
CHM 138	An Introduction to General, Organic, and Biological Chemistry
CHM 151	General Chemistry I
CHM 152	General Chemistry II
CHM 235	General Organic Chemistry I
CHM 236	General Organic Chemistry II (IW)

GLG 101	Physical Geology
GLG 102	Historical Geology
GLG 110	Geologic Hazards and Disasters (GIH)
PHY 107	Physical Concepts
PHY 111	General Physics I
PHY 112	General Physics II
PHY 211	Physics with Calculus I
PHY 212	Physics with Calculus II

### Humanities

### 6 to 9 credits

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

#### **ART 133** *World Art I (GIH) (DI)*

#### **ART 134** *World Art II (GIH) (DI)*

ECE 281 Children's Literature (DI) *OR*

EDU 281 Children's Literature (DI) *OR*

ENG 281 Children's Literature (DI)

ENG 201 World Literature I (IW) (GIH) (DI)

ENG 202 World Literature II (IW) (GIH) (DI)

ENG 218 Writing About Literature (IW) (DI)

ENG 221 English Literature I (IW) (DI)

ENG 222 English Literature II (IW) (DI)

ENG 241 American Literature I (IW) (GIH) (DI)

ENG 242 American Literature II (IW) (GIH) (DI)

ENG 280 Introduction to Literature (IW) (DI)

MDC 100 Introduction to Film Studies

MDC 115 Cinematic Storytelling

MDC 200 Film History (GIH)

MDC 220 Principles of Filmmaking

#### **MUS 101** *World of Music (GIH) (DI)*

#### **THC 105** *Introduction to Theatre (GIH) (DI)*

### Social Sciences

### 6 to 9 credits

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

AJS 101 Introduction to Criminal Justice (DI)

AJS 225 Criminology (DI)

BUA 210 Society and Business (DI)

BUA 221 Principles of Macroeconomics (GIH) (DI)

BUA 223 Principles of Microeconomics (DI)

COM 201 Public Speaking

COM 260 Elements of Intercultural Communication (IW) (DI)

ECE 171 Child Growth and Development (DI) *OR*

PSY 171 Child Growth and Development (DI)

EDU 200 Introduction to Education (DI)

HHP 100 Personal Health (DI)

HIS 101 U.S. History to 1877 (GIH) (DI)

HIS 102 U.S. History Since 1865 (GIH) (DI)

HIS 104 The Development of Europe to 1650 (GIH) (DI)

HIS 105 Modern Europe Since 1550 (GIH) (DI)

HIS 111 History of China to 1600 (GIH) (DI)

HIS 112 History of China 1600 to Present (GIH) (DI)

HIS 221 Mexican American Culture and History (IW) (GIH) (DI)

MDC 102 Introduction to Media Communications (DI)

POS 110 United States National Politics (GIH) (DI)

POS 120 World Politics (GIH) (DI)

PSY 101 Introduction to Psychology (DI)

PSY 230 Social Psychology (DI)

PSY 240 Abnormal Psychology (DI)

PSY 250 Developmental Psychology (DI)

PSY 270 Experimental Psychology (IW) (DI)

- SOC 101 Introduction to Sociology (GIH) (DI)  
 SOC 110 Marriage and the Family (DI)  
 SOC 201 Social Problems (DI)  
 SOC 210 Racial and Ethnic Relations (GIH) (DI)

**Options**

Select two courses from this list. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections. Options courses are designed to enhance your General Education background and to expand course selection opportunity to meet specific university requirements. Options courses may be chosen from any of the GE courses listed above. Additional courses which also meet the Options requirement are listed below.

- ASL 101 Beginning American Sign Language I  
 ASL 102 Beginning American Sign Language II  
 CMP 103 Introduction to Computer Based Systems  
 COM 215 Interviewing Principles and Practices (IW)  
 ENG 217 Writing Reflective Essays (IW) (DI)  
 FRE 101 Elementary French I (GIH) (DI)  
 FRE 102 Elementary French II (GIH) (DI)  
 FRE 201 Intermediate French I (GIH) (DI)  
 FRE 202 Intermediate French II (GIH) (DI)  
 SPA 101 Elementary Spanish I (GIH) (DI)  
 SPA 102 Elementary Spanish II (GIH) (DI)  
 SPA 201 Intermediate Spanish I (GIH) (DI)  
 SPA 202 Intermediate Spanish II (GIH) (DI)

Any first, second, third or fourth semester level language

**Intensive Writing**

- CHM 236 General Organic Chemistry II (IW)  
 COM 215 Interviewing Principles and Practices (IW)  
 COM 260 Elements of Intercultural Communication (IW) (DI)  
 ENG 201 World Literature I (IW) (GIH) (DI)  
 ENG 202 World Literature II (IW) (GIH) (DI)  
 ENG 217 Writing Reflective Essays (IW) (DI)  
 ENG 218 Writing About Literature (IW) (DI)  
 ENG 221 English Literature I (IW) (DI)  
 ENG 222 English Literature II (IW) (DI)  
 ENG 241 American Literature I (IW) (GIH) (DI)  
 ENG 242 American Literature II (IW) (GIH) (DI)  
 ENG 280 Introduction to Literature (IW) (DI)  
 PSY 270 Experimental Psychology (IW) (DI)

**0 to 6 credits****0 to 4 credits****35 credits****Total Minimum Certificate Requirements**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- Attain a cumulative grade point average of 2.00 or higher.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 15 certificate credits at Eastern Arizona College.

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

**Certificate for Transfer****30001**

**Advisors:** Michael Fox, Gina Roebuck, Scott Russell, Craig Smith

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

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

To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry (IW) course. You must also complete a Global/International/Historical Awareness (GIH) course and a Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

**Composition**

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

**Mathematics**

- |         |                                |           |
|---------|--------------------------------|-----------|
| MAT 210 | Elements of Calculus or higher | 4 credits |
|---------|--------------------------------|-----------|

**Lab Science**

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

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

**8 credits****Humanities**

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

- |                |                                      |
|----------------|--------------------------------------|
| <b>ART 133</b> | <b>World Art I (GIH) (DI)</b>        |
| <b>ART 134</b> | <b>World Art II (GIH) (DI)</b>       |
| ECE 281        | Children's Literature (DI) <u>OR</u> |
| EDU 281        | Children's Literature (DI) <u>OR</u> |
| ENG 281        | Children's Literature (DI)           |
| ENG 201        | World Literature I (IW) (GIH) (DI)   |
| ENG 202        | World Literature II (IW) (GIH) (DI)  |

**6 to 9 credits**

ENG 218	Writing About Literature (IW) (DI)
ENG 221	English Literature I (IW) (DI)
ENG 222	English Literature II (IW) (DI)
ENG 241	American Literature I (IW) (GIH) (DI)
ENG 242	American Literature II (IW) (GIH) (DI)
ENG 280	Introduction to Literature (IW) (DI)
MDC 100	Introduction to Film Studies
MDC 115	Cinematic Storytelling
MDC 200	Film History (GIH)
MDC 220	Principles of Filmmaking
<b>MUS 101</b>	<b>World of Music (GIH) (DI)</b>
<b>THC 105</b>	<b>Introduction to Theatre (GIH) (DI)</b>

**Social Sciences**

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

AJS 101	Introduction to Criminal Justice (DI)
AJS 225	Criminology (DI)
BUA 210	Society and Business (DI)
BUA 221	Principles of Macroeconomics (GIH) (DI)
BUA 223	Principles of Microeconomics (DI)
COM 201	Public Speaking
COM 260	Elements of Intercultural Communication (IW) (DI)
ECE 171	Child Growth and Development (DI) <u>OR</u>
PSY 171	Child Growth and Development (DI)
EDU 200	Introduction to Education (DI)
HHP 100	Personal Health (DI)
HIS 101	U.S. History to 1877 (GIH) (DI)
HIS 102	U.S. History Since 1865 (GIH) (DI)
HIS 104	The Development of Europe to 1650 (GIH) (DI)
HIS 105	Modern Europe Since 1550 (GIH) (DI)
HIS 111	History of China to 1600 (GIH) (DI)
HIS 112	History of China 1600 to Present (GIH) (DI)
HIS 221	Mexican American Culture and History (IW) (GIH) (DI)
MDC 102	Introduction to Media Communications (DI)
POS 110	United States National Politics (GIH) (DI)
POS 120	World Politics (GIH) (DI)
PSY 101	Introduction to Psychology (DI)
PSY 230	Social Psychology (DI)
PSY 240	Abnormal Psychology (DI)
PSY 250	Developmental Psychology (DI)
PSY 270	Experimental Psychology (IW) (DI)
SOC 101	Introduction to Sociology (GIH) (DI)
SOC 110	Marriage and the Family (DI)
SOC 201	Social Problems (DI)
SOC 210	Racial and Ethnic Relations (GIH) (DI)

**Computers**

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

Select one course from this list. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections. Options courses are designed to enhance your General Education background and to expand course selection opportunity to meet specific university requirements. Options courses may be chosen from any of the GE courses listed above. Additional courses which also meet the Options requirement are listed below.

ASL 101	Beginning American Sign Language I
ASL 102	Beginning American Sign Language II
COM 215	Interviewing Principles and Practices (IW)
ENG 217	Writing Reflective Essays (IW) (DI)
FRE 101	Elementary French I (GIH) (DI)
FRE 102	Elementary French II (GIH) (DI)

FRE 201	Intermediate French I (GIH) (DI)
FRE 202	Intermediate French II (GIH) (DI)
SPA 101	Elementary Spanish I (GIH) (DI)
SPA 102	Elementary Spanish II (GIH) (DI)
SPA 201	Intermediate Spanish I (GIH) (DI)
SPA 202	Intermediate Spanish II (GIH) (DI)

Any first, second, third or fourth semester level language  
Any Mathematics courses MAT 140 or higher except MAT 156 and MAT 157

**Intensive Writing**

CHM 236	General Organic Chemistry II (IW)
COM 215	Interviewing Principles and Practices (IW)
COM 260	Elements of Intercultural Communication (IW) (DI)
ENG 201	World Literature I (IW) (GIH) (DI)
ENG 202	World Literature II (IW) (GIH) (DI)
ENG 217	Writing Reflective Essays (IW) (DI)
ENG 218	Writing About Literature (IW) (DI)
ENG 221	English Literature I (IW) (DI)
ENG 222	English Literature II (IW) (DI)
ENG 241	American Literature I (IW) (GIH) (DI)
ENG 242	American Literature II (IW) (GIH) (DI)
ENG 280	Introduction to Literature (IW) (DI)
PSY 270	Experimental Psychology (IW) (DI)

**0 to 4 credits****Total Minimum Certificate Requirements****36 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- Attain a cumulative grade point average of 2.00 or higher.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 15 certificate credits at Eastern Arizona College.

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

**Certificate for Transfer****30002**

**Advisors:** David Morris, Gina Roebuck, Craig Smith

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

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

To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry (IW) course. You must also complete a Global/International/Historical Awareness (GIH) course and a Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

**Composition**

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

**Mathematics**

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

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

BIO 181	General Biology I
BIO 182	General Biology II
BIO 201	Human Anatomy and Physiology I

**8 credits**

# CURRICULA

BIO 202	Human Anatomy and Physiology II
CHM 151	General Chemistry I
CHM 152	General Chemistry II
CHM 235	General Organic Chemistry I
CHM 236	General Organic Chemistry II (IW)
GLG 101	Physical Geology
GLG 102	Historical Geology
PHY 111	General Physics I
PHY 112	General Physics II
PHY 211	Physics with Calculus I
PHY 212	Physics with Calculus II

## Humanities

**6 credits**

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

**ART 133 World Art I (GIH) (DI)**

**ART 134 World Art II (GIH) (DI)**

ECE 281	Children's Literature (DI) <u>OR</u>
EDU 281	Children's Literature (DI) <u>OR</u>
ENG 281	Children's Literature (DI)
ENG 201	World Literature I (IW) (GIH) (DI)
ENG 202	World Literature II (IW) (GIH) (DI)
ENG 218	Writing About Literature (IW) (DI)
ENG 221	English Literature I (IW) (DI)
ENG 222	English Literature II (IW) (DI)
ENG 241	American Literature I (IW) (GIH) (DI)
ENG 242	American Literature II (IW) (GIH) (DI)
ENG 280	Introduction to Literature (IW) (DI)
MDC 100	Introduction to Film Studies
MDC 115	Cinematic Storytelling
MDC 200	Film History (GIH)
MDC 220	Principles of Filmmaking
<b>MUS 101 World of Music (GIH) (DI)</b>	
<b>THC 105 Introduction to Theatre (GIH) (DI)</b>	

## Social Sciences

**6 credits**

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

AJS 101	Introduction to Criminal Justice (DI)
AJS 225	Criminology (DI)
BUA 210	Society and Business (DI)
BUA 221	Principles of Macroeconomics (GIH) (DI)
BUA 223	Principles of Microeconomics (DI)
COM 201	Public Speaking
COM 260	Elements of Intercultural Communication (IW) (DI)
ECE 171	Child Growth and Development (DI) <u>OR</u>
PSY 171	Child Growth and Development (DI)
EDU 200	Introduction to Education (DI)
HHP 100	Personal Health (DI)
HIS 101	U.S. History to 1877 (GIH) (DI)
HIS 102	U.S. History Since 1865 (GIH) (DI)
HIS 104	The Development of Europe to 1650 (GIH) (DI)
HIS 105	Modern Europe Since 1550 (GIH) (DI)
HIS 111	History of China to 1600 (GIH) (DI)
HIS 112	History of China 1600 to Present (GIH) (DI)
HIS 221	Mexican American Culture and History (IW) (GIH) (DI)
MDC 102	Introduction to Media Communications (DI)
POS 110	United States National Politics (GIH) (DI)
POS 120	World Politics (GIH) (DI)
PSY 101	Introduction to Psychology (DI)

PSY 230	Social Psychology (DI)
PSY 240	Abnormal Psychology (DI)
PSY 250	Developmental Psychology (DI)
PSY 270	Experimental Psychology (IW) (DI)
SOC 101	Introduction to Sociology (GIH) (DI)
SOC 110	Marriage and the Family (DI)
SOC 201	Social Problems (DI)
SOC 210	Racial and Ethnic Relations (GIH) (DI)

## Options

**8 credits**

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

## Intensive Writing

**0 to 4 credits**

CHM 236	General Organic Chemistry II (IW)
COM 215	Interviewing Principles and Practices (IW)
COM 260	Elements of Intercultural Communication (IW) (DI)
ENG 201	World Literature I (IW) (GIH) (DI)
ENG 202	World Literature II (IW) (GIH) (DI)
ENG 217	Writing Reflective Essays (IW) (DI)
ENG 218	Writing About Literature (IW) (DI)
ENG 221	English Literature I (IW) (DI)
ENG 222	English Literature II (IW) (DI)
ENG 241	American Literature I (IW) (GIH) (DI)
ENG 242	American Literature II (IW) (GIH) (DI)
ENG 280	Introduction to Literature (IW) (DI)
PSY 270	Experimental Psychology (IW) (DI)

## Total Minimum Certificate Requirements

**39 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- Attain a cumulative grade point average of 2.00 or higher.  
File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 15 certificate credits at Eastern Arizona College.

# ART

## Associate of Arts Degree

### AA-SR 60402

**Advisor:** Stuart Gibson

This curriculum provides the first two years of a four-year program in art at a professional art school or at a college of fine arts at one of the state's public universities. Upon completion of one of these degrees at EAC, you will be able to transfer into a four-year college or university program. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs. If you plan to terminate formal education after attending EAC and seek employment immediately upon graduation, the EAC Graphic Design curriculum may be a better choice than these degrees. You are advised to take one or more art courses before making serious plans for a career in art.

## Curriculum Requirements

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

<b>Total Curriculum Requirements</b>		<b>22 credits</b>		
<b>General Education Requirements</b>				
AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.				
<b>Composition</b>				
ENG 101 Written Communications I	3 credits	AUT 180 Automotive Service Techniques	2 to 4 credits	
ENG 102 Written Communications II	3 credits	AUT 105 Automotive Electrical Fundamentals	2 credits	
<b>Mathematics</b>		AUT 280 Advanced Shop	4 credits	
Select from list on pages 55-56.	3 to 5 credits			
<b>Lab Science</b>				
Select from list on page 55.	8 credits	AUT 107 Automotive Electrical Systems and Equipment	2 credits	
<b>Humanities</b>		AUT 110 Fuel and Emission Systems	2 to 3 credits	
ART 133 World Art I (GIH) (DI)	3 credits	AUT 131 Steering and Suspension Systems	3 credits	
ART 134 World Art II (GIH) (DI)	3 credits	AUT 132 Automotive Brake Systems	2 credits	
Another Humanities course from list on pages 55 which also fulfills the Intensive Writing Requirement.	3 credits			
<b>Social Sciences</b>				
Choose from Social Sciences list on page 56.	6 credits			
Choose courses from more than one department.				
<b>Options</b>				
Choose one course from list on page 56. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.	3 credits			
<b>Total General Education Requirements</b>	<b>35 to 37 credits</b>			
Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.				
<b>Elective Requirements</b>				
To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <a href="https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG">https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG</a> . Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.				
<b>Total Elective Requirements</b>	<b>5 to 7 credits</b>			
<b>Total Minimum Degree Requirements</b>	<b>64 credits</b>			
In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:				
<ul style="list-style-type: none"> <li>• Complete at least 16 degree credits at Eastern Arizona College.</li> <li>• Attain a cumulative grade point average of 2.00 or higher.</li> <li>• File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.</li> <li>• Remove any indebtedness to the College.</li> </ul>				

## AUTOMOTIVE MAINTENANCE

### Certificate of Proficiency

**30638**

**Advisor:** Lloyd Adams

This certificate is designed to provide basic automotive skills training needed to be efficient at performing vehicle preventative maintenance procedures. This training program provides students with an opportunity to take the first step towards entry into an automotive repair career. This short-term program of study will help prepare students for ASE certification examinations.

### Curriculum Requirements

Select at least 8 credits from the following courses:

AUT 101 Introduction to Automotive Technology OR

AUT 180	Automotive Service Techniques	2 to 4 credits
AUT 105	Automotive Electrical Fundamentals	2 credits
AUT 280	Advanced Shop	4 credits

### Curriculum Related Requirements

Select at least 8 credits from the following courses:

AUT 107	Automotive Electrical Systems and Equipment	2 credits
AUT 110	Fuel and Emission Systems	2 to 3 credits
AUT 131	Steering and Suspension Systems	3 credits
AUT 132	Automotive Brake Systems	2 credits

### Total Minimum Certificate Requirements

**16 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 8 certificate credits at Eastern Arizona College.

## AUTOMOTIVE SERVICE CONSULTANT

### Certificate of Proficiency

**30633**

**Advisor:** Lloyd Adams

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

### Curriculum Requirements

Select at least 20 credits from the following courses:

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

### Curriculum Related Requirements

Select at least 10 credits from the following courses:

AUT 297	Workshop <u>OR</u>	
AUT 299	Independent Study	1 to 3 credits
BUS 259	Business Communications	3 credits
BUS 221	Human Resource Management	3 credits
CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits
COE 111	Cooperative Education I (Occupational)	1 to 3 credits
CSL 115	Community Outreach Through Service Learning	1 to 2 credits
SBM 221	Business Ethics	3 credits

### Total Minimum Certificate Requirements

**30 credits**

In order to obtain this certificate you must:

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

# AUTOMOTIVE SERVICE TECHNOLOGY

## Associate of Applied Science Degree

**20601**

**Advisor:** Lloyd Adams

EAC supports ASE certification of technicians.

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



### Curriculum Requirements

AUT 105	Automotive Electrical Fundamentals	2 credits
AUT 106	Internal Combustion Engines	4 credits
AUT 107	Automotive Electrical Systems and Equipment	2 credits
AUT 110	Fuel and Emission Systems	2 to 3 credits
AUT 120	Manual Transmission and Drive Train	3 credits
AUT 131	Steering and Suspension Systems	3 credits
AUT 132	Automotive Brake Systems	2 credits
AUT 180	Automotive Service Techniques <u>OR</u>	2 to 4 credits
AUT 101	Introduction to Automotive Technology	2 credits
AUT 220	Automotive Electronics and Computerized Vehicle Controls	4 credits
AUT 230	Automatic Transmissions	4 credits
AUT 260	Vehicle Performance and Diagnosis	3 credits
AUT 266	Vehicle Heating and Air Conditioning	3 credits
AUT 280	Advanced Shop	4 credits
Choose at least 7-10 additional credits from the following to obtain the 46 credits of Curriculum Requirements:		
AMT 101	Fundamentals of Machining	2 credits
AMT 104	Machining and Fabrication	3 credits
AMT 110	Introduction to Fab Lab Technology	2 credits
AUT 150	Automotive Painting and Refinishing	3 credits
AUT 297	Workshop <u>OR</u>	1 to 3 credits
AUT 299	Independent Study	2 credits
COE 101	Job Seeking Strategies	1 to 4 credits
COE 111	Cooperative Education I (Occupational)	3 credits
SBM 110	Introduction to Entrepreneurship	1 credit
SBM 231	Business Planning	2 credits
TEC 112	Basic Hydraulics and Pneumatics	3 credits
WLD 101	Welding	3 credits
WLD 108	Welding and Metal Fabrication	3 credits
WLD 201	Repair Welding and Fabrication	3 credits
WLD 260	Flux Cored Arc and Gas Metal Arc Welding	3 credits
WLD 270	Technical Welding	3 credits

### Total Curriculum Requirements

**46 credits with a GPA of 2.00 or higher**

### General Education Requirements

#### Mathematics/Composition

BUS 111	Business Mathematical Calculations <u>AND/OR</u>	
ENG 100	Writing Fundamentals or higher	3 to 6 credits

#### Computers

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

#### Counseling

CSL 115	Community Outreach Through Service Learning	1 to 2 credits
Select a sufficient number of credits from the list of General Education courses on pages 57-58 to obtain the 18 credits required. You may not exceed nine credits in any GE		

category, with the exception of Health and Physical Education where the maximum is two credits.

### Total General Education Requirements

**18 credits**

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

### Total Minimum Degree Requirements

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

# AUTOMOTIVE TECHNICIAN

## Certificate of Proficiency

**30605**

**Advisor:** Lloyd Adams

The Automotive Technician certificate program is designed to provide in one year much of the basic automotive skills training needed to be productive in an automotive service facility. Additionally, this certificate will help prepare the student for ASE certification tests.

### Core Automotive Curriculum Requirements

Select at least 10 credits from the following courses:

AUT 101	Introduction to Automotive Technology <u>OR</u>	
AUT 180	Automotive Service Techniques	2 to 4 credits
AUT 105	Automotive Electrical Fundamentals	2 credits
AUT 106	Internal Combustion Engines	4 credits
AUT 107	Automotive Electrical Systems and Equipment	2 credits
AUT 280	Advanced Shop	4 credits

### Driveability Area Curriculum Requirements

Select at least 5 credits from the following courses:

AUT 110	Fuel and Emission Systems	2 to 3 credits
AUT 220	Automotive Electronics and Computerized Vehicle Controls	2 credits
AUT 260	Vehicle Performance and Diagnosis	3 credits

### Chassis & Power Train Area Curriculum Requirements

Select at least 8 credits from the following courses:

AUT 120	Manual Transmission and Drive Train	3 credits
AUT 131	Steering and Suspension Systems	3 credits
AUT 132	Automotive Brake Systems	2 credits
AUT 230	Automatic Transmissions	4 credits
AUT 266	Vehicle Heating and Air Conditioning	3 credits

### Curriculum Related Requirements

Select at least 7 credits from the following courses:

AMT 101	Fundamentals of Machining	2 credits
AMT 104	Machining and Fabrication	3 credits
AMT 110	Introduction to Fab Lab Technology	2 credits
AUT 297	Workshop <u>OR</u>	1 to 3 credits
AUT 299	Independent Study	
CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits
COE 101	Job Seeking Strategies <u>OR</u>	
COE 111	Cooperative Education I (Occupational)	1 to 3 credits
CSL 115	Community Outreach Through Service Learning	1 to 2 credits
WLD 101	Welding <u>OR</u>	

WLD 108	Welding and Metal Fabrication	3 credits
WLD 201	Repair Welding and Fabrication	3 credits

**Total Minimum Certificate Requirements**

In order to obtain this certificate you must:

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

**30 credits****Elective Requirements**

To obtain this degree you must take a minimum of six credit hours of approved elective courses numbered 100 or above. Approved courses are listed in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report.

**Total Elective Requirements****6 credits****Total Minimum Degree Requirements****64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## BIOLOGICAL SCIENCE

**Associate of Science Degree****AS-SR 80701****Advisors:** Tammy Gillespie, Dave Henson

This degree will meet the requirements for the first two years of a four-year program in a college of arts and science at Arizona's public universities. Upon graduation with this AS degree, you may enter upper-division work in any one of the life science fields (biology, botany, zoology, or other specialized area). Or, you may enter a college of education to major in biological science with the intention of teaching in a secondary school upon completing a bachelor's degree and obtaining a teacher's certificate. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

**Curriculum Requirements**

BIO 181	General Biology I	4 credits
BIO 182	General Biology II	4 credits
MAT 160	Introduction to Statistics	3 credits
PHY 111	General Physics I	4 credits
PHY 112	General Physics II	4 credits

**19 credits****Total Curriculum Requirements****General Education Requirements**

AGEC-S. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements. CHM 236 satisfies the IW requirement.

**Composition**

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

**Mathematics**

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

CHM 151	General Chemistry I	4 credits
CHM 152	General Chemistry II	4 credits
CHM 235	General Organic Chemistry I	4 credits
CHM 236	General Organic Chemistry II (IW)	4 credits

**Humanities**

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.

6 credits

**Social Sciences**

Select from Social Sciences list on page 56. Choose courses from more than one department.

6 credits

**Total General Education Requirements****39 credits**

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

## BOOKKEEPING

**Certificate of Proficiency****30104 (Available On Campus and Online)****Advisor:** Michael Fox

This certificate will prepare you for entry-level positions in bookkeeping and accounting.

**Curriculum Requirements**

AIS 117	Electronic Keyboarding I <u>QR</u>	3 credits
AIS 118	Electronic Keyboarding II	3 credits
AIS 214	The Office Professional	3 credits
BUS 101	Fundamentals of Accounting <u>QR</u>	3 credits
BUA 233	Uses of Accounting Information I	3 credits
BUS 111	Business Mathematical Calculations	3 credits
BUS 205	Accounting with QuickBooks	3 credits
CMP 101	Introduction to Computers <u>QR</u>	3 credits
CMP 103	Introduction to Computer Based Systems	3 credits

**Total Minimum Certificate Requirements****18 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 9 certificate credits at Eastern Arizona College.

## BUSINESS

**Associate of Applied Science Degree****20105 (Available On Campus and Online)****Advisors:** Dana Barnett, Tammy Campbell, Michael Fox, Derek Rich

This degree provides you with a general business background.

Students must complete one of the following Certificates of Proficiency:

- \* 30116 Business Office Assistant
- \* 30118 Business Entrepreneurship
- \* 30133 Business Management

**Total Certificate Requirements****33 credits****Curriculum Requirements**

CMP 161	Electronic Spreadsheet with Microsoft Excel	3 credits
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**Total Curriculum Requirements****3 credits**

## Curriculum Related Requirements

Choose at least 10 additional credits from any EAC courses from the AIS, BUA, BUS, COE, or SBM Departments

### Total Curriculum Related Requirements 10 credits

#### General Education Requirements

##### Computers

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

##### Composition

BUA 259	Business Communications	3 credits
ENG 100	Writing Fundamentals <u>OR</u>	
ENG 101	Written Communications I	3 credits

##### Mathematics

BUS 111	Business Mathematical Calculations	3 credits
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##### Social Sciences

BUA 221	Principles of Macroeconomics <u>OR</u>	
BUA 223	Principles of Microeconomics	3 credits
BUS 251	Human Relations	3 credits

### Total General Education Requirements 18 credits

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

### Total Minimum Degree Requirements 64 credits

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

- Complete at least 16 certificate degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

# BUSINESS ADMINISTRATION

## Associate of Business Degree

### ABus 70101

Advisor: Michael Fox

This degree prepares students to transfer to a college or university and pursue a bachelor's degree in Business Administration. Upon obtaining the bachelor's degree, you are prepared for employment in fields such as Accounting, Computer Information Systems, Economics, Finance, Management or Marketing. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

### Curriculum Requirements

A grade of "C" or better in each of the following courses along with a cumulative grade point average of 2.5 or better is required for admission to the junior and senior years of a business program at Arizona's state universities.

BUA 220	Business Statistics	3 credits
BUA 233	Uses of Accounting Information I	3 credits
BUA 243	Uses of Accounting Information II	3 credits
BUA 245	Legal Environment of Business	3 credits
BUA 259	Business Communications	3 credits
BUA 289	Business Capstone	3 credits

### Total Curriculum Requirements 18 credits

## Curriculum Related Requirements

Any EAC courses from the BUA, BUS, or SBM Departments. The courses selected must be listed in the Course Equivalency Guide as an elective or better to all three major Arizona universities. You may obtain a copy of the Arizona Course Equivalency Guide on the Internet at [www.aztransfer.com](http://www.aztransfer.com).

### Total Curriculum Related Requirements 6 credits

#### General Education Requirements

AGEC-B. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

##### Composition

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

##### Mathematics

MAT 210	Elements of Calculus or higher	4 to 5 credits
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##### Lab Science

Select two courses from the list on page 55. 8 credits

##### Humanities

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts. 6 credits

##### Social Sciences

BUA 221	Principles of Macroeconomics (GIH) (DI)	3 credits
BUA 223	Principles of Microeconomics (DI)	3 credits
Select another non-BUA department Social Sciences course from list on page 56.		
See note below for ASU specific Social Science transfer courses.		

##### Computers

CMP 103	Introduction to Computer Based Systems	3 credits
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### Total General Education Requirements 36 to 37 credits

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

### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

### Total Elective Requirements 3 to 4 credits

### Total Minimum Degree Requirements 64 credits

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

- Complete at least 16 certificate degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

NOTE: ASU's W.P. Carey School of Business Bachelor of Business Administration degree requires both PSY 101, Introduction to Psychology and SOC 101, Introduction to Sociology. Students transferring to ASU should consider taking both of these Social Science courses in addition to BUA 221, Principles of Macroeconomics and BUA 223, Principles of Microeconomics.

## BUSINESS ENTREPRENEURSHIP

### Certificate of Proficiency

#### 30118

**Advisor:** Michael Fox

This certificate will prepare you for careers in the middle-management of retail, wholesale, and industrial organizations, or for self-employment.

#### Curriculum Requirements

BUA 245	Legal Environment of Business	3 credits
BUA 259	Business Communications	3 credits
BUA 289	Business Capstone	3 credits
BUS 101	Fundamentals of Accounting <u>QR</u>	
BUA 233	Uses of Accounting Information I	3 credits
BUS 111	Business Mathematical Calculations	3 credits
CMP 101	Introduction to Computers <u>QR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits
SBM 110	Introduction to Entrepreneurship	3 credits
SBM 111	Marketing	3 credits
SBM 121	Supervision	3 credits
SBM 211	Financial Management	3 credits
SBM 221	Business Ethics	3 credits

#### Total Minimum Certificate Requirements

**33 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 17 certificate credits at Eastern Arizona College.

## BUSINESS MANAGEMENT

### Certificate of Proficiency

#### 30133

**Advisor:** Dana Barnett

This certificate will prepare you for careers in the management of retail, wholesale, and industrial organizations, or for self-employment.

#### Curriculum Requirements

AIS 237	Word Processing Applications	3 credits
BUA 101	Introduction of Business	3 credits
BUA 150	Introduction to Project Management	3 credits
BUA 151	Scheduling and Cost Estimating	3 credits
BUA 259	Business Communications	3 credits
BUA 289	Business Capstone	3 credits
BUS 101	Fundamentals of Accounting <u>QR</u>	
BUA 233	Uses of Accounting Information I	3 credits
BUS 111	Business Mathematical Calculations	3 credits
BUS 214	Contemporary Sports Management <u>QR</u>	
BUS 251	Human Relations	3 credits
CMP 101	Introduction to Computers <u>QR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits
SBM 221	Business Ethics	3 credits

#### Total Minimum Certificate Requirements

**33 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 17 certificate credits at Eastern Arizona College.

## BUSINESS ENTREPRENEURSHIP SPECIALIST

### Certificate of Proficiency

#### 30134

**Advisor:** Michael Fox

This certificate will prepare students for careers in the middle-management of retail, wholesale, and industrial organizations, or for self-employment.

#### Curriculum Requirements

BUS 101	Fundamentals of Accounting <u>QR</u>	
BUA 233	Uses of Accounting Information I	3 credits
BUS 111	Business Mathematical Calculations	3 credits
CMP 101	Introduction to Computers <u>QR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits
SBM 110	Introduction to Entrepreneurship	3 credits
SBM 111	Marketing	3 credits
SBM 121	Supervision	3 credits

#### Total Minimum Certificate Requirements

**18 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 9 certificate credits at Eastern Arizona College.

## BUSINESS OFFICE ASSISTANT

### Certificate of Proficiency

#### 30116 (Available On Campus and Online)

**Advisors:** Dana Barnett, Tammy Campbell, Derek Rich

This certificate program provides basic training in office skills and business knowledge that is expected in the business world today. The curriculum prepares you for positions such as clerk, receptionist, or office assistant.

#### Curriculum Requirements

AIS 118	Electronic Keyboarding II	3 credits
AIS 213A	Office Procedures/Records Management	1 credit
AIS 213B	Office Procedures/Office Transcription	1 credit
AIS 213C	Office Procedures/Professional Business Office	1 credit
AIS 214	The Office Professional	3 credits
AIS 238	Advanced Office Applications	3 credits
AIS 240	Desktop Publishing	3 credits
AIS 241	Integrated Business Projects	3 credits
BUA 101	Introduction to Business	3 credits
BUA 259	Business Communications	3 credits
BUS 101	Fundamentals of Accounting <u>QR</u>	
BUA 233	Uses of Accounting Information I	3 credits
BUS 111	Business Mathematical Calculations	3 credits
CMP 101	Introduction to Computers <u>QR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits

#### Total Minimum Certificate Requirements

**33 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 17 certificate credits at Eastern Arizona College.

## BUSINESS PROJECT MANAGEMENT FUNDAMENTALS

### Certificate of Proficiency

#### 30130 (Available On Campus and Online)

Advisor: Dana Barnett

This program is designed to prepare students to plan, schedule, supervise, and complete various projects in diverse business fields. This certificate allows students to choose the areas of management they enjoy or want to specialize in.

#### Curriculum Requirements

BUA 150	Introduction to Project Management	3 credits
BUA 151	Scheduling and Cost Estimating	3 credits
BUA 259	Business Communications	3 credits
BUS 111	Business Mathematical Calculations	3 credits
BUS 214	Contemporary Sports Management OR	3 credits
BUS 251	Human Relations	3 credits
CMP 101	Introduction to Computers OR	3 credits
CMP 103	Introduction to Computer Based Systems	3 credits

#### Total Minimum Certificate Requirements

**18 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 8 certificate credits at Eastern Arizona College.

## BUSINESS TECHNOLOGY SPECIALIST

### Certificate of Proficiency

#### 30121 (Available On Campus and Online)

Advisors: Dana Barnett, Tammy Campbell, Derek Rich

Completion of this certificate will help you develop good keyboarding skills and become a specialist in one or more word processing software programs.

#### Curriculum Requirements

AIS 118	Electronic Keyboarding II	3 credits
AIS 214	The Office Professional	3 credits
AIS 237	Word Processing Applications	3 credits
AIS 238	Advanced Office Applications	3 credits
BUA 259	Business Communications	3 credits
CMP 101	Introduction to Computers OR	3 credits
CMP 103	Introduction to Computer Based Systems	3 credits

#### Total Minimum Certificate Requirements

**18 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 9 certificate credits at Eastern Arizona College.

## CHEMISTRY

### Associate of Science Degree

#### AS-SR 80702

Advisors: Duane DeSpain, Joel Shelton

This degree prepares students to transfer to a college or university four- or five-year program leading to a bachelor's degree in chemistry. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs. You should enter this curriculum having completed two years of algebra and one year of chemistry in high school or the equivalent college courses.

#### Curriculum Requirements

CHM 235	General Organic Chemistry I	4 credits
CHM 236	General Organic Chemistry II (IW)	4 credits
MAT 230	Calculus II	4 credits

#### Total Curriculum Requirements

**12 credits**

#### General Education Requirements

AGEC-S. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements. CHM 236 satisfies the IW requirement.

#### Composition

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

#### Mathematics

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

CHM 151	General Chemistry I	4 credits
CHM 152	General Chemistry II	4 credits
PHY 211	Physics with Calculus I	5 credits
PHY 212	Physics with Calculus II	5 credits

#### Humanities

Select two courses from Humanities list on page 55. Choose courses from more than one department, and one course must be in the Fine Arts.

6 credits

#### Social Sciences

Choose two courses from Social Sciences list on page 56. Choose courses from more than one department.

6 credits

#### Total General Education Requirements

**41 credits**

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

#### Elective Requirements

To obtain this degree you must take a minimum of 11 credit hours of approved elective courses numbered 100 or above. Approved courses are listed in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report.

Language proficiency demonstration: check University Transfer Guides to see if a language proficiency requirement is in place. If so, select courses that will satisfy the language proficiency.

MAT 240 - Calculus III (4 credits) is a requirement for many BA and BS chemistry degrees. Check with an advisor or consult the catalog of the university to which you will be transferring to see if you should take this course.

#### Total Elective Requirements

**11 credits**

#### Total Minimum Degree Requirements

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.

- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## COMMERCIAL DRIVERS LICENSE

### Certificate of Proficiency

**30645**

**Advisor:** Kip Nielson

This certificate trains students for entry-level positions in the high wage, high demand trucking industry. Students will be prepared to take the Arizona Department of Transportation Motor Vehicle Division (ADOT MVD) Class A Commercial Driver License permit exam. Endorsements covered include double and triple trailers, tank vehicles, and hazmat. Courses provide theory, application, and practice in closed course instruction. Students also complete 30 hours of behind the wheel instruction to practice and develop the skills necessary to obtain a Class A CDL through ADOT MVD. Students may take CDL 110, Commercial Driving: Behind the Wheel Refresher for an additional 30 hours of driving and instruction.

In addition to general tuition, course fees apply to CDL 101, CDL 102, and CDL 110. See the Tuition and Fees section in the current catalog.

Students will be required to drive and test at ADOT MVD or an Authorized Third Party (ATP) Commercial Driver Licensing Examination site. An additional fee will be required.

### Application Requirement

- Minimum age of 18 years old at the start of class\*
- Birth certificate or U.S. passport
- Valid Arizona motor vehicle license for a minimum of one year
- Arizona resident
- Minimum age of 21 years old to transport a placarded amounts of hazardous material or work in interstate commerce
- U.S. Department of Transportation Medical Certificate
- \* Students who are between 18 and 21 years of age are restricted to driving only in Arizona and transporting non-placarded amounts of hazardous material. Potential students should be aware prospective employers will review their MVD driving records and may require a five year background records check.

### Curriculum Requirements

CDL 100	CDL Prep	2 credits
CDL 101	Commercial Driving: Closed Course	2 credits
CDL 102	Commercial Driving: Behind the Wheel	1 credit

**5 credits**

### Total Minimum Certificate Requirements

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 3 certificate credits at Eastern Arizona College.

## COMMUNICATION STUDIES

### Associate of Arts Degree

**AA-GR 60206**

**Advisor:** Kyleigh Becker

This degree prepares students to transfer to a college or university and pursue a bachelor's degree in Communication Studies or Organizational Communication. Emphasis is placed on becoming a Communication Generalist with classes offering a broad introduction to the field of Communication. Courses range from the theoretical bases and trends in research in the field to interpersonal, small group, intercultural, interviewing, and public speaking, and they reflect the core requirements of most universities. Classes are also appropriate for returning students desiring to brush up on communication skills or gain a better understanding of communication processes.

This major focuses on thoughtful construction and delivery of verbal messages and critical thinking, preparing students to be more successful participants in their community, employment, and interactions with others. The study of communication is relevant to all other academic fields and career interests.

### Curriculum Requirements

COM 100	Introduction to Human Communication	3 credits
COM 115	Introduction to Interpersonal Communication	3 credits
COM 200	Basic Communication Theory	3 credits
COM 201	Public Speaking	3 credits
COM 205	Survey of Communication Research OR	
COM 215	Interviewing Principles and Practices (IW)	3 credits
COM 260	Elements of Intercultural Communication (IW) (DI)	3 credits
COM 271	Small Group Communication	3 credits

### Total Curriculum Requirements

**21 credits**

### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

### Composition

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

### Mathematics

Select from list on pages 55-56. **3 to 5 credits**

### Lab Science

Select two Lab Science courses from list on pages 55-56. **8 credits**

### Humanities

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts. **6 to 9 credits**

### Social Sciences

PSY 101	Introduction to Psychology (DI) OR	3 credits
SOC 101	Introduction to Sociology (GIH) (DI)	
Select from the list of Social Sciences courses on page 56. Courses selected must be from more than one department.		3 to 6 credits

### Options

Select courses from the Options category on page 56 to complete the 35 credits required for the AGEC. **0 to 6 credits**

### Total General Education Requirements

**35 to 37 credits**

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

### Elective Requirements

With the help of your program advisor, you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. Foreign language is suggested for those transferring into a program with a foreign language requirement. You should also consult the catalog or an advisor from the school you will transfer to as you make your selections. If you are planning to transfer to ASU as a Communications major, you must complete a basic statistics (MAT 160 or PSY 220) course before you can be admitted as a major to their programs.

### Total Elective Requirements

**6 to 8 credits**

### Total Minimum Degree Requirements

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

# COMPUTER ASSISTED DESIGN AND DRAFTING TECHNOLOGY

## Associate of Applied Science Degree

**20603**

**Advisor:** Doug Griffin

The Computer Assisted Design and Drafting program prepares students to succeed as a CADD technician. This degree specializes in 3D design concepts, 3D solids and parametric modeling, residential and commercial architectural design and planning, and cartography (civil drawing). This AAS degree is also available as a transfer degree to a BAS program. See your advisor for information concerning the transfer degree.

### Curriculum Requirements

AMT 102	Materials for Industry	3 credits
BUA 259	Business Communications	3 credits
DRF 150	Dimensioning and Tolerancing	1 credit
DRF 154	Introduction to AutoCAD	2 to 3 credits
DRF 160	Descriptive Geometry	3 credits
DRF 170	Residential Architecture	2 to 3 credits
DRF 220	Parametric Solid Modeling	3 credits
DRF 230	Civil Drafting	3 credits
DRF 232	Structural Drafting	2 to 3 credits
DRF 271	Advanced AutoCAD	2 to 3 credits
DRF 290	Drafting Capstone Project	2 credits
Select one of the following options:		
Option 1:		
AMT 104	Machining and Fabrication	3 credits
Option 2:		
AMT 101	Fundamentals of Machining	2 credits
EGR 250	Plane Surveying OR	
WLD 101	Welding	3 credits

### Total Curriculum Requirements

**29 to 35 credits with a GPA of 2.00 or higher**

### Curriculum Related Requirements

In addition to the required courses above, select from the following Curriculum Related courses to complete a total of 38 curriculum credits:

AMT 110	Introduction to Fab Lab Technology	2 credits
AMT 111	Fab Lab Workshop I	1 to 3 credits
AMT 211	Fab Lab Workshop II	1 to 3 credits
AMT 220	Advanced Manufacturing Methods	4 credits
AMT 240	Advanced Manufacturing Production Processes	3 credits
ART 101	Fundamentals of Design	3 credits
AUT 105	Automotive Electrical Fundamentals	2 credits
CMP 113	Operating Systems I	3 credits
CMP 121	Visual Basic Programming I	3 credits
CMP 151	Computer Systems I	3 credits
COE 111	Cooperative Education I (Occupational)	1 to 4 credits
DRF 108	Technical Drafting	2 credits
DRF 235	Arc Geographic Information Systems I	2 credits
DRF 236	Arc Geographic Information Systems II	3 credits
DRF 262	Commercial Architecture	2 to 3 credits
DRF 299	Independent Study	1 to 3 credits
EGR 102	Introduction to Engineering	4 credits
EGR 214	Engineering Mechanics I - Statics	3 credits
EGR 215	Engineering Mechanics II - Dynamics	3 credits
EGR 233	Mechanics of Materials	3 credits
EGR 250	Plane Surveying	3 credits
IAR 101	Woodworking	2 to 3 credits
IAR 120	Machine Woodworking	2 to 3 credits
TEC 133	Safety Practices for Industry	1 credit
THC 231	Stagecraft	3 credits

THC 236	Introduction to Scene Design	3 credits
WLD 108	Welding and Metal Fabrication	3 credits

**Total Curriculum Related Requirements** **3 to 9 credits with a GPA of 2.00 or higher**

### General Education Requirements

#### Composition

ENG 100	Writing Fundamentals OR	
ENG 101	Written Communications I	3 credits
TEC 260	Technical Report Writing OR	
ENG 102	Written Communications II	3 credits

#### Mathematics

MAT 100	Applied Mathematics or higher	3 to 5 credits
Select a sufficient number of credits from the list of General Education courses on pages 57-58 to obtain the 18 credits required. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education where the maximum is two credits.		

### Total General Education Requirements

**18 credits**

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

### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 60 credit hours required. For students earning the AAS degree, it is highly recommended students choose electives from the Curriculum Related courses. For students transferring to a BAS program, it is highly recommended students choose additional General Education courses to complete the AGEC-A requirements. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

### Total Elective Requirements

**4 credits**

### Total Minimum Degree Requirements

**60 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

# COMPUTER ASSISTED DESIGN AND DRAFTING TECHNOLOGY – LEVEL I

## Certificate of Proficiency

### 30618

**Advisor:** Doug Griffin

The Level I Computer Assisted Design and Drafting Certificate program prepares students to succeed as a CADD technician. This certification provides students with competencies in the following areas: manual drafting, 3D solid modeling, and residential architectural design.

#### Curriculum Requirements

DRF 154	Introduction to AutoCAD	2 to 3 credits
DRF 170	Residential Architecture	2 to 3 credits
DRF 271	Advanced AutoCAD	2 to 3 credits

#### Total Curriculum Requirements

**6 to 9 credits**

Select from the following additional courses to complete a minimum of 17 credits.

AMT 101	Fundamentals of Machining	2 credits
AMT 102	Materials for Industry	3 credits
AMT 110	Introduction to Fab Lab Technology	2 credits
DRF 108	Technical Drafting	2 credits
DRF 150	Dimensioning and Tolerancing	1 credit
DRF 160	Descriptive Geometry	3 credits
DRF 220	Parametric Solid Modeling	3 credits
DRF 230	Civil Drafting	3 credits
DRF 232	Structural Drafting	2 to 3 credits
DRF 262	Commercial Architecture	2 to 3 credits
TEC 133	Safety Practices for Industry	1 credit

#### Total Minimum Certificate Requirements

**17 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.

• Complete at least 9 certificate credits at Eastern Arizona College.

# COMPUTER ASSISTED DESIGN AND DRAFTING TECHNOLOGY – LEVEL II

## Certificate of Proficiency

### 30613

**Advisor:** Doug Griffin

The Computer Assisted Design and Drafting Certificate program prepares students to succeed as a CADD technician. This certification provides students with competencies in the following areas: manual drafting, 3D solid modeling, and residential architectural design.

#### Curriculum Requirements

AMT 102	Materials for Industry	3 credits
DRF 150	Dimensioning and Tolerancing	1 credit
DRF 154	Introduction to AutoCAD	2 to 3 credits
DRF 160	Descriptive Geometry	3 credits
DRF 170	Residential Architecture	2 to 3 credits
DRF 271	Advanced AutoCAD	2 to 3 credits
MAT 100	Applied Mathematics or higher	3 to 5 credits

Select one of the following options:

*Option 1:*

AMT 104	Machining and Fabrication	3 credits
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*Option 2:*

AMT 101	Fundamentals of Machining	2 credits
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EGR 250	Plane Surveying OR	
WLD 101	Welding	3 credits

#### Total Curriculum Requirements **19 to 26 credits**

Select from the following additional courses to complete a minimum of 30 credits.		
AMT 110	Introduction to Fab Lab Technology	2 credits
DRF 108	Technical Drafting	2 credits
DRF 220	Parametric Solid Modeling	3 credits
DRF 230	Civil Drafting	3 credits
DRF 232	Structural Drafting	2 to 3 credits
DRF 262	Commercial Architecture	2 to 3 credits
EGR 250	Plane Surveying	3 credits
TEC 133	Safety Practices for Industry	1 credit

#### Total Minimum Certificate Requirements **30 credits**

In order to obtain this certificate you must:

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

# COMPUTER INFORMATION SPECIALIST

## Associate of Applied Science Degree

### 20107

**Advisors:** Lydia Mata, James McBride, Scott Russell

This is a comprehensive program that prepares you for a variety of computer related positions. It is for the student who is interested in software development and maintenance, software installation and maintenance, networking software installation and maintenance (the systems manager), system design, and computer operations.

#### Curriculum Requirements

CIS 170	Working in Technology OR	
CMP 100	Working in Technology	3 credits
CMP 103	Introduction to Computer Based Systems	3 credits
CMP 113	Operating Systems I	3 credits
CIS 180	IT Fundamentals OR	
CMP 118	IT Fundamentals OR	
CMP 107	Basic Principles of IT AND	
CMP 109	Intermediate Principles of IT	3 to 4 credits
CMP 170	Database Management with Microsoft Access	3 credits
CMP 201	Systems and Procedures	3 credits
CIS 195	Networking Systems I OR	
CMP 250	Networking Systems I	3 credits
CMP 251	Networking Systems II OR	
CIS 235	Ethical Hacker I OR	
CMP 284	Ethical Hacker I	3 credits
CMP 272	Web Development I	3 credits
CMP 291	CIS Practicum	5 credits

Select one programming language (3 credits) from the following:

CMP 124	Computer Programming I	3 credits
CMP 128	C# Programming I	3 credits

#### Total Curriculum Requirements **35 to 36 credits**

#### Curriculum Related Requirements

Select 6 credits from the following courses:

CMP 129	C# Programming II	3 credits
CMP 145	iOS Application Development I	3 credits
CMP 155	Google IT Professional I	3 credits
CMP 156	Google IT Professional II	3 credits

# CURRICULA

CMP 255	Server Systems I	3 credits		
CMP 273	Web Development II	3 credits		
<b>Total Curriculum Related Requirements</b>				
<b>General Education Requirements</b>				
<b>Composition</b>				
ENG 101	Written Communications I	3 credits		
ENG 102	Written Communications II <u>OR</u>			
ENG 260	Technical Report Writing <u>OR</u>			
TEC 260	Technical Report Writing	3 credits		
<b>Mathematics</b>				
BUS 111	Business Mathematical Calculations <u>OR</u>			
MAT 100	Applied Mathematics or higher	3 to 5 credits		
Select a sufficient number of credits, including at least one course from a GE category other than Composition or Mathematics, from the list of General Education courses on pages 57-58. You may not exceed nine credits in any GE Category, with the exception of Health and Physical Education where the maximum is two credits.				
<b>Total General Education Requirements</b>				
Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.				
<b>Elective Requirements</b>				
To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required.				
<b>Total Elective Requirements</b>				
<b>4 to 5 credits</b>				
<b>Total Minimum Degree Requirements</b>				
<b>64 credits</b>				
In addition to completing the required courses listed above, you must meet the following general graduation requirements to obtain this degree:				
<ul style="list-style-type: none"><li>• Complete at least 16 degree credits at Eastern Arizona College.</li><li>• Attain a cumulative grade point average of 2.00 or higher.</li><li>• File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.</li><li>• Remove any indebtedness to the College.</li></ul>				
<b>Curriculum Requirements</b>				
COS 101	Theory of Cosmetology I/Hairstyling	2 credits		
COS 103	Theory of Cosmetology II/Hairstyling	2 credits		
COS 105	Theory of Cosmetology III	2 credits		
COS 107	Theory of Cosmetology IV	2 credits		
COS 108	Skin Care I	1 credit		
COS 109	Skin Care II	2 credits		
COS 111	Permanent Waving, Shampooing, and Hairstyling I	4 credits		
COS 113	Permanent Waving, Shampooing, and Hairstyling II	4 credits		
COS 115	Permanent Waving, Shampooing, and Hairstyling III	3 credits		
COS 117	Permanent Waving, Shampooing, and Hairstyling IV	2 credits		
COS 121	Nail Care I	1 credit		
COS 125	Manicuring I	4 credits		
COS 131	Haircutting, Scalp Treatment, and Tinting I	5 credits		
COS 133	Haircutting, Scalp Treatment, and Tinting II	4 credits		
COS 135	Haircutting, Scalp Treatment, and Tinting III	4 credits		
COS 137	Haircutting, Scalp Treatment, and Tinting IV	2 credits		
<b>Total Curriculum Requirements</b>				
<b>44 credits</b>				
<b>General Education Requirements</b>				
<b>Computers</b>				
CMP 101	Introduction to Computers <u>OR</u>			
CMP 103	Introduction to Computer Based Systems	3 credits		
<b>Composition</b>				
ENG 100	Writing Fundamentals <u>OR</u>			
ENG 101	Written Communications I	3 credits		
<b>Mathematics</b>				
BUS 111	Business Mathematical Calculations <u>OR</u>			
MAT 100	Applied Mathematics or higher	3 to 5 credits		
<b>Lab Science</b>				
CHM 130	Fundamental Chemistry <u>OR</u>			
CHM 138	An Introduction to General, Organic, and Biological Chemistry	4 credits		
Select a sufficient number of credits, including at least one course from a GE category other than Composition or Mathematics, from the list of General Education courses on pages 57-58. You may not exceed nine credits in any GE Category, with the exception of Health and Physical Education where the maximum is two credits.				

## COSMETOLOGY

### Associate of Applied Science Degree

**20111**

**Advisors:** Sara Brewer, Rebekah Cheney, Stacey Lunt, James Pryor, Sherli Skinner

The Cosmetology program provides students an opportunity to apply Cosmetology practices and principles in a simulated salon environment. Upon successful completion of the program, students will be eligible to take the Arizona State Board of Cosmetology Examination. Classes meet approximately eight hours a day, five days a week for 10½ months in order to obtain the 1600 hours training necessary to qualify for the state exam. The Cosmetology program normally begins the last week of July and ends in mid-June the following year. A second cohort begins in January and ends in mid-December with a mid-summer break. The Cosmetology curriculum requirements can be completed in one academic year. Students can continue their education and complete an Associate of Applied Science degree by taking eighteen General Education credits and two elective credits.

In addition to general tuition, a fee of \$180.00 per credit hour is required for all Cosmetology courses. Cosmetology scholarships are available for those who qualify. Contact Eastern Arizona College Cosmetology Academy or EAC for more information. Entry into the Cosmetology program requires prior admission. For admission procedures to the Cosmetology program, contact one of the following Cosmetology Academies:

- Eastern Arizona College Cosmetology Academy, (928) 428-8878 (Thatcher Campus)
- Gila Academy of Cosmetology, (928) 425-8849 (Gila Pueblo Campus-Globe)
- Rim Country Cosmetology Academy, (928) 468-9090 (Payson Campus)

### Curriculum Requirements

COS 101	Theory of Cosmetology I/Hairstyling	2 credits
COS 103	Theory of Cosmetology II/Hairstyling	2 credits
COS 105	Theory of Cosmetology III	2 credits
COS 107	Theory of Cosmetology IV	2 credits
COS 108	Skin Care I	1 credit
COS 109	Skin Care II	2 credits
COS 111	Permanent Waving, Shampooing, and Hairstyling I	4 credits
COS 113	Permanent Waving, Shampooing, and Hairstyling II	4 credits
COS 115	Permanent Waving, Shampooing, and Hairstyling III	3 credits
COS 117	Permanent Waving, Shampooing, and Hairstyling IV	2 credits
COS 121	Nail Care I	1 credit
COS 125	Manicuring I	4 credits
COS 131	Haircutting, Scalp Treatment, and Tinting I	5 credits
COS 133	Haircutting, Scalp Treatment, and Tinting II	4 credits
COS 135	Haircutting, Scalp Treatment, and Tinting III	4 credits
COS 137	Haircutting, Scalp Treatment, and Tinting IV	2 credits

### Total Curriculum Requirements

**44 credits**

### General Education Requirements

#### Computers

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

#### Composition

ENG 100	Writing Fundamentals <u>OR</u>	
ENG 101	Written Communications I	3 credits

#### Mathematics

BUS 111	Business Mathematical Calculations <u>OR</u>	
MAT 100	Applied Mathematics or higher	3 to 5 credits

#### Lab Science

CHM 130	Fundamental Chemistry <u>OR</u>	
CHM 138	An Introduction to General, Organic, and Biological Chemistry	4 credits

Select a sufficient number of credits, including at least one course from a GE category other than Composition or Mathematics, from the list of General Education courses on pages 57-58. You may not exceed nine credits in any GE Category, with the exception of Health and Physical Education where the maximum is two credits.

### Total General Education Requirements

**18 credits**

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

### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required.

### Total Elective Requirements

**2 credits**

### Total Minimum Degree Requirements

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

# COSMETOLOGY

## Certificate of Proficiency

### 30110

**Advisors:** Sara Brewer, Rebekah Cheney, Stacey Lunt, James Pryor, Sherli Skinner

The Cosmetology program provides students an opportunity to apply Cosmetology practices and principles in a simulated salon environment. Upon successful completion of the program, students will be eligible to take the Arizona State Board of Cosmetology Examination. Classes meet approximately eight hours a day, five days a week for 10½ months in order to obtain the 1600 hours training necessary to qualify for the state exam. The Cosmetology program normally begins the last week of July and ends in mid-June the following year. A second cohort begins in January and ends in mid-December with a mid-summer break. The Cosmetology curriculum requirements can be completed in one academic year.

In addition to general tuition, a fee of \$180.00 per credit hour is required for all Cosmetology courses. Cosmetology scholarships are available for those who qualify. Contact Eastern Arizona College Cosmetology Academy or EAC for more information. Entry into the Cosmetology program requires prior admission. For admission procedures to the Cosmetology program, contact one of the following Cosmetology Academies:

- Eastern Arizona College Cosmetology Academy, (928) 428-8878 (Thatcher Campus)
- Gila Academy of Cosmetology, (928) 425-8849 (Gila Pueblo Campus-Globe)
- Rim Country Cosmetology Academy, (928) 468-9090 (Payson Campus)

**Special Note:** A high school program is also offered to qualified students through a career and technical education school district. The high school program meets four hours a day, five days a week, and eight hours a day on a minimum of one Saturday a month during the regular school year. The high school program will take four semesters to complete, if students enter the program as juniors. High school students entering as seniors can continue their program after high school graduation.

### Curriculum Requirements

COS 101	Theory of Cosmetology I/Hairstyling	2 credits
COS 103	Theory of Cosmetology II/Hairstyling	2 credits
COS 105	Theory of Cosmetology III	2 credits
COS 107	Theory of Cosmetology IV	2 credits
COS 108	Skin Care I	1 credit
COS 109	Skin Care II	2 credits
COS 111	Permanent Waving, Shampooing, and Hairstyling I	4 credits
COS 113	Permanent Waving, Shampooing, and Hairstyling II	4 credits
COS 115	Permanent Waving, Shampooing, and Hairstyling III	3 credits
COS 117	Permanent Waving, Shampooing, and Hairstyling IV	2 credits
COS 121	Nail Care I	1 credit
COS 125	Manicuring I	4 credits
COS 131	Haircutting, Scalp Treatment, and Tinting I	5 credits
COS 133	Haircutting, Scalp Treatment, and Tinting II	4 credits
COS 135	Haircutting, Scalp Treatment, and Tinting III	4 credits
COS 137	Haircutting, Scalp Treatment, and Tinting IV	2 credits

### 44 credits

### Total Minimum Certificate Requirements

In order to obtain this certificate you must:

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

In addition to general tuition, a fee of \$180.00 per credit hour is required for all Cosmetology courses. Cosmetology scholarships are available for those who qualify. Contact Eastern Arizona College Cosmetology Academy or EAC for more information. Entry into the Cosmetology program requires prior admission. For admission procedures to the Cosmetology Instructor program, contact one of the following Cosmetology Academies:

- Eastern Arizona College Cosmetology Academy, (928) 428-8878 (Thatcher Campus)
- Gila Academy of Cosmetology, (928) 425-8849 (Gila Pueblo Campus-Globe)
- Rim Country Cosmetology Academy, (928) 468-9090 (Payson Campus)

### Curriculum Requirements

COS 201	Science for Cosmetology Instructors	1 credit
COS 203	Management for Cosmetology Instructors	3 credits
COS 205	Instructing in Cosmetology I	3 credits
COS 206	Instructing in Cosmetology II	3 credits

Choose at least 6 additional credits from the following to obtain the 16 credits of Curriculum Requirements:

AIS 214	The Office Professional	3 credits
BUA 259	Business Communications	3 credits
BUS 251	Human Relations	3 credits
CMP 101	Introduction to Computers OR	
CMP 103	Introduction to Computer Based Systems	3 credits
COM 201	Public Speaking	3 credits
EDU 200	Introduction to Education	3 credits
SBM 110	Introduction to Entrepreneurship	3 credits
SBM 111	Marketing	3 credits
SBM 121	Supervision	3 credits

### Total Minimum Certificate Requirements

### 16 credits

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 8 certificate credits at Eastern Arizona College.

# COSMETOLOGY/HAIRSTYLIST

## Certificate of Proficiency

### 30129

**Advisors:** Sara Brewer, Rebekah Cheney, Stacey Lunt, James Pryor, Sherli Skinner

This program provides students an opportunity to apply Hairstylist practices and principles in a simulated salon environment. Students perform shampoos, cuts, and styles of men and women to prepare for licensure as professional hairstylists. Students receive instruction in hair design theory and concepts, hair coloring, chemical applications and permanent reconstructions. Students learn customer service, shop management, equipment operation, health and safety, and applicable laws and regulations. Upon successful completion of the 1000-hour program, students will be eligible to take the Arizona State Board of Cosmetology Examination. The Cosmetology/Hairstylist curriculum requirements can be completed in one academic year. After completing the program, students may consider their options to continue their education by enrolling in the Cosmetology or Cosmetology/Nail Technician programs.

In addition to general tuition, a fee of \$180.00 per credit hour is required for all Hairstylist courses. Hairstylist waivers are available for those who qualify. Contact Eastern Arizona College Cosmetology Academy or EAC for more information. Entry into the Cosmetologist/Hairstylist program requires prior admission. For admission procedures to the Cosmetology/Hairstylist program, contact one of the following Cosmetology Academies:

- Eastern Arizona College Cosmetology Academy, (928) 428-8878 (Thatcher Campus)
- Gila Academy of Cosmetology, (928) 425-8849 (Gila Pueblo Campus-Globe)
- Rim Country Cosmetology Academy, (928) 468-9090 (Payson Campus)

**Special Note:** A high school program is also offered to qualified students through a career and technical education school district. The high school program meets four hours a day, five days a week, and eight hours a day on a minimum of one Saturday a month during the

# COSMETOLOGY INSTRUCTOR

## Certificate of Proficiency

### 30111

**Advisors:** Sara Brewer, Rebekah Cheney, Stacey Lunt, James Pryor, Sherli Skinner

The Cosmetology Instructor Certificate program prepares the student for an entry-level position as a Cosmetology Instructor. Emphasis is on classroom management, state rules and regulations, and course instruction. Classes meet to satisfy the 350 hours training necessary to qualify for the Arizona State Board of Cosmetology licensing exam.

# CURRICULA

regular school year. The high school program will take three semesters to complete, if students enter the program as juniors. High school students entering as seniors can continue their program after high school graduation.

## Curriculum Requirements

COS 101	Theory of Cosmetology I/Hairstyling	2 credits
COS 103	Theory of Cosmetology II/Hairstyling	2 credits
COS 111	Permanent Waving, Shampooing, and Hairstyling I	4 credits
COS 113	Permanent Waving, Shampooing, and Hairstyling II	4 credits
COS 115	Permanent Waving, Shampooing, and Hairstyling III	3 credits
COS 117	Permanent Waving, Shampooing, and Hairstyling IV	2 credits
COS 131	Haircutting, Scalp Treatment, and Tinting I	5 credits
COS 133	Haircutting, Scalp Treatment, and Tinting II	4 credits
COS 135	Haircutting, Scalp Treatment, and Tinting III	4 credits
COS 137	Haircutting, Scalp Treatment, and Tinting IV	2 credits

## Total Minimum Certificate Requirements

**32 credits**

In order to obtain this certificate you must:

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

# COSMETOLOGY/NAIL TECHNICIAN

## Certificate of Proficiency

### 30114

**Advisors:** Sara Brewer, Rebekah Cheney, Stacey Lunt, James Pryor, Sherli Skinner

This program prepares you for an entry-level position as a nail technician. Emphasis is on basic nail care, manicuring, and hand and arm massage. Classes meet to satisfy the 600 hours training necessary to qualify for the Arizona State Board of Cosmetology nail technician exam.

Classes meet approximately eight hours a day, five days a week so that the 600 hours of training necessary to qualify for the Arizona State exam can be obtained in one semester. This program is only offered when a minimum of six full-time students are accepted and registered.

In addition to general tuition, a fee of \$180.00 per credit hour is required for all Cosmetology courses. Cosmetology scholarships are available for those who qualify. Contact Eastern Arizona College Cosmetology Academy or EAC for more information. Entry into the Cosmetology/Nail Technician program requires prior admission. For admission procedures to the Cosmetology/Nail Technician program, contact one of the following Cosmetology Academies:

- Eastern Arizona College Cosmetology Academy, (928) 428-8878 (Thatcher Campus)
- Gila Academy of Cosmetology, (928) 425-8849 (Gila Pueblo Campus-Globe)
- Rim Country Cosmetology Academy, (928) 468-9090 (Payson Campus)

**Special Note:** A high school program is also offered to qualified students through a career and technical education school district. The high school program meets four hours a day, five days a week, and eight hours a day on a minimum of one Saturday a month during the regular school year. The high school program will take two semesters to complete, if students enter the program as juniors. High school students entering as seniors can continue their program after high school graduation.

## Curriculum Requirements

COS 121	Nail Care I	1 credit
COS 123	Nail Care II	1 credit
COS 125	Manicuring I	4 credits
COS 127	Manicuring II	4 credits
COS 150	Manicuring III	4 credits
COS 152	Manicuring IV	4 credits

## Total Minimum Certificate Requirements

**18 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 9 certificate credits at Eastern Arizona College.

# CYBER SECURITY

## Associate of Applied Science Degree

### 20121

**Advisors:** James McBride

This curriculum builds on the courses already offered in networking and server/client operating systems. It is a comprehensive program that prepares a student for a career in Information Security (Cyber Security) by teaching the principles needed to succeed and by preparing them for four industry certifications. It is for the student who is interested in digital forensics investigation, defending networks both large and small, and understanding the process of incident handling.

## Curriculum Requirements

CIS 170	Working in Technology <u>OR</u>	
CMP 100	Working in Technology	3 credits
CIS 180	IT Fundamentals <u>OR</u>	
CMP 118	IT Fundamentals <u>OR</u>	
CMP 107	Basic Principles of IT <u>AND</u>	
CMP 109	Intermediate Principles of IT	3 to 4 credits
CIS 191	Securing Operating Systems	3 credits
CIS 195	Networking Systems I <u>OR</u>	
CMP 250	Networking Systems I	3 credits
CIS 201	Securing Server Systems	3 credits
CIS 215	Incident Handler	3 credits
CIS 220	Hacking Forensic Investigator	3 credits
CIS 225	Network Defender	3 credits
CIS 235	Ethical Hacker I <u>OR</u>	
CMP 284	Ethical Hacker I	3 credits
CIS 236	Ethical Hacker II	3 credits
CIS 239	Cyber Security Capstone	3 credits
CMP 170	Database Management with Microsoft Access	3 credits
CMP 201	Systems and Procedures	3 credits

## Total Curriculum Requirements

**39 to 40 credits**

## General Education Requirements

### Composition

ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II <u>OR</u>	
ENG 260	Technical Report Writing <u>OR</u>	
TEC 260	Technical Report Writing	3 credits

### Mathematics

BUS 111	Business Mathematical Calculations <u>OR</u>	
MAT 100	Applied Mathematics or higher	3 to 5 credits

Select a sufficient number of credits, including at least one course from a GE category other than Composition or Mathematics, from the list of General Education courses on pages 57-58. You may not exceed nine credits in any GE Category, with the exception of Health and Physical Education where the maximum is two credits.

## Total General Education Requirements

**18 credits**

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

**Elective Requirements**

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 60 credit hours required.

**Total Elective Requirements****2 to 3 credits****Total Minimum Degree Requirements****60 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## CYBER SECURITY

**Certificate of Proficiency****30135****Advisors:** James McBride

This certificate offers a fast track for a student desiring a career in Information Security (Cyber Security) by teaching the principles needed to succeed and by preparing them for six industry certifications. It is for the student who is interested in digital forensics investigation, defending networks both large and small, and understanding the process of incident handling.

**Curriculum Requirements**

CIS 180	IT Fundamentals <u>OR</u>	
CMP 118	IT Fundamentals <u>OR</u>	
CMP 107	Basic Principles of IT <u>AND</u>	
CMP 109	Intermediate Principles of IT	3 to 4 credits
CIS 195	Networking Systems I <u>OR</u>	
CMP 250	Networking Systems I	3 credits
CIS 215	Incident Handler	3 credits
CIS 220	Hacking Forensic Investigator	3 credits
CIS 225	Network Defender	3 credits
CIS 235	Ethical Hacker I <u>OR</u>	
CMP 284	Ethical Hacker I	3 credits
CIS 236	Ethical Hacker II	3 credits
CIS 239	Cyber Security Capstone	3 credits

**Total Minimum Certificate Requirements****24 to 25 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 12 certificate credits at Eastern Arizona College.

## DATABASE SUPPORT

**Certificate of Proficiency****30105****Advisors:** Lydia Mata, James McBride, Scott Russell

If you want to complete a faster track, emphasizing specific computer skills and fewer general courses, this certificate is for you. The emphases in this certificate are the three key areas in demand in the office environment at the technical support level including programming in database modes with networking skills for LAN environments.

**Curriculum Requirements**

CIS 170	Working in Technology <u>OR</u>	
CMP 100	Working in Technology	3 credits
CMP 103	Introduction to Computer Based Systems	3 credits
CMP 113	Operating Systems I	3 credits
CMP 121	Visual Basic Programming I	3 credits
CMP 128	C# Programming I	3 credits
CMP 170	Database Management with Microsoft Access	3 credits
CIS 195	Networking Systems I <u>OR</u>	
CMP 250	Networking Systems I	3 credits
CMP 280	Database Design and Development	3 credits
CMP 291	CIS Practicum	5 credits

**Total Minimum Certificate Requirements****29 credits**

In order to obtain this certificate you must:

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

## DENTAL ASSISTING SPECIALIST

**Certificate of Proficiency****31303 (Available in Gila County only)****Advisor:** Tanya Stapleton

This program of study provides the student with the necessary training to deliver quality oral healthcare. X-ray imaging and clinical skills are included in the training. This program provides the opportunity to become part of a professional dental team and to start a career in the healthcare field.

**Curriculum Requirements**

BIO 160	Introduction to Human Anatomy and Physiology <u>OR</u>	
HCE 156	Science for Allied Health	4 credits
DAE 100	Introduction to Dental Assisting	3 credits
DAE 101	Dental Health and Safety	3 credits
DAE 105	Oral Health and Dental Disease Prevention	3 credits
DAE 107	Science in Dentistry	4 credits
DAE 109	Patient Information and Assessment	3 credits
DAE 112	Radiographic Imaging in Dentistry	4 credits
DAE 114	Foundations of Clinical Dentistry	4 credits
EMT 121	Cardiopulmonary Resuscitation	1/2 credit

**Total Minimum Certificate Requirements****28 1/2 credits**

In order to obtain this certificate you must:

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

## DIESEL TECHNICIAN

### Certificate of Proficiency

**30627**

**Advisors:** Doug Griffin

The Diesel Technician Certificate program provides the student an opportunity to develop entry-level skills in diesel service and repair. The focus of this certificate is off-highway Caterpillar equipment. Additionally, this certificate will help prepare the student for ASE Diesel certification tests.

#### Curriculum Requirements

AUT 266	Vehicle Heating and Air Conditioning	3 credits
DSL 110	Diesel Service Techniques	2 credits
DSL 120	Diesel Engines	4 credits
DSL 130	Diesel Electrical Systems Design and Diagnosis	3 credits
DSL 140	Diesel Fuel Systems	3 credits
DSL 150	Machine Hydraulics	2 credits
DSL 160	Heavy Equipment Drive Train	3 credits
DSL 170	Heavy Equipment Suspension, Steering & Brake Systems	3 credits
WLD 101	Welding	3 credits

**26 credits**

#### Total Minimum Certificate Requirements

In order to obtain this certificate you must:

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

TEC 191 Industry Internship I 1 to 4 credits

**Total Curriculum Requirements** **34 credits**  
with a GPA of 2.00 or higher

#### General Education Requirements

##### Math/Composition

BUS 111	Business Mathematical Calculations <u>OR</u>	
MAT 100	Applied Mathematics	3 to 4 credits

##### Computers

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

Select a sufficient number of credits from the list of General Education courses on page 57-58 to obtain the 18 credits required. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education where the maximum is two credits.

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

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

#### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 60 credit hours required.

**Total Elective Requirements** **8 credits**

**Total Minimum Degree Requirements** **60 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## DIESEL TECHNOLOGY

### Associate of Applied Science Degree

**20602**

**Advisors:** Doug Griffin

The Diesel Technology AAS degree provides an opportunity for students to develop and upgrade skills needed to be productive and successful upon entry into diesel service and repair occupations. The focus of the program is off-highway Caterpillar equipment. Additionally, this program develops the career skills such as literacy, numeracy, and communication. The degree course work will help prepare students for ASE Diesel certification tests.

#### Curriculum Requirements

AUT 266	Vehicle Heating and Air Conditioning	3 credits
DSL 110	Diesel Service Techniques	2 credits
DSL 120	Diesel Engines	4 credits
DSL 130	Diesel Electrical Systems Design and Diagnosis	3 credits
DSL 140	Diesel Fuel Systems	3 credits
DSL 150	Machine Hydraulics	2 credits
DSL 160	Heavy Equipment Drive Train	3 credits
DSL 170	Heavy Equipment Suspension, Steering & Brake Systems	3 credits
WLD 101	Welding	3 credits

Choose at least 8 additional credits from the following to obtain the 34 credits of Curriculum Requirements:

AMT 101	Fundamentals of Machining	2 credits
AMT 104	Machining and Fabrication	3 credits
BUA 150	Introduction to Project Management	3 credits
BUA 151	Scheduling and Cost Estimating	3 credits
BUA 201	Strategies for Career Preparation	3 credits
COE 111	Cooperative Education I (Occupational)	1 to 4 credits
SBM 110	Introduction to Entrepreneurship	3 credits
SBM 231	Business Planning	1 credit

## EARLY CHILDHOOD EDUCATION

### Associate of Arts Degree

**AA-SR 60808**

**Advisor:** Susan Norton

The Early Childhood Education Associate of Arts degree is intended for students who desire to further their education and complete a Bachelor of Arts degree from a university. This degree can lead to teacher certification and builds on the requirements for the National Credential or CDA and prepares students to meet the AZ Department of Education early childhood education content requirements. The general education requirements provides students with the required courses to fulfill the AGEC-A.

#### Curriculum Requirements

ECE 100	Foundations of Early Childhood Education	3 credits
ECE 102	Early Childhood Curriculum	3 credits
ECE 105	Health, Safety, and Nutrition	3 credits
ECE 110	Infants and Toddlers Development	3 credits
ECE 120	Guiding Children's Social Development	3 credits
ECE 210	Home, School, and Community Relations	3 credits
ECE 220	Introduction to Early Childhood Special Education	3 credits
MAT 156	Principles of Mathematics I	3 credits
MAT 157	Principles of Mathematics II	3 credits
POS 221	Arizona Constitution and Government	1 credit

**Total Curriculum Requirements** **28 credits**

**General Education Requirements**

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

**Composition**

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

**Mathematics**

MAT 140	College Mathematics or higher	3 to 5 credits
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**Lab Science**

Select two courses from the list on page 55.	8 credits
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Students are encouraged to check university transfer requirements before selecting Lab Science courses. Some universities require courses from two different departments, while others allow two courses from the same department.

**Humanities**

ECE 281	Children's Literature (DI)	3 credits
Select from Humanities list on page 55. Course must be in the Fine Arts.		

**Social Sciences**

ECE 171	Child Growth and Development (DI)	3 credits
HIS 101	U.S. History to 1877 (GIH) (DI)	3 credits

**Options**

Select one course designated as (IW) from the Options category on page 56.	
If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.	4 to 6 credits

**Total General Education Requirements****35 credits**

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

**Elective Requirements**

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

**Total Elective Requirements****1 credit****Total Minimum Degree Requirements****64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## EARLY CHILDHOOD EDUCATION

**Associate of Applied Science Degree****20803****Advisor:** Susan Norton

This degree builds on the requirements of the Early Childhood Education Certificate of Proficiency and gives the student additional skills to accompany certification in the field.

**Curriculum Requirements**

ECE 100	Foundations of Early Childhood Education	3 credits
ECE 102	Early Childhood Curriculum	3 credits
ECE 105	Health, Safety, and Nutrition	3 credits
ECE 110	Infants and Toddlers Development	3 credits
ECE 120	Guiding Children's Social Development	3 credits
ECE 150	Practicum: Direct Field Experience Birth to Preschool	2 credits
ECE 210	Home, School, and Community Relations	3 credits

ECE 220	Introduction to Early Childhood Special Education	3 credits
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**Total Curriculum Requirements** **23 credits****General Education Requirements****Composition**

ENG 100	Writing Fundamentals OR	
ENG 101	Written Communications I	3 credits

**Humanities**

ECE 281	Children's Literature	3 credits
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**Social Sciences**

ECE 171	Child Growth and Development	3 credits
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**Computers**

CMP 101	Introduction to Computers OR	
CMP 103	Introduction to Computer Based Systems	3 credits
Select a sufficient number of credits from the list of General Education courses on pages 57-58 to obtain the 18 credits required. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education where the maximum is two credits.		

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

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

**Elective Requirements**

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

EDU 230	Cultural Diversity in Education	3 credits
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**Total Elective Requirements** **23 credits****Total Minimum Degree Requirements** **64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## EARLY CHILDHOOD EDUCATION

**Associate of Applied Science Degree - BAS Track****20805****Advisor:** Susan Norton

The Early Childhood Education Associate of Applied Science degree – University Track is intended for students who desire to further their education and complete a Bachelor of Applied Science degree (BAS) from a university. It is a degree that does not lead to teacher certification but fulfills the BAS requirement set by Head Start and other early childhood programs. This degree builds on the requirements of the Early Childhood Education Certificate of Proficiency, the National Credential or CDA and the AAS degree. The general education requirements provides students with the required courses to fulfill the AGEC-A.

**Curriculum Requirements**

ECE 100	Foundations of Early Childhood Education	3 credits
ECE 102	Early Childhood Curriculum	3 credits
ECE 105	Health, Safety, and Nutrition	3 credits
ECE 110	Infants and Toddlers Development	3 credits
ECE 120	Guiding Children's Social Development	3 credits
ECE 150	Practicum: Direct Field Experience Birth to Preschool	2 credits
ECE 210	Home, School, and Community Relations	3 credits

# CURRICULA

ECE 220 Introduction to Early Childhood Special Education 3 credits

## Total Curriculum Requirements 23 credits

### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

### Composition

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

### Mathematics

MAT 140 College Mathematics or higher 3 credits

### Lab Science

BIO 100 Biology Concepts 4 credits  
Another Lab Science course from list on page 55. 4 credits

### Humanities

ECE 281 Children's Literature 3 credits  
Select one additional course from the Humanities list on page 55.  
This course must be in the Fine Arts. 3 credits

### Social Sciences

ECE 171 Child Growth and Development 3 credits  
Select another non-PSY Social Sciences course from the list on page 56. 3 credits

### Options

Select two courses from the Options category on page 56. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections. 6 credits

## Total General Education Requirements 35 credits

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

### Elective Requirements

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

## Total Elective Requirements 6 credits

## Total Minimum Degree Requirements 64 credits

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

# EARLY CHILDHOOD EDUCATION

## Certificate of Proficiency

### 30814

Advisor: Susan Norton

The Early Childhood Education (ECE) program is designed for early childhood educators. Upon completion of the certificate of proficiency students may apply for the National Child Development Associate Certificate through a national CDA credentialing agency. If you wish to attain national certification, we recommend that you enroll in ECE 240, Child Development Portfolio and Assessment Preparation.

The Early Childhood Education Associate is a competent person who assumes primary responsibility for meeting the specific needs of a group of children in a child development setting by nurturing the child's physical, social, emotional and intellectual needs; setting up and maintaining the child care environment; and establishing a liaison relationship between parents and the child development center.

After completing requirements for the Early Childhood Education Certificate of Proficiency, you can earn a degree by completing the additional requirements for the Early Childhood Education Associate of Applied Science degree or Early Childhood Education Associate of Applied Science – BAS Track degree.

### Curriculum Requirements

ECE 100	Foundations of Early Childhood Education	3 credits
ECE 102	Early Childhood Curriculum	3 credits
ECE 105	Health, Safety, and Nutrition	3 credits
ECE 110	Infants and Toddlers Development	3 credits
ECE 120	Guiding Children's Social Development	3 credits
ECE 150	Practicum: Direct Field Experience Birth to Preschool	2 credits
ECE 210	Home, School, and Community Relations	3 credits
ECE 220	Introduction to Early Childhood Special Education	3 credits

## Total Minimum Certificate Requirements 23 credits

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 12 certificate credits at Eastern Arizona College.

# ELEMENTARY EDUCATION

## Associate of Arts Degree

### AA-SR 60201

Advisor: Celinda Palmer

If you plan a career in elementary or special education you can complete your first two years of study at EAC. Some universities now require a minor that can be started at EAC. Consult with department staff at the school where you plan to transfer for specific information. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

### Curriculum Requirements

EDU 222	Introduction to Special Education	3 credits
EDU 230	Cultural Diversity in Education	3 credits
EDU 234	ESL/SEI Methods II	3 credits
MAT 156	Principles of Mathematics I	3 credits
MAT 157	Principles of Mathematics II	3 credits
POS 221	Arizona Constitution and Government	1 credit

## Total Curriculum Requirements 16 credits

### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

### Composition

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

### Mathematics

MAT 140 College Mathematics or higher 3 to 5 credits

### Lab Science

Two Lab Science courses from list on page 55.  
Students are encouraged to check university transfer requirements before selecting Lab Science courses. Some universities require courses from two different departments, while others allow two courses from the same department. 8 credits

**Humanities**

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.

6 credits

- Art
- Chemistry
- General Science
- Health and Physical Education
- Mathematics
- Physics
- Biology
- English
- Geology
- History
- Music

**Social Sciences**

EDU 200	Introduction to Education (DI)	3 credits
HIS 101	U.S. History to 1877 (GIH) (DI) OR	
POS 110	United States National Politics (GIH) (DI)	3 credits
PSY 101	Introduction to Psychology (DI)	3 credits

**Options**

CMP 103	Introduction to Computer Based Systems	3 credits
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**Total General Education Requirements****35 to 37 credits**

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

**Elective Requirements**

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

To meet the Arizona Department of Education highly qualified teacher requirements, choose electives from courses related to your specific content area.

**Total Elective Requirements****7 to 9 credits****Total Minimum Degree Requirements****60 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

**Total Curriculum Related Requirements****12 credits****General Education Requirements**

AGEC-A or AGEC-S. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements. Students choosing content areas in Art, English, Health and Physical Education, History, or Music should complete an AGEC-A. Students choosing content areas in any of the Mathematics or Sciences should complete an AGEC-S.

**Composition**

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

**Mathematics**

MAT 140	College Mathematics or higher	3 to 5 credits
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**Lab Science**

Two Lab Science courses from list on page 55.	
For Math or Science majors, students should select two sequenced courses from the list on page 55.	8 credits

**Humanities**

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.	6 credits
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**Social Sciences**

EDU 200	Introduction to Education (DI)	3 credits
HIS 101	U.S. History to 1877 (GIH) (DI) OR	
POS 110	United States National Politics (GIH) (DI)	3 credits
PSY 101	Introduction to Psychology (DI)	3 credits

**Options**

CMP 103	Introduction to Computer Based Systems	3 credits
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**Total General Education Requirements****35 to 37 credits**

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

**Elective Requirements**

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Suggested courses for university transfer:****ASU Transfer Students**

EDU 222	Introduction to Special Education
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**Total Elective Requirements****11 to 13 credits****Total Minimum Degree Requirements****64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## SECONDARY EDUCATION

**Associate of Arts Degree****TG-XR 60202**

**For Advising:** Check for advisor contact information in the curriculum description corresponding to the discipline you plan to teach. For example, if you plan to teach mathematics, look up one of the mathematics curricula for the name of a faculty member advising math majors.

EAC offers many curricula that provide the first two years of a four-year program leading to a bachelor's degree and a secondary teaching certificate. Secondary education is by nature discipline specific. You should choose a university and a discipline you wish to teach as quickly as possible. Then obtain the catalog and/or transfer guide from that institution and follow their curriculum as closely as possible. Rather than this degree, you may wish to obtain the EAC Liberal Arts degree or discipline specific EAC degree if these allow you to more closely follow the curriculum at your chosen transfer institution.

**Curriculum Requirements**

EDU 234	ESL/SEI Methods II	3 credits
POS 221	Arizona Constitution and Government	1 credit

**Total Curriculum Requirements****4 credits****Curriculum Related Requirements**

Select at least 12 credits from the Curriculum Requirements section for the Associate's degree in your emphasis area. For Math and Science majors, students must complete MAT 220, Calculus I. Emphasis areas which offer the program described include:

# ELECTRICAL AND INSTRUMENTATION TECHNICIAN

## Certificate of Proficiency

**30628**

**Advisor:** Mark Andreason

The Electrical and Instrumentation Technician Certificate program provides the student an opportunity to develop entry-level skills in the industrial electrical field. Students will receive a background in the properties and applications of electricity, maintenance of electrical systems, and technical problem solving.

### Curriculum Requirements

CMP 101	Introduction to Computers QB	
CMP 103	Introduction to Computer Based Systems	3 credits
ELT 110	Electricity and Electronics	3 credits
ELT 111	DC Electrical Systems	3 credits
ELT 112	AC Electrical Systems	3 credits
ELT 115	Conduits and Raceways	3 credits
ELT 161	Process Measurement Instrumentation I	3 credits
ELT 162	Process Measurement Instrumentation II	3 credits
ELT 171	Process Control Instrumentation	3 credits
ELT 181	Electronic Components	3 credits
ELT 258	Electrical Troubleshooting	3 credits
ELT 271	Programmable Logic Controllers	3 credits
ELT 272	Motors and Motor Controls	3 credits
TEC 112	Basic Hydraulics and Pneumatics	2 credits
Choose at least 6 additional credits from the following to obtain the 40 credits of Curriculum Requirements:		
AMT 110	Introduction to Fab Lab Technology	2 credits
AUT 105	Automotive Electrical Fundamentals	2 credits
COE 111	Cooperative Education I (Occupational) OR	
TEC 191	Industry Internship I	1 to 4 credits
DRF 108	Technical Drafting	2 credits
DRF 154	Introduction to AutoCAD	2 to 3 credits
ELT 251	National Electric Code	3 credits
ELT 297	Workshop	1 to 6 credits
ELT 298	Workshop	1 to 3 credits
ELT 299	Independent Study	1 to 3 credits
MIN 121	Surface Mine Safety Training	1 credit
TEC 116	Rigging	1 credit
TEC 133	Safety Practices for Industry	1 credit
WLD 101	Welding OR	
WLD 108	Welding and Metal Fabrication	3 credits

### Total Minimum Certificate Requirements

**33 credits**

In order to obtain this certificate you must:

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

ELT 112	AC Electrical Systems	3 credits
ELT 115	Conduits and Raceways	3 credits
ELT 161	Process Measurement Instrumentation I	3 credits
ELT 162	Process Measurement Instrumentation II	3 credits
ELT 171	Process Control Instrumentation	3 credits
ELT 181	Electronic Components	3 credits
ELT 258	Electrical Troubleshooting	3 credits
ELT 271	Programmable Logic Controllers	3 credits
ELT 272	Motors and Motor Controls	3 credits
TEC 112	Basic Hydraulics and Pneumatics	2 credits
Choose at least 6 additional credits from the following to obtain the 40 credits of Curriculum Requirements:		
AMT 110	Introduction to Fab Lab Technology	2 credits
AUT 105	Automotive Electrical Fundamentals	2 credits
COE 111	Cooperative Education I (Occupational) OR	
TEC 191	Industry Internship I	1 to 4 credits
DRF 108	Technical Drafting	2 credits
DRF 154	Introduction to AutoCAD	2 to 3 credits
ELT 251	National Electric Code	3 credits
ELT 297	Workshop	1 to 6 credits
ELT 298	Workshop	1 to 3 credits
ELT 299	Independent Study	1 to 3 credits
MIN 121	Surface Mine Safety Training	1 credit
TEC 116	Rigging	1 credit
TEC 133	Safety Practices for Industry	1 credit
WLD 101	Welding OR	
WLD 108	Welding and Metal Fabrication	3 credits

### Total Curriculum Requirements

**40 credits with a GPA of 2.00 or higher**

### General Education Requirements

#### Composition

ENG 100	Writing Fundamentals OR	
ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II OR	
TEC 260	Technical Report Writing	3 credits

#### Mathematics

MAT 100	Applied Mathematics or higher	3 to 5 credits
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#### Computers

CMP 101	Introduction to Computers OR	
CMP 103	Introduction to Computer Based Systems	3 credits

Select a sufficient number of credits from the list of General Education courses on pages 57-58 to obtain the 18 credits required. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education where the maximum is two credits.

### Total General Education Requirements

**18 credits**

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

### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. For students earning the AAS degree, it is highly recommended students choose electives from the Curriculum Related courses. For students transferring to a BAS program, it is highly recommended students choose additional General Education courses to complete the AGEC-A requirements. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

### Total Elective Requirements

**6 credits**

### Total Minimum Degree Requirements

**64 credits**

# ELECTRICAL AND INSTRUMENTATION TECHNOLOGY

## Associate of Applied Science Degree

**20611**

**Advisor:** Mark Andreason

The Electrical and Instrumentation Technology AAS degree provides the student an opportunity to develop and upgrade skills needed to be productive and successful in industrial electronics and instrumentation occupations. Additionally, this program develops career skills such as literacy, numeracy, and communication. This AAS degree is also available as a transfer degree to a BAS program. See your advisor for information concerning the transfer degree.

### Curriculum Requirements

ELT 110	Electricity and Electronics	3 credits
ELT 111	DC Electrical Systems	3 credits

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

- Complete at least 16 certificate degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## ELECTRICAL FUNDAMENTALS

### Certificate of Proficiency

#### 30644

**Advisor:** Mark Andreason

This program provides the student an opportunity to develop entry-level skills in the industrial electrical field. Students will receive a background in the properties and industrial applications of electricity.

#### Curriculum Requirements

ELT 110	Electricity and Electronics	3 credits
ELT 111	DC Electrical Systems	3 credits
ELT 112	AC Electrical Systems	3 credits
ELT 115	Conduits and Raceways	3 credits
Select 4 additional credits from the following:		
CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits
ELT 251	National Electric Code	3 credits
MAT 100	Applied Mathematics or higher	3 credits
TEC 133	Safety Practices for Industry	1 credit

#### 16 credits

#### Total Minimum Certificate Requirements

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 9 certificate credits at Eastern Arizona College.

HCE 116	Medical Dosage Calculations	2 credits
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#### Total Minimum Certificate Requirements 18 to 22 credits

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 9 certificate credits at Eastern Arizona College.

## EMERGENCY MEDICAL STUDIES-PARAMEDIC

### Certificate of Proficiency

#### 30702

**Advisor:** John Clegg

This program prepares you for employment as a paramedic who is qualified to give emergency care to patients. The Eastern Arizona College Paramedic Training Program follows the guidelines set forth by the Commission on Accreditation of Allied Health Education Programs (CAAHEP, www.caahp.org) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP). After successfully completing the certificate, you are eligible to take the required National Registry of Emergency Medical Technicians examinations at the Paramedic level. Entry into the paramedic program requires prior admission. For specific admission procedures, contact the EAC EMS Department at (928) 428-8398. EMT 210, EMT 212, and EMT 214 must be taken contiguously and each course must be completed with a "B" or better to successfully complete the program or the student must restart the entire program. This program is a fall-start program and is only offered when a minimum of 15 students are accepted and registered. Program size is limited to 24 students by Arizona State regulation.

#### Application Requirements

The following are required for application into the program:

- Must be at least 18 years of age prior to applying to the Paramedic Program
- Completion of high school or GED
- Current American Heart Association, BLS healthcare provider certification
- Current certification as an Arizona EMT or NREMT Certified EMT
- ENG 113 with a grade "C" or higher or reading competency at the twelfth grade level or above, on EAC approved reading test
- MAT 100 with a grade of "C" or higher or placement test score as established by District policy
- Passage of written, practical, and oral entrance examinations
- Student must provide immunization records including proof of MMR, Varicella, Hepatitis B, Tdap, 2-step TB skin test, current flu shot and a completed 10-panel drug screen
- Current Arizona DPS fingerprint clearance card (required by agency contracts for clinical/vehicular rotations)
- Current health insurance coverage

#### Admission Requirements

The following prerequisite courses must be completed with a grade of "C" or higher prior to being admitted into the Paramedic Program:

BIO 160	Introduction to Human Anatomy and Physiology <u>OR</u>	
HCE 156	Science for Allied Health <u>OR</u>	
BIO 201	Human Anatomy and Physiology I <u>AND</u>	
BIO 202	Human Anatomy and Physiology II	4 to 8 credits
HCE 112	Medical Terminology	2 credits
HCE 116	Medical Dosage Calculations	2 credits

#### Curriculum Requirements

BIO 160	Introduction to Human Anatomy and Physiology <u>OR</u>	
HCE 156	Science for Allied Health <u>OR</u>	
BIO 201	Human Anatomy and Physiology I <u>AND</u>	
BIO 202	Human Anatomy and Physiology II	4 to 8 credits
EMT 210	Paramedic I	12 credits
EMT 212	Paramedic II	12 credits
EMT 214	Paramedic III	6 credits
EMT 219	Pharmacology in Emergency Settings	2 credits
EMT 220	Advanced Cardiovascular Life Support	1 credit
EMT 221	Pediatric Advanced Life Support	1 credit

## EMERGENCY MEDICAL STUDIES - EMERGENCY MEDICAL TECHNICIAN

### Certificate of Proficiency

#### 30701

**Advisor:** John Clegg

This Certificate prepares you for an entry-level position as an emergency medical technician at the basic level. Emphasis is on preparation to perform pre-hospital emergency services as specified by Arizona Department of Health Services, Bureau of Emergency Medical Services.

Note: Students are eligible to sit for the National Registry EMT Exam upon completion of the EMT 103, Emergency Medical Technician course.

#### Curriculum Requirements

BIO 160	Introduction to Human Anatomy and Physiology <u>OR</u>	
HCE 156	Science for Allied Health <u>OR</u>	
BIO 201	Human Anatomy and Physiology I <u>AND</u>	
BIO 202	Human Anatomy and Physiology II	4 to 8 credits
EMT 103	Emergency Medical Technician	9 credits
EMT 121	Cardiopulmonary Resuscitation	1/2 credit
EMT 170	Vehicular Extrication and Trauma Care	1/2 credit
HCE 112	Medical Terminology	2 credits

# CURRICULA

EMT 222	Trauma Patient Management	1 credit
HCE 112	Medical Terminology	2 credits
HCE 116	Medical Dosage Calculations	2 credits

## Total Minimum Certificate Requirements 43 to 47 credits

In order to obtain this certificate you must:

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

# EMERGENCY MEDICAL STUDIES - PARAMEDICINE

## Associate of Applied Science Degree

### 20703

**Advisor:** John Clegg

This program prepares you for employment as a paramedic who is qualified to give emergency care to patients. The Eastern Arizona College Paramedic Training Program follows the guidelines set forth by the Commission on Accreditation of Allied Health Education Programs (CAAHEP, [www.caahep.org](http://www.caahep.org)) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP). After successfully completing the degree, you are eligible to take the required National Registry of Emergency Medical Technicians examinations at the Paramedic level. Entry into the paramedic program requires prior admission. For specific admission procedures, contact the EAC EMS Department at (928) 428-8398. EMT 210, EMT 212, and EMT 214 must be taken contiguously and each course must be completed with a "B" or better to successfully complete the program or the student must restart the entire program.

This program is a fall-start program and is only offered when a minimum of 15 students are accepted and registered. Program size is limited to 24 students by Arizona State regulation.

### Application Requirements

The following are required for application into the program:

- Must be at least 18 years of age prior to applying to the Paramedic Program
- Completion of high school or GED
- Current American Heart Association, BLS healthcare provider certification
- Current certification as an Arizona EMT or NREMT Certified EMT
- ENG 113 with a grade "C" or higher or reading competency at the twelfth grade level or above, on EAC approved reading test
- MAT 100 with a grade of "C" or higher or placement test score as established by District policy
- Passage of written, practical, and oral entrance examinations
- Student must provide immunization records including proof of MMR, Varicella, Hepatitis B, Tdap, 2-step TB skin test, current flu shot and a completed 10-panel drug screen
- Current Arizona DPS fingerprint clearance card (required by agency contracts for clinical vehicular rotations)
- Current health insurance coverage

### Admission Requirements

The following prerequisite courses must be completed with a grade of "C" or higher prior to being admitted into the Paramedic Program:

BIO 160	Introduction to Human Anatomy and Physiology <u>OR</u>	
HCE 156	Science for Allied Health <u>OR</u>	
BIO 201	Human Anatomy and Physiology I <u>AND</u>	
BIO 202	Human Anatomy and Physiology II	4 to 8 credits
HCE 112	Medical Terminology	2 credits
HCE 116	Medical Dosage Calculations	2 credits

### Curriculum Requirements

EMT 210	Paramedic I	12 credits
EMT 212	Paramedic II	12 credits
EMT 214	Paramedic III	6 credits
EMT 219	Pharmacology in Emergency Settings	2 credits
EMT 220	Advanced Cardiovascular Life Support	1 credit
EMT 221	Pediatric Advanced Life Support	1 credit
EMT 222	Trauma Patient Management	1 credit
HCE 112	Medical Terminology	2 credits

HCE 116	Medical Dosage Calculations	2 credits
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## Total Curriculum Requirements 39 credits

### General Education Requirements

#### Composition

ENG 101	Written Communications I	3 credits
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#### Lab Science

BIO 160	Introduction to Human Anatomy and Physiology <u>OR</u>	
BIO 201	Human Anatomy and Physiology I <u>AND</u>	
BIO 202	Human Anatomy and Physiology II	4 to 8 credits

#### Mathematics

MAT 140	College Mathematics or higher	3 to 5 credits
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#### Social Sciences

PSY 101	Introduction to Psychology	3 credits
Select a sufficient number of credits from the list of General Education courses on page 58 to obtain the 18 credits required. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education where the maximum is two credits.		

## Total General Education Requirements 18 credits

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

### Elective Requirements

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

#### Recommended Elective Courses

EMT 107	EMT Practicum	1 to 2 credits
HCE 190	Human Body in Health and Disease <u>OR</u>	
HCE 240	Human Pathophysiology	4 credits

## Total Elective Requirements 3 credits

## Total Minimum Degree Requirements 60 credits

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

# ENGINEERING

## Associate of Science Degree

### AS-SR 80706

**Advisor:** Spencer Udall

Today's professional engineer requires a minimum of four years of highly theoretical and specialized training. Very often this training requires more than four regular college years; that is, either attendance for several summer terms or an additional fifth year, before you may qualify for the bachelor's degree. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

EAC offers you two years of training in the required background mathematics and sciences. In addition, EAC offers many of the General Education courses which are required as part of the overall education of an engineer.

### Curriculum Requirements

CHM 151	General Chemistry I	4 credits
Select 4 additional credits from Lab Science list on pages 55-56.		
EGR 102	Introduction to Engineering	4 credits
MAT 240	Calculus III	4 credits

MAT 260 Differential Equations 4 credits

Choose at least 6 additional credits from the following:

EGR 130	C# Programming I	3 credits
EGR 150	Digital Design Fundamentals	4 credits
EGR 200	Introduction to Mining Engineering	3 credits
EGR 220	Circuits I	5 credits
EGR 214	Engineering Mechanics I – Statics	3 credits
EGR 215	Engineering Mechanics II – Dynamics	3 credits
EGR 233	Mechanics of Materials	3 credits
EGR 250	Plane Surveying	3 credits
EGR 255	Thermodynamics	3 credits
EGR 296A	Mineral Resource Engineering Seminar	1 credit
MAT 225	Elementary Linear Algebra	3 credits

### Total Curriculum Requirements

**26 credits**

### General Education Requirements

AGEC-S. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

### Composition

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

### Mathematics

MAT 220	Calculus I	5 credits
MAT 230	Calculus II	4 credits

### Lab Science

PHY 211	Physics with Calculus I	5 credits
PHY 212	Physics with Calculus II	5 credits

### Humanities

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.	6 credits
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### Social Sciences

Choose from Social Sciences list on page 56.	6 credits
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### Total General Education Requirements

**37 credits**

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

### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

### Total Elective Requirements

**1 credit**

### Total Minimum Degree Requirements

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## ENGLISH

### Associate of Arts Degree

#### AA-GR 60203

**Advisors:** Peter Chidester, Rebecca Jarvis, Ken Raines, Helen Robinson, Melanie Russell

This degree provides a foundation in written communications and familiarity with literary forms and major literary works. Since program requirements differ between universities, consult the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC in order to adjust this program to your personal needs.

### Curriculum Requirements

ENG 218	Writing About Literature (IW) (DI)	3 credits
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Select 9 credits from the following courses:

ENG 201	World Literature I (IW) (GIH) (DI)	3 credits
ENG 202	World Literature II (IW) (GIH) (DI)	3 credits
ENG 221	English Literature I (IW) (DI)	3 credits
ENG 222	English Literature II (IW) (DI)	3 credits
ENG 241	American Literature I (IW) (GIH) (DI)	3 credits
ENG 242	American Literature II (IW) (GIH) (DI)	3 credits

### Total Curriculum Requirements

**12 credits**

### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

### Composition

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

### Mathematics

Select from list on pages 55-56.

3 credits

### Lab Science

Select two Lab Science courses from list on page 55-56.

8 credits

### Humanities

ART 133	World Art I (GIH) (DI) <u>OR</u>	
ART 134	World Art II (GIH) (DI)	3 credits
MUS 101	World of Music (GIH) (DI) <u>OR</u>	
THC 105	Introduction to Theatre (GIH) (DI)	3 credits

Select from the list of Humanities courses on pages 55.

3 credits

### Social Sciences

HIS 104	The Development of Europe to 1650 (GIH) (DI) <u>OR</u>	
HIS 105	Modern Europe Since 1550 (GIH) (DI)	3 credits

Select from the list of Social Sciences courses on page 56.

6 credits

### Total General Education Requirements

**35 credits**

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

### Elective and Foreign Language Requirements

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

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

college or university.

Depending on which option you choose, select a sufficient number of elective credits to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

You are encouraged to take liberal arts courses as electives such as art, creative writing, history, music, philosophy or psychology.

### Total Elective and Foreign Language Requirements 17 credits

### Total Minimum Degree Requirements 64 credits

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## ENVIRONMENTAL TECHNOLOGY

### Associate of Applied Science Degree

#### 20705

**Advisor:** Nathan Cline

This degree prepares the student to apply for positions with agencies dealing with the environment, natural resources or the public. The degree will expose students to different aspects of the natural world and various cultures, and will provide communication skills.

#### Curriculum Requirements

BIO 205	Microbiology	4 credits
BIO 226	Ecology	4 credits
BIO 235	GIS Tools in Forestry and the Environment	2 credits
BIO 295	Undergraduate Biological Research	4 credits
CHM 130	Fundamental Chemistry or higher	4 credits
CMP 161	Electronic Spreadsheet with Microsoft Excel	3 credits
EGR 102	Introduction to Engineering	4 credits

### Total Curriculum Requirements 25 credits

#### General Education Requirements

##### Composition

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

##### Lab Science

BIO 100	Biology Concepts	4 credits
BIO 105	Environmental Biology	4 credits

##### Mathematics

MAT 100	Applied Mathematics or higher	3 to 5 credits
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##### Social Sciences

COM 201	Public Speaking	3 credits
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### Total General Education Requirements 20 to 22 credits

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

#### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required.

### Total Elective Requirements 17 to 19 credits

### Total Minimum Degree Requirements 64 credits

## FIRE SCIENCE

### Associate of Applied Science Degree

#### 20610 (Available in Gila County only)

**Advisors:** Ann Knights, Andrea Renon

The Fire Science Associate of Applied Science degree is intended for students who either plan to enter employment or who are currently working in fire services or related fields and want to upgrade their knowledge and skills. The degree provides individuals wishing to become professional firefighters with the skills necessary for a fire service career and existing firefighters with the opportunity for career advancement. The Fire Science Associate of Applied Science degree science curriculum is compliant with the National Fire Academy's Fire Service and Emergency Services Higher Education (FESHE) project standards.

#### Curriculum Requirements

FSC 100	Introduction to Fire Science	3 credits
FSC 101	Fire Department Operations I	6 credits
FSC 102	Fire Department Operations II	5 credits
FSC 106	Hazardous Materials First Responder Operations	3 credits
FSC 110	Fire Hydraulics	2 credits
FSC 112	Fire and Emergency Services Safety and Survival	3 credits
FSC 120	Fire Apparatus and Equipment	3 credits
FSC 130	Fundamentals of Fire Prevention	3 credits
FSC 135	Strength and Fitness for Fire Service	2 credits
FSC 140	Fire Protection Systems	3 credits
FSC 150	Basic Wildland Firefighting	3 credits
FSC 204	Firefighting Tactics and Strategy	3 credits
FSC 208	Building Construction for Fire Protection	3 credits

### Total Curriculum Requirements

**42 credits with a GPA of 2.00 or higher**

#### General Education Requirements

##### Composition

ENG 100	Writing Fundamentals OR	
ENG 101	Written Communications I	3 credits
ENG 102	Written Communications II OR	
ENG 260	Technical Report Writing OR	
TEC 260	Technical Report Writing	3 credits

##### Mathematics

MAT 100	Applied Mathematics or higher	3 to 5 credits
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##### Computers

CMP 101	Introduction to Computers OR	
CMP 103	Introduction to Computer Based Systems	3 credits

Select a sufficient number of credits, including at least one course from a GE category other than Composition or Mathematics, from the list of General Education courses on pages 57-58. You may not exceed nine credits in any GE Category, with the exception of Health and Physical Education where the maximum is two credits.

### Total General Education Requirements

**18 credits**

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

**Elective Requirements**

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required.

**Total Elective Requirements****4 credits****Total Minimum Degree Requirements****64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

**Curriculum Requirements**

EMT 122	First Aid and CPR	2 credits
FSC 101	Fire Department Operations I	6 credits
FSC 102	Fire Department Operations II	5 credits
FSC 106	Hazardous Materials First Responder Operations	3 credits
FSC 150	Basic Wildland Firefighting	3 credits

**Total Minimum Certificate Requirements****19 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 10 certificate credits at Eastern Arizona College.

## FIRE SCIENCE – LEVEL I

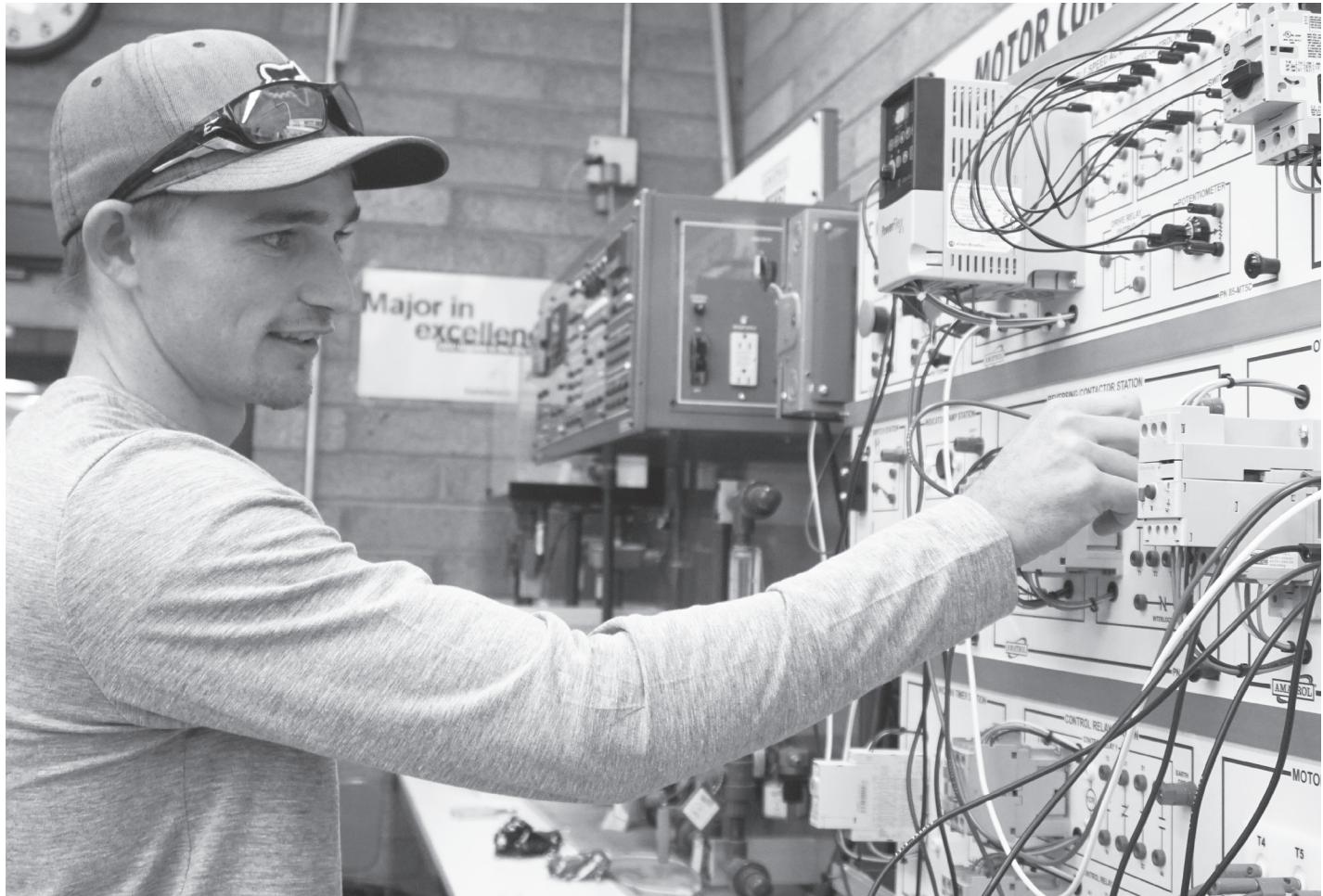
**Certificate of Proficiency****30635 (Available in Gila County only)****Advisors:** Ann Knights, Andrea Renon

The Fire Science – Level I Certificate program, in cooperation with the Arizona Center for Fire Service Excellence (AZCFSE), prepares students for service as firefighters in rural settings. This certification emphasizes professional firefighting skills corresponding to the everyday demands of the profession. It is designed for both individuals already serving in the profession as firefighters and as a preparatory program for those who seek a career in firefighting.

## FIRE SCIENCE – LEVEL II

**Certificate of Proficiency****30625 (Available in Gila County only)****Advisors:** Ann Knights, Andrea Renon

The Fire Science Level II Certificate program, in cooperation with the Arizona Center for Fire Service Excellence (AZCFSE), prepares students for service as firefighters in rural settings. This certification emphasizes professional firefighting skills corresponding to the everyday demands of the profession. It is designed for both individuals already serving in the profession as firefighters and as a preparatory program for those who seek a career in firefighting. This certificate allows students the opportunity to participate in field training



using current fire suppression technology.

## Curriculum Requirements

EMT 122	First Aid and CPR	2 credits	
FSC 101	Fire Department Operations I	6 credits	
FSC 102	Fire Department Operations II	5 credits	
FSC 106	Hazardous Materials First Responder Operations	3 credits	
FSC 120	Fire Apparatus and Equipment	3 credits	
FSC 130	Fundamentals of Fire Prevention OR		
FSC 140	Fire Protection Systems	3 credits	
FSC 150	Basic Wildland Firefighting	3 credits	

**25 credits**

## Total Minimum Certificate Requirements

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 13 certificate credits at Eastern Arizona College.

# FORESTRY

## Associate of Arts Degree

### TG-XR 60703

**Advisor:** Nathan Cline

This degree prepares you to transfer to a college or university and pursue a bachelor's degree in Forestry. This degree also prepares you for a number of jobs in forestry and the forest products industry. A strong high school background in Mathematics and Chemistry is recommended.

Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs. A Forestry bachelor's degree is currently offered in Arizona only at Northern Arizona University.

## Curriculum Requirements

BIO 182	General Biology II	4 credits	
CMP 103	Introduction to Computer Based Systems	3 credits	
MAT 160	Introduction to Statistics	3 credits	

**10 credits**

## Total Curriculum Requirements

## General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

## Composition

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

## Mathematics

MAT 154	Precalculus Algebra	4 credits	
MAT 181	Precalculus Trigonometry	3 credits	

## Lab Science

BIO 181	General Biology I	4 credits	
CHM 130	Fundamental Chemistry	4 credits	

## Humanities

Select two Humanities Courses, one of which must have a (GIH) designation, from the list on page 55.

## Social Sciences

BUA 223	Principles of Microeconomics (DI)	3 credits	
COM 201	Public Speaking	3 credits	

## Options

Select courses from the Options category on page 56 with at least one course having an (IW) designation to complete the 35 credits required for the AGEC.

3 credits

## Total General Education Requirements

**36 credits**

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

## Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 60 credit hours required. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

## Total Elective Requirements

**14 credits**

## Total Minimum Degree Requirements

**60 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

# GENERAL STUDIES

## Associate of General Studies Degree

### 50000 (Available On Campus and Online)

**Advisors:** James Pryor, Gina Roebuck, Aaron Westerfield

The Associate of General Studies degree (AGS) is available for those students whose preferred degree program of study is not otherwise available at EAC. For example, the AGS degree may be the best choice for you if:

- You plan to transfer to one of Arizona's public universities and EAC does not offer a degree pathway that matches the first two years of study in the major you wish to pursue.
- You plan to transfer to a private Arizona college or university or an out-of-state institution and you wish to customize an EAC degree to match the required courses in your major at that school.
- You do not plan to transfer to another College or University and wish to obtain an associate degree that incorporates a General Education component and lets you select other courses according to your interests.

Other than the embedded AGEC, the AGS degree is not included in any transfer agreements and credits earned may be accepted or rejected by a receiving institution. If you plan to transfer upon completion of this degree and since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

## General Education Requirements

The General Education Requirement may be satisfied in two different ways. Select the option below that best meets your needs.

### Option 1 - Arizona General Education Curriculum

If you plan to transfer to one of Arizona's public universities you will be best served by completing one of the three Arizona General Education Curriculums. They are the AGEC-A, AGEC-B and AGEC-S. If you know where you are transferring and what your major will be, find out which AGEC is appropriate and follow it as outlined below. If the major you select does not accept an AGEC or has a unique set of General Education requirements go to Option Two.

**AGEC-A (Available On Campus and Online):** This General Education Program is better suited for majors in the Liberal Arts.

To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

**Composition**

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

**Mathematics**

Select one course from list on pages 55-56.

**Lab Science**

Select two Lab Science courses from list on page 55. If you plan to transfer consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Humanities**

Select from at least two departments on the Humanities list on page 55. At least one of the Humanities courses must be from the Fine Arts. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Social Sciences**

Select from at least two departments on the Social Sciences list on page 56. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Options**

Select courses from the Options category on page 56 to complete the 35 credits required for the AGEC.

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

To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

**Composition**

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

**Mathematics**

MAT 210	Elements of Calculus
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**Lab Science**

Select two courses from the list on page 55. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Humanities**

Select from at least two departments on the Humanities list on page 55. At least one of the Humanities courses must be from the Fine Arts. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Social Sciences**

Select from at least two departments on the Social Sciences list on page 56. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Options**

CMP 103	Introduction to Computer Based Systems
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Select courses from the Options category on page 56 to complete the 36 credits required for the AGEC.

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

To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

**Composition**

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

**Mathematics**

MAT 220	Calculus I or higher level mathematics course	5 credits
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**Lab Science**

Select two sequenced courses from this list:

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

BIO 181	General Biology I
BIO 182	General Biology II

BIO 201	Human Anatomy and Physiology I
BIO 202	Human Anatomy and Physiology II

CHM 151	General Chemistry I
CHM 152	General Chemistry II

CHM 235	General Organic Chemistry
CHM 236	General Organic Chemistry II (IW)

PHY 111	General Physics I
PHY 112	General Physics II

PHY 211	Physics with Calculus I
PHY 212	Physics with Calculus II

8 credits

**Humanities**

Select from at least two departments on the Humanities list on page 55. At least one of the Humanities courses must be from the Fine Arts. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

6 credits

**Social Sciences**

Select from at least two departments on the Social Sciences list on page 56. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

6 credits

**Options**

For this certificate, you must select two additional courses to complete the 39 credits required for the AGEC. Eligible courses include any of the Lab Science courses or any math courses MAT 230 or higher. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

8 credits

**Option 2 - Approved General Education Curriculum**

File with your graduation petition a General Education curriculum of at least 35 credits approved by a regionally accredited college or university for which equivalent transferable courses are available at EAC or an Arizona public university transfer guide for the major you intend to complete. Completion of those courses will fulfill the AGS degree General Education requirement.

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

**Elective Requirements**

Depending on which AGEC you choose, select 25-29 credits of elective courses numbered 100 or above to obtain the 64 credit hours required.

**Total Elective Requirements**

**25 to 29 credits**

**Total Minimum Degree Requirements**

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## GENERAL TECHNICAL STUDIES

**Associate of Applied Science Degree****20613 (Available On Campus and Online)**

**Advisors:** Gayrene Claridge, Doug Griffin

The General Technical Studies AAS degree provides an opportunity for all students to develop and upgrade a broad variety of technical skills which are applicable to many entry-level technical occupations. Students are given the latitude to focus on specific programs which address their personal interests and aptitudes. Through the General Education component, this program also

provides instruction in literacy, communication, mathematical, and interpersonal skills necessary for long-term career success.

## Curriculum Requirements

Students must complete at least one of the following Certificates of Proficiency:

30647	Advanced HVAC-R
30639	Advanced Manufacturing and Design Technician
30641	Advanced Manufacturing Technician
30638	Automotive Maintenance
30633	Automotive Service Consultant
30605	Automotive Technician
30646	Basic Building Trades (offered in Gila County only/ADC)
30648	Basic Industrial Robotic Technology
30104	Bookkeeping (offered on campus and online)
30118	Business Entrepreneurship
30134	Business Entrepreneurship Specialist
30133	Business Management
30116	Business Office Assistant (offered on campus and online)
30130	Business Project Management Fundamentals (offered on campus and online)
30121	Business Technology Specialist (offered on campus and online)
30645	Commercial Driver License
30618	Computer Assisted Design and Drafting Technology - Level I
30613	Computer Assisted Design and Drafting Technology - Level II
30110	Cosmetology
30111	Cosmetology Instructor
30129	Cosmetology/Hairstylist
30114	Cosmetology/Nail Technician
30135	Cyber Security
30105	Database Support
31303	Dental Assisting Specialist (offered in Gila County only)
30627	Diesel Technician
30628	Electrical and Instrumentation Technician
30644	Electrical Fundamentals
30701	Emergency Medical Studies - Emergency Medical Technician
30702	Emergency Medical Studies - Paramedic
30635	Fire Science - Level I (offered in Gila County only)
30625	Fire Science - Level II (offered in Gila County only)
30924	General Business (offered at ADC/FCI only)
30402	Graphic Design
30643	HVAC-R
30920	HVAC-R (offered at ADC/FCI only)
30629	Industrial Plant Technician
30131	IT Support Professional
30813	Law Enforcement (offered on campus and online)
30816	Law Enforcement Training Academy (offered in Gila County only)
30710	Licensed Practical Nurse
30636	Major Appliance Repair (offered at ADC/FCI only)
30914	Masonry (offered at ADC/FCI only)
30401	Media Communications
30704	Medical Assistant
31302	Medical Billing and Coding Specialist
31304	Medical Records Specialist
30706	Nursing Assistant
30708	Patient Care Technician
30119	Systems Administration & Networking
30502	Personal Trainer
31301	Phlebotomist Technician
30919	Pre-Apprentice Carpentry (offered at ADC/FCI only)
30938	Principles of Business Management (ADC only)
30132	Programming & IT Support
30123	Retail Management (offered on campus and online)
30934	Retail Management (offered at ADC/FCI only)

30642	Welding/Manufacturing Fundamentals
30626	Welding Technology

To earn this degree you must select a sufficient number of credits numbered 100 or above from the following departments to obtain the 40 curriculum credit hours required: AGR, AIS, AJS, AMT, ART, AUT, BLC, BLD, BUS, BUA, CDL, CIS, COE, CMP, COS, CSL, CUL, DSL, DRF, EGR, ELT, EMT, FSC, HCE, HHP, HVA, IAR, IPT, MSP, MDC, MIN, NUR, RAD, ROB, SBM, TEC, THC, and WLD.

Students may not apply more than 4 credits from COE 111, COE 112, COE 113, and TEC 191 to the completion of this requirement.

## Total Curriculum Requirements

**40 credits with a GPA of 2.00 or higher**

## General Education Requirements

### Composition

ENG 100	Writing Fundamentals <u>OR</u>	
ENG 101	Written Communications I	3 credits

### Mathematics

BUS 111	Business Mathematical Calculations <u>OR</u>	
MAT 100	Applied Mathematics or higher	3 to 5 credits

### Computers

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

Select a sufficient number of credits from the list of General Education courses on pages 57-58 to obtain the 18 credits required. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education where the maximum is two credits.

## Total General Education Requirements

**18 credits**

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

## Elective Requirements

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

## Total Elective Requirements

**6 credits**

## Total Minimum Degree Requirements

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

# GEOLOGY

## Associate of Science Degree

### AS-SR 80703

**Advisor:** David Morris

The following curriculum will meet the lower-division requirements of most four-year schools in Geology. Upon satisfactory completion of the course work outlined below and graduation with an AS degree from Eastern Arizona College, you may enter upper-division work in any one of several earth science related fields, including general geology, geochemistry, hydrology and geophysics. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs. You should have a firm background in mathematics (including algebra, geometry, and trigonometry) and chemistry. Physics is helpful. A deficiency in any of the above areas may necessitate refresher courses before pursuing a geology curriculum.

**Curriculum Requirements**

GLG 101	Physical Geology	4 credits
GLG 102	Historical Geology	4 credits
MAT 230	Calculus II	4 credits
MAT 240	Calculus III	4 credits
MAT 260	Differential Equations	4 credits

**Total Curriculum Requirements****20 credits****General Education Requirements**

AGEC-S. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

**Composition**

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

**Mathematics**

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

CHM 151	General Chemistry I	4 credits
CHM 152	General Chemistry II	4 credits
PHY 211	Physics with Calculus I	5 credits
PHY 212	Physics with Calculus II	5 credits

**Humanities**

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.

6 credits

**Social Sciences**

Choose from Social Sciences list on page 56. Choose courses from more than one department.

6 credits

**Total General Education Requirements****41 credits**

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

**Elective Requirements**

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

An introductory computer course is highly recommended.

Language proficiency demonstration – check University Transfer Guides to see if they have a language proficiency requirement. If so, select courses that will satisfy the language proficiency requirement.

**Total Elective Requirements****3 credits****Total Minimum Degree Requirements****64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

agency, newspaper, printing plant, industrial in-plant printing unit, and free-lance work.

**Curriculum Requirements**

ART 101	Fundamentals of Design	3 credits
ART 102	Color and Design	3 credits
ART 111	Drawing	3 credits
ART 114	Figure Drawing for Art Majors	3 credits
ART 128	Beginning Digital Photography	3 credits
ART 181	Graphic Design I	3 credits
ART 182	Graphic Design II	3 credits
ART 186	Digital Illustration	3 credits
ART 187	Beginning Photoshop	3 credits
ART 188	Digital Publishing	3 credits
ART 189	Typography	3 credits
ART 287	Advanced Photoshop	3 credits
ART 289	Portfolio Development	1 credit
CMP 272	Website Development I	3 credits

Choose at least 5 additional credits from the following:

CMP 273	Website Development II	3 credits
COE 101	Job Seeking Strategies	1 to 2 credits
COM 201	Public Speaking	3 credits
MDC 102	Introduction to Media Communications	3 credits
SBM 110	Introduction to Entrepreneurship	3 credits

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

ENG 100	Writing Fundamentals OR	
ENG 101	Written Communications I	3 credits
BUA 259	Business Communications OR	
ENG 102	Written Communications II OR	
ENG 260	Technical Report Writing	3 credits

**Humanities**

ART 133	World Art I	3 credits
ART 134	World Art II	3 credits

**Computers**

CMP 101	Introduction to Computers OR	
CMP 103	Introduction to Computer Based Systems	3 credits

Select a sufficient number of credits from the list of General Education courses on pages 57-58 to obtain the 18 credits required. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education where the maximum is two credits.

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

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

**Elective Requirements**

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

**Total Elective Requirements****1 credit****Total Minimum Degree Requirements****64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## GRAPHIC DESIGN

**Associate of Applied Science Degree****20401****Advisor:** Jeff Henley

Graphic Design prepares you for entry-level employment in an advertising agency, art

## GRAPHIC DESIGN

### Certificate of Proficiency

#### 30402

**Advisor:** Jeff Henley

The Graphic Design Certificate Program prepares students for entry-level employment in an advertising agency, art agency, newspaper, printing plant, industrial in-plant printing unit, and free-lance work.

#### Curriculum Requirements

ART 181	Graphic Design I	3 credits
ART 182	Graphic Design II	3 credits
ART 186	Digital Illustration	3 credits
ART 187	Beginning Photoshop	3 credits
ART 188	Digital Publishing	3 credits
ART 189	Typography	3 credits
ART 287	Advanced Photoshop	3 credits
ART 289	Portfolio Development	1 credit
CMP 272	Website Development I	3 credits

**25 credits**

#### Total Minimum Certificate Requirements

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 13 certificate credits at Eastern Arizona College.

## HEALTH & PHYSICAL EDUCATION

### Associate of Arts Degree

#### AA-SR 60501

**Advisors:** Jim Bagnall, Shari Kay, Maurice Leitzke, Kate McCluskey, Cameron Turner

Recipients of this degree are prepared to pursue a major in Health or Physical Education and minor in Biology or Physical Science at a four-year college or university. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

A high school background in sports, biology and chemistry is helpful.

#### Curriculum Requirements

HHP 100	Personal Health (DI)	3 credits
HPE 190	First Aid and CPR	2 credits
HHP 210	Introduction to Exercise Science and Physical Education	3 credits
HHP 274	Sports Nutrition	3 credits
HHP 276	Sports Psychology	3 credits

**14 credits**

#### Total Curriculum Requirements

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

#### Composition

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

#### Mathematics

MAT 140	College Mathematics or higher	3 to 5 credits
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#### Lab Science

BIO 201	Human Anatomy and Physiology I	4 credits
BIO 202	Human Anatomy and Physiology II	4 credits

#### Humanities

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.

6 credits

#### Social Sciences

EDU 200 Introduction to Education (DI)

3 credits

Select another non-EDU Social Sciences course from the list on page 56.

3 credits

#### Options

Select courses from the list on page 56 to achieve a total of at least 35 credits in General Education courses. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

4 to 6 credits

#### Total General Education Requirements

**35 credits**

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

#### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

#### Total Elective Requirements

**11 credits**

#### Total Minimum Degree Requirements

**60 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## HISTORY

### Associate of Arts Degree

#### AA-SR 60803

**Advisor:** Patrick Lukens

This degree prepares you to transfer to a four-year college or university and pursue a bachelor's degree in history. In addition to teaching, history provides excellent background for entering law school or for pursuing any type of social or government work. Also, some recent trends suggest history majors are being hired for business because of the need for people who are trained in reading primary source material, synthesizing what they read, and applying it in problem-solving situations. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

#### Curriculum Requirements

CMP 103	Introduction to Computer Based Systems	3 credits
ENG 242	American Literature II (IW) (GIH) (DI)	3 credits
HIS 101	U.S. History to 1877 (GIH) (DI)	3 credits
HIS 102	U.S. History Since 1865 (GIH) (DI)	3 credits
SOC 210	Racial and Ethnic Relations (GIH) (DI)	3 credits

**14 credits**

**Total Curriculum Requirements**

**15 credits**

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

**Composition**

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

**Mathematics**

MAT 140	College Mathematics OR	3 to 4 credits
MAT 154	Precalculus Algebra	3 to 4 credits

**Lab Science**

Select from list on page 55.	8 credits
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**Humanities**

ENG 241	American Literature I (IW) (GIH) (DI)	3 credits
Select a course from the list on page 55. Choose courses from more one department and one course must be in the Fine Arts		

**Social Sciences**

HIS 104	The Development of Europe to 1650 (GIH) (DI)	3 credits
HIS 105	Modern Europe Since 1550 (GIH) (DI)	3 credits
POS 110	United States National Politics (GIH) (DI)	3 credits

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

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

**Elective and Foreign Language Requirements**

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

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

Depending on which option you choose, select a sufficient number of elective credits to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Total Elective and Foreign Language Requirements 13 to 14 credits****Total Minimum Degree Requirements 64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

**Curriculum Requirements**

HVA 101	Principles of HVAC-R	3 credits
HVA 103	HVAC-R Controls	3 credits
HVA 105	Heating System Basics	3 credits
HVA 109	Troubleshooting HVAC-R Systems	3 credits
HVA 110	Electricity for HVAC-R	3 credits
HVA 115	EPA Certification	1 credit
HVA 201	Advanced HVAC-R Commercial Air Conditioning	3 credits
HVA 203	Refrigeration and Heat Exchange Components	3 credits
HVA 205	Refrigeration Flow and Flow Devices	3 credits
HVA 207	Commercial Refrigeration Applications	3 credits
HVA 209	Commercial Ice Makers	3 credits
HVA 211	Commercial Refrigeration Troubleshooting	3 credits

**Total Curriculum Requirements 34 credits****Curriculum Related Requirements**

Select from the following Curriculum Related courses to complete a total of 9 credits.

BUA 150	Introduction to Project Management	3 credits
BUA 151	Scheduling and Cost Estimating	3 credits
DRF 154	Introduction to AutoCAD	2-3 credits
DRF 170	Residential Architecture	3 credits
DRF 262	Commercial Architecture	2 credits
TEC 133	Safety Practices for Industry	1 credit

**Total Curriculum Related Requirements 9 credits****General Education Requirements****Composition**

BUA 259	Business Communications OR	
ENG 100	Writing Fundamentals OR	
ENG 101	Written Communications I	3 credits

**Mathematics**

MAT 100	Applied Mathematics	4 credits
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**Computers**

CMP 101	Introduction to Computers OR	
CMP 103	Introduction to Computer Based Systems	3 credits

Select a sufficient number of credits from the list of General Education courses on pages 57-58 to obtain the 18 credits required. You many not exceed nine credits in any GE category, with the exception of Health and Physical Education where the maximum is two credits.

**Total General Education Requirements 18 credits**

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

**Elective Requirements**

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. For students earning the AAS degree, it is highly recommended students choose electives from the Curriculum Related courses. For students transferring to a BAS program, it is highly recommended students choose additional General Education courses to complete the AGEC-A requirements. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Total Elective Requirements 3 credits****Total Minimum Degree Requirements 64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Demonstrate a reading competency at the tenth grade level or above as demonstrated by one of the following methods:

## HVAC-R TECHNOLOGIES

**Associate of Applied Science Degree****20616**

**Advisors:** Jason Cole, George Rocha

This program prepares individuals to apply technical knowledge and skills to repair, install, service, and maintain the operation of HVAC-R systems. Instruction includes diagnostic techniques, the use of testing equipment and the principle of mechanics, electricity, and electronics as they relate to the repair of heating, air conditioning, and refrigeration systems. Communication and organizational skills are emphasized to prepare a program completer to participate at the leadership, organizational, or entrepreneurial level of the commercial HVAC-R industry.

1. EAC Equivalent Score of 60 or higher via COMPASS, ACCUPLACER, ASSET, ACT Reading Assessment, SAT Verbal Score, Nelson Denny, TABE, or ABLE tests\*
  2. Completion of ENG 091, Reading Improvement II, with a grade of "C" or better
- \*Your EAC equivalent reading assessment test score is available on Gila Hank Online or from your advisor. If you took the ASSET test or submitted an ACT, SAT, Nelson Denny, TABE, or ABLE score, a derived EAC equivalent score has been placed in your record and is available on Gila Hank Online or from your advisor.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
  - Remove any indebtedness to the College.

## HVAC-R

### Certificate of Proficiency

**30643**

**Advisor:** Doug Griffin, George Rocha

This program is designed to prepare students to work in a heating or refrigeration business. The HVAC-R program includes basic instruction in heating, ventilation, air conditioning and refrigeration systems and their maintenance to help students develop a career in the HVAC-R field.

#### Curriculum Requirements

HVA 101	Principles of HVAC-R	3 credits
HVA 103	HVAC-R Controls	3 credits
HVA 105	Heating System Basics	3 credits
HVA 109	Troubleshooting HVAC-R Systems	3 credits
HVA 110	Electricity for HVAC-R	3 credits
HVA 115	EPA Certification	1 credit

#### Total Minimum Certificate Requirements

**16 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 10 certificate credits at Eastern Arizona College.

## ADVANCED HVAC-R TECHNOLOGY

### Certificate of Proficiency

**30647**

**Advisor:** George Rocha

This program is designed to prepare students to work in the commercial refrigeration field. The advanced HVAC-R certificate includes advanced instruction in commercial air conditioning, heat exchange, flow devices, and troubleshooting in commercial refrigeration and air conditioning.

#### Curriculum Requirements

HVA 201	Advanced HVAC-R Commercial Air Conditioning	3 credits
HVA 203	Refrigeration and Heat Exchange Components	3 credits
HVA 205	Refrigeration Flow and Flow Devices	3 credits
HVA 207	Commercial Refrigeration Applications	3 credits
HVA 209	Commercial Ice Makers	3 credits
HVA 211	Commercial Refrigeration Troubleshooting	3 credits

#### Total Minimum Certificate Requirements

**18 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 9 certificate credits at Eastern Arizona College

## INDUSTRIAL PLANT TECHNICIAN

### Certificate of Proficiency

**30629**

**Advisors:** Doug Griffin

The Industrial Plant Technician Certificate program provides the student an opportunity to develop entry-level skills in the field of industrial plant technology. Students will receive a background in the maintenance and repair of mechanical systems typically found in industrial settings, significant hands-on experience with those systems, and instruction and practice in technical problem solving.

#### Curriculum Requirements

IPT 110	Industrial Shop Practices	3 credits
IPT 120	Industrial Pump Maintenance and Repair	3 credits
IPT 130	Industrial Valve Maintenance and Repair	3 credits
IPT 140	Bulk Materials Handling	3 credits
IPT 150	Industrial Plant Hydraulics	2 credits
IPT 160	Machinery Maintenance and Troubleshooting	3 credits
WLD 101	Welding	3 credits
WLD 201	Repair Welding and Fabrication	3 credits

#### Total Minimum Certificate Requirements

**23 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 16 certificate credits at Eastern Arizona College.

## BASIC INDUSTRIAL ROBOTIC TECHNOLOGY

### Certificate of Proficiency

**30648**

**Advisor:** George Rocha, Andrew Papa

This program will provide the students with an introduction to robot operations and programming, material handling and its components, preventative maintenance, and troubleshooting.

#### Curriculum Requirements

ROB 101	Introduction to Robotics	3 credits
ROB 103	Classification & Components of Basic Robots	3 credits
ROB 105	End of Arm Application & Peripheral Systems	4 credits
ROB 107	Robot Operations & Programming	3 credits
ROB 109	Troubleshooting and Repairing Robots	3 credits

#### Total Minimum Certificate Requirements

**16 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 8 certificate credits at Eastern Arizona College.

## IT SUPPORT PROFESSIONAL

### Certificate of Proficiency

**30131**

**Advisor:** Lydia Mata, James McBride, Scott Russell

This certificate program provides the needed information to start an entry level job in the IT industry. Successful completion of the certificate gives students the opportunity to obtain

several industry certificates/certifications with career and educational counseling.

#### Curriculum Requirements

CIS 170	Working in Technology <u>OR</u>	
CMP 100	Working in Technology	3 credits
CMP 113	Operating Systems I	3 credits
CIS 180	IT Fundamentals <u>OR</u>	
CMP 118	IT Fundamentals <u>OR</u>	
CMP 107	Basic Principles of IT <u>AND</u>	
CMP 109	Intermediate Principles of IT	3 to 4 credits
CMP 155	Google IT Professional I	3 credits
CMP 156	Google IT Professional II	3 credits
CMP 250	Networking Systems I	3 credits

#### Total Minimum Certificate Requirements

**18 to 19 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 10 certificate credits at Eastern Arizona College.

## LANGUAGES

#### Associate of Arts Degree

#### AA-GR 60205

**Advisors:** Tonka Curtis, Bryan McBride

Language study at EAC prepares you for careers in business, education, international relations, translation, social work, transportation, journalism and many other areas. Many Language majors go on to professional schools (law, medicine, dentistry and business). Language students gain an appreciation of other cultures, which enhances their understanding of their own culture. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

#### Curriculum Requirements

FRE 101	Elementary French I (GIH) (DI) <u>OR</u>	
SPA 101	Elementary Spanish I (GIH) (DI)	4 credits
FRE 102	Elementary French II (GIH) (DI) <u>OR</u>	
SPA 102	Elementary Spanish II (GIH) (DI)	4 credits
FRE 201	Intermediate French I (GIH) (DI) <u>OR</u>	
SPA 201	Intermediate Spanish I (GIH) (DI)	4 credits
FRE 202	Intermediate French II (GIH) (DI) <u>OR</u>	
SPA 202	Intermediate Spanish II (GIH) (DI)	4 credits

Courses in one other language at the 100 level or above.

Note: Students who have had previous language experience may qualify to enter a higher-level language course placement by passing a departmental assessment. In such cases, credits for the lower-level courses must be replaced by elective credits so the total credits earned is 60.

#### Total Curriculum Requirements

**16 to 24 credits**

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

#### Composition

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

#### Mathematics

Select from list on pages 55-56.

3 to 5 credits

#### Lab Science

Select from list on page 55.

#### Humanities

ART 133	World Art I (GIH) (DI)	3 credits
ART 134	World Art II (GIH) (DI)	
MUS 101	World of Music (GIH) (DI)	
THC 105	Introduction to Theatre (GIH) (DI)	
Select from list on page 55.		3 credits

#### Social Sciences

COM 260	Elements of Intercultural Communication (IW) (DI)	3 credits
Select from list on page 56.		3 credits

#### Options

Curriculum requirements meet the options requirement for General Education.	4 to 6 credits
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#### Total General Education Requirements **35 credits**

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

#### Elective Requirements

To obtain this degree you must select a sufficient number of elective courses numbered 100 or above. Approved courses are listed in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report.

#### Total Elective Requirements **5 to 15 credits**

#### Total Minimum Degree Requirements **60 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## LAW ENFORCEMENT TRAINING ACADEMY

#### Certificate of Proficiency

#### 30816 (Available in Gila County only)

**Advisor:** Andrea Renon

This certificate is designed to prepare the student for entry-level employment with an Arizona law enforcement agency as a certified Peace Officer. All academy training is mandated by the state and certified by the Arizona Peace Officer Standards and Training Board (AZ POST). Students will complete a minimum of 663 hours of training per AZ POST.

This program is offered only to individuals who have met the minimum qualifications as specified by AZ POST. To attend the academy, an individual must either be appointed by a law enforcement agency or apply through the application process. For information regarding the Law Enforcement Training Academy, contact the Globe Campus. A background check will be required.

Upon successful completion of this certificate, you will have fulfilled the following courses towards an Administration of Justice degree:

AJS 103	Criminal Investigation	
AJS 155	Firearms	
AJS 202	Substantive Criminal Law	
AJS 220	Procedural Criminal Law	
AJS 266	The Police Function	
EMT 121	Cardiopulmonary Resuscitation	
HPE 104	Physical Conditioning and Assessment I	
HPE 105	Physical Conditioning and Assessment II	

#### Curriculum Requirements

AJS 117	Law Enforcement Training Academy I	15 credits
AJS 217	Law Enforcement Training Academy II	15 credits

**Total Minimum Certificate Requirements** **30 credits**

In order to obtain this certificate you must:

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

**LAW ENFORCEMENT****Certificate of Proficiency****30813 (Available On Campus and Online)**

**Advisor:** Kris Matthews

This certificate is designed to prepare you for entry-level employment with a criminal justice agency. It also allows persons already employed in law enforcement or a related Criminal Justice field to upgrade their skills and knowledge.

**Curriculum Requirements**

AJS 101	Introduction to Criminal Justice	3 credits
AJS 103	Criminal Investigation	3 credits
AJS 202	Substantive Criminal Law	3 credits
AJS 254	Crime Control	3 credits
AJS 266	The Police Function	3 credits
Choose at least 3 additional credits from the following to obtain the 18 credits of Curriculum Requirements:		
CMP 101	Introduction to Computers OR	
CMP 103	Introduction to Computer Based Systems	3 credits
BUA 259	Business Communications OR	
ENG 100	Writing Fundamentals OR	
ENG 101	Written Communications I	3 credits

**Total Minimum Certificate Requirements**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 9 certificate credits at Eastern Arizona College.

**30 credits****Mathematics**

Select from list on pages 55-56.

3 credits

**Lab Science**

Select from list on page 55.

8 credits

**Humanities**

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.

6 to 9 credits

**Social Sciences**

Select from Social Sciences list on page 56. Choose courses from more than one department.

6 to 9 credits

**Options**

Select courses from the Options category on page 56 to complete the 35 General Education credits required.

0 to 6 credits

**Total General Education Requirements**

**35 credits**

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

**Elective and Foreign Language Requirements**

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

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

Depending on which option you choose, select a sufficient number of elective credits to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Total Elective and Foreign Language Requirements** **29 credits****18 credits****Total Minimum Degree Requirements**

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

**LIBERAL STUDIES****Associate of Arts Degree****AA-GR 60000**

**Advisors:** Kyleigh Becker, Gina Roebuck

A Liberal Studies Associate of Arts degree is appropriate if you plan to continue your education at a college or university and major in Liberal Arts. If you have not yet decided on a major but know you want to transfer to a four-year college or a university, this degree will fulfill the General Education requirement for many different programs of study. Liberal Studies Faculty Advisors are available to assist you in the selection of courses. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

**General Education Requirements**

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

**Composition**

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

**LICENSED PRACTICAL NURSE****Certificate of Proficiency****30710**

**Advisor:** Carolyn McCormies

This program prepares you to function as a practical nurse caring for acutely ill patients under the supervision of a registered nurse. Licensed Practical Nurse (LPN) gives basic nursing care and assists other members of the health care team. On successful completion of the program, you will be eligible to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN). Entry into the nursing program requires prior admission. For admission procedures to the nursing program, contact the Nursing Department, (928) 428-8396.

**Application Requirements**

The following are required to be completed prior to applying for the Nursing Program:

- Submit a copy of a valid Department of Public Safety fingerprint clearance card (allow 4 – 6 weeks)

- Reading competency at the twelfth grade level or above on an EAC approved reading test or completion of ENG 113 with a grade of "C" or higher
- Standardized Nursing Entrance Exam with minimum score at or above the national average for all components and for the composite score.

### Admission Requirements

The following prerequisite courses are required to be completed with a minimum grade of "C" prior to starting the Nursing Program:

CHM 130	Fundamental Chemistry or higher (CHM 138 preferred)	4 credits
PSY 101	Introduction to Psychology	3 credits
BIO 201	Human Anatomy and Physiology I	4 credits
BIO 202	Human Anatomy and Physiology II	4 credits

The following are required prior to starting the nursing program:

- Placement test score as established by District policy that places the student into MAT 154 or completion of MAT 100 or higher with a grade of "C" or higher
- Meet the minimum math requirements for medical dosage calculations by demonstrating competency through testing or course completion of HCE 116 at the specified level set forth by the Nursing program.
- Current Arizona Nursing Assistant Certification number
- Submit the completed Immunization Record and Nursing Physical Form
- Current AHA CPR card - health care provider level (MUST be American Heart Association)

NOTE: (Pursuant to A.R.S. § 32-1606 (B) (17), an applicant for professional or practical nurse license by examination is not eligible for licensure if the applicant has any felony convictions and has not received an absolute discharge from the sentences for all felony convictions. The absolute discharge must be received five or more years before submitting an application for licensure. If the applicant cannot prove that the absolute discharge date is five or more years before the date of filing the application, the Board of Nursing cannot process the application.)

### Curriculum Requirements

HCE 241	Nutrition	3 credits
NUR 120*	Nursing One	9 credits
NUR 130*	Nursing Two	9 credits
NUR 240*	Nursing Three	9 credits
NUR 219*	Pharmacology for Nursing	3 credits

### Total Curriculum Requirements

\*All nursing courses must be passed with a grade of "B" or better.

**33 credits**

### General Education Requirements

#### Composition

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

#### Lab Science

BIO 201	Human Anatomy and Physiology I	4 credits
BIO 202	Human Anatomy and Physiology II	4 credits

### Total General Education Requirements

**14 credits**

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

### Total Minimum Certificate Requirements

**47 credits**

In order to obtain this certificate you must:

- Complete each required course with a grade of "C" or better unless otherwise noted.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 15 certificate credits at Eastern Arizona College.

## MANAGEMENT INFORMATION SYSTEMS

### Associate of Business Degree

#### ABus-SR 70102

**Advisors:** Michael Fox, Dana Barnett

This degree prepares you to transfer to a college or university and pursue a bachelor's degree in Management Information Systems. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

Upon completion of a four-year program at a college or university, you will be prepared for employment as a:

- Computer specialist in marketing, finance and accounting
- Systems analyst and designer
- Information system consultant and computer auditor
- Applications designer and programmer
- Networking system designer and manager

### Curriculum Requirements

BUA 220	Business Statistics	3 credits
BUA 233	Uses of Accounting Information I	3 credits
BUA 243	Uses of Accounting Information II	3 credits
BUA 245	Legal Environment of Business	3 credits
BUA 259	Business Communications	3 credits
BUA 289	Business Capstone	3 credits
CMP 201	Systems and Procedures	3 credits

### Total Curriculum Requirements

**21 credits**

### General Education Requirements

AGEC-B. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

#### Computers

CMP 103	Introduction to Computer Based Systems	3 credits
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#### Composition

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

#### Mathematics

MAT 210	Elements of Calculus or higher	4 to 5 credits
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#### Lab Science

Select two Lab Science courses from list on page 55. **8 credits**

#### Humanities

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts. **6 credits**

#### Social Sciences

BUA 221	Principles of Macroeconomics (GIH) (DI)	3 credits
BUA 223	Principles of Microeconomics (DI)	3 credits

Another Social Sciences course from list on page 56.

See note below for ASU specific Social Science transfer courses

### Total General Education Requirements

**36 to 37 credits**

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

#### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

<b>Total Elective Requirements</b>	<b>6 to 7 credits</b>	
<b>Total Minimum Degree Requirements</b>	<b>64 credits</b>	
In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:		
<ul style="list-style-type: none"> <li>• Complete at least 16 degree credits at Eastern Arizona College.</li> <li>• Attain a cumulative grade point average of 2.00 or higher.</li> <li>• File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.</li> <li>• Remove any indebtedness to the College.</li> </ul>		
NOTE: ASU's W.P. Carey School of Business Bachelor of Business Administration degree requires both PSY 101, Introduction to Psychology and SOC 101, Introduction to Sociology. Students transferring to ASU should consider taking both of these Social Science courses in addition to BUA 221, Principles of Macroeconomics and BUA 223, Principles of Microeconomics.		

## MATHEMATICS

### Associate of Science Degree

#### AS-SR 81101

**Advisors:** Lucas Johnson, Ray Orr, Cliff Thompson

This degree will meet the General Education requirements and most of the mathematics requirements for the first two years of a four-year degree in Mathematics. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

#### Curriculum Requirements

MAT 230	Calculus II	4 credits
MAT 240	Calculus III	4 credits

#### Total Curriculum Requirements

**8 credits**

#### Curriculum Related Requirements

Select 9 additional credits from the following:

MAT 160	Introduction to Statistics	3 credits
MAT 171	Finite Mathematics	4 credits
MAT 181	Precalculus Trigonometry	3 credits
MAT 225	Elementary Linear Algebra	3 credits
PHY 211	Physics with Calculus I	5 credits
PHY 212	Physics with Calculus II	5 credits

#### Total Curriculum Related Requirements

**9 credits**

#### General Education Requirements

AGEC-S. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

#### Composition

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

#### Mathematics

MAT 220	Calculus I	5 credits
MAT 260	Differential Equations	4 credits

#### Lab Science

From the list below, choose two courses with the same prefix totaling 8-10 credits:

BIO 181	General Biology I (Majors) AND	4 credits
BIO 182	General Biology II (Majors) OR	4 credits
CHM 151	General Chemistry I AND	4 credits
CHM 152	General Chemistry II OR	4 credits
PHY 211	Physics with Calculus I AND	5 credits
PHY 212	Physics with Calculus II	5 credits

#### Humanities

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.

6 credits

#### Social Sciences

Select from Social Sciences list on page 56. Choose courses from more than one department.

6 credits

#### Options

Select courses from the list on page 56 to achieve a total of at least 39 credits in General Education courses. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

2 to 4 credits

#### Total General Education Requirements

**39 credits**

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

#### Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**8 credits**

#### Total Minimum Degree Requirements

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## MEDIA COMMUNICATIONS

### Associate of Applied Science Degree

#### 20614

**Advisor:** Glen Cashetta

This program prepares students for entry-level employment in the media communications industry. Students will have the opportunity to develop skills in scripting, audio, lighting, cinematography, and editing. By completion of the program, students will have developed and produced various video projects.

#### Curriculum Requirements

MDC 100	Introduction to Film Studies	3 credits
MDC 115	Cinematic Storytelling	3 credits
MDC 150	Video Production	3 credits
MDC 180	Video Editing I	3 credits
MDC 200	Film History	3 credits
MDC 212	Writing the Screenplay	3 credits
MDC 220	Principles of Filmmaking	3 credits
MDC 250	Documentary Video Production	3 credits
MDC 254	Cinema Style Video Production	3 credits
MDC 280	Video Editing II	3 credits
MDC 290	Media Communications Capstone Project	1 credit

#### Total Curriculum Requirements

**31 credits**

#### Curriculum Related Requirements

Select 9 additional credits from the following:

ART 181	Graphic Design I	3 credits
ART 187	Beginning Photoshop	3 credits
CSL 115	Community Outreach Through Service Learning	1 to 2 credits
MDC 168	Audio for Studio and Sound Reinforcement	3 credits

MDC 252	Sports Video Production I	1 credit
MDC 253	Sports Video Production II	1 credit
THC 110	Acting I	3 credits
THC 231	Stagecraft	3 credits
THC 236	Introduction to Scene Design	3 credits

**Total Curriculum Related Requirements** **9 credits****General Education Requirements****Composition**

ENG 101	Written Communications I or higher	3 credits
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**Social Sciences**

MDC 102	Introduction to Media Communications	3 credits
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Select a sufficient number of credits from the list of General Education courses on pages 57-58 to obtain the 18 credits required. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education where the maximum is two credits.

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

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

**Elective Requirements**

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Total Elective Requirements** **6 credits****Total Minimum Degree Requirements** **64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 11 certificate credits at Eastern Arizona College.

## MEDIA COMMUNICATIONS

**Associate of Arts Degree****AA-SR 60405**

**Advisor:** Glen Cashetta

This program prepares students for entry-level employment in the media communications industry and allows for transfer into a 4-year film program. Students will have the opportunity to develop skills in film production, audio, lighting, cinematography, and editing. Students will also complete courses that will provide them with the basics of film as an artform with classes encompassing film history, theory and aesthetics. By completion of the program, students will have developed and produced various video projects.

**Curriculum Requirements**

MDC 150	Video Production	3 credits
MDC 180	Video Editing I	3 credits
MDC 212	Writing the Screenplay	3 credits
MDC 220	Principles of Filmmaking	3 credits
MDC 250	Documentary Video Production	3 credits
MDC 252	Sports Production I	1 credit
MDC 253	Sports Production II	1 credit
MDC 254	Cinema Style Video Production	3 credits
MDC 280	Video Editing II	3 credits
MDC 290	Capstone	1 credit

**Total Curriculum Requirements****24 credits****General Education Requirements**

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

**Composition**

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

**Mathematics**

Select from list on pages 55-56.	3-5 credits
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**Lab Science**

Select two lab science courses from the list on page 55.	8 credits
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**Humanities**

MDC 100	Introduction to Film Studies	3 credits
MDC 115	Cinematic Storytelling	3 credits
MDC 200	Film History	3 credits

**Social Sciences**

MDC 102	Introduction to Media Communications	3 credits
Select one additional Social Science courses from the list on page 56.	3 credits	

**Options**

Select courses from the Options category on page 56 to complete the 35 General Education credits required.	1-3 credits
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**Total General Education Requirements****35 credits**

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

**Elective Requirements**

To earn this degree, you must select a sufficient number of elective credits numbered 100

## MEDIA COMMUNICATIONS

**Certificate of Proficiency****30401**

**Advisor:** Glen Cashetta

This program prepares a student to work in various audio/video development, production, promotion, and distribution occupations.

**Curriculum Requirements**

MDC 150	Video Production	3 credits
MDC 180	Video Editing I	3 credits
MDC 220	Principles of Filmmaking	3 credits
MDC 250	Documentary Video Production	3 credits
MDC 252	Sports Production I	1 credit
MDC 253	Sports Production II	1 credit
MDC 254	Cinema Style Video Production	3 credits
MDC 280	Video Editing II	3 credits
MDC 290	Media Communications Capstone Project	1 credit

**Total Minimum Certificate Requirements**

In order to obtain this certificate you must:

or above to obtain the 60 credit hours required. Choose the elective below or any of the electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at CEG (asu.edu). If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

THC 236 Introduction to Scene Design 3 credits

**Total Elective Requirements** **1 credit**

**Total Minimum Degree Requirements** **60 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

- Complete at least 15 certificate credits at Eastern Arizona College.

## MEDICAL ASSISTANT

### Certificate of Proficiency

**30704**

**Advisor:** Diane Knapp, Megan Martinez

Upon completion of this certificate program, students are eligible to sit for the American Medical Technologists (AMT) Certification Examination to be certified as a Registered Medical Assistant (RMA). This program prepares you for an entry-level position as a medical assistant. Emphasis is on preparation to perform both clerical duties and clinical duties in a medical office.

Courses in the program may require vaccinations or other medical tests. Students must obtain a two-step TB skin test (first step with TB results; second step, obtain another TB skin test with results one to three weeks later). See course descriptions for additional information. Students will be required to complete a minimum of 160 clinical hours in a health clinic.

#### Curriculum Requirements

HCE 100	Basic Health Care Concepts and Skills <u>OR</u>	
NUR 100	Nursing Assistant	4 or 6 credits
HCE 101	Basic Life Support <u>OR</u>	
EMT 122	First Aid and CPR	2 credits
HCE 112	Medical Terminology	2 credits
HCE 114	Math for Medications <u>OR</u>	
HCE 116	Medical Dosage Calculations	2 credits
HCE 130	Medical Assisting: Administrative Competencies	4 credits
HCE 160	Medical Assisting: Clinical Competencies	6 credits
HCE 170	Medical Assisting:Externship	4 credits
HCE 171	Introduction to Pharmacology	3 credits
HCE 186	Phlebotomy and Clinical Laboratory	2 credits
HCE 190	Human Body in Health and Disease	4 credits

**Total Curriculum Requirements** **33 to 35 credits**

#### Curriculum Related Requirements

Select 3 to 5 credits from the following courses:

BUS 251	Human Relations	3 credits
CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits
HCE 156	Science for Allied Health	4 credits
HCE 180	Patient Care Technician	4 credits
HCE 188	Electrocardiogram	2 credits
HCE 189	Phlebotomy Certification Review	2 credits
PSY 101	Introduction to Psychology	3 credits

**Total Minimum Certificate Requirements** **38 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.

## MEDICAL BILLING AND CODING SPECIALIST

### Certificate of Proficiency

**31302**

**Advisor:** Carolyn McCormies

This certificate prepares individuals for diagnostic and procedural coding and billing positions in settings such as clinics, physician offices, hospitals, managed care organizations, private billing, or insurance companies. This certificate is a continuation of stackable credentials, the first being the Medical Records Specialists Certificate, that a student may also complete, to assist and prepare the student to transfer to a college or university and pursue a baccalaureate degree. The program includes theoretical and laboratory instruction as well as professional practice affiliation. This certification will also prepare students to begin careers as professional coders and/or billers and prepare students for AHIMA (American Health Information Management Association) certification. AHIMA will allow students the opportunity to prepare to take specific coding and/or billing certifications.

#### Curriculum Requirements

BIO 160	Introduction to Human Anatomy and Physiology <u>OR</u>	
BIO 201	Human Anatomy and Physiology I <u>AND</u>	
BIO 202	Human Anatomy and Physiology II	4 to 8 credits
HCE 102	Introduction to Health Information Management	3 credits
HCE 103	Computers in Healthcare	2 credits
HCE 112	Medical Terminology	2 credits
HCE 171	Introduction to Pharmacology <u>OR</u>	
NUR 219	Pharmacology for Nursing	3 credits
HCE 181	Medical Claims Processing	3 credits
HCE 190	Human Body in Health and Disease <u>OR</u>	
HCE 240	Human Pathophysiology	4 credits
HCE 210	Introduction to International Classification of Diseases (ICD-10)	3 credits
HCE 212	Current Procedural Terminology (CPT) I	4 credits
HCE 214	Current Procedural Terminology (CPT) II	4 credits
HCE 216	Professional Practice in Coding and Billing	3 credits

**Total Minimum Certificate Requirements** **35 to 39 credits**

In order to obtain this certificate you must:

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

## MEDICAL RECORDS SPECIALIST

### Certificate of Proficiency

**31304**

**Advisor:** Carolyn McCormies

This Certificate of Proficiency is a stackable credential, being the first part of the Medical Billing and Coding program which will assist and prepare the student to transfer to a college or university and pursue a baccalaureate degree. Completing these courses increases marketability for a position in a clinic or acute care setting.

It is highly recommended that you meet with an advisor listed above to assist you in planning your degree pathway.

#### Curriculum Requirements

HCE 102	Introduction to Health Information Management	3 credits
HCE 103	Computers in Healthcare	2 credits

HCE 112	Medical Terminology	2 credits
HCE 181	Medical Claims Processing	3 credits
HCE 171	Introduction to Pharmacology <u>OR</u>	
NUR 219	Pharmacology for Nursing	3 credits

**Total Curriculum Requirements****General Education Requirements**

BIO 160	Introduction to Human Anatomy and Physiology <u>OR</u>	4 credits
BIO 201	Human Anatomy and Physiology I <u>AND</u>	4 credits
BIO 202	Human Anatomy and Physiology II	4 credits

**Total General Education Requirements****Total Minimum Certificate Requirements**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- Attain a cumulative grade point average of 2.00 or higher.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 9 certificate credits at Eastern Arizona College.

	<b>13 credits</b>
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**4 to 8 credits****17 to 21 credits**

MUS 182	Private Instruments III <u>AND</u>	1 credit
MUS 281	Private Instruments IV <u>AND</u>	1 credit
MUS 282	Private Instruments V <u>OR</u>	1 credit
MUS 183	Private Strings II <u>AND</u>	1 credit
MUS 184	Private Strings III <u>AND</u>	1 credit
MUS 283	Private Strings IV <u>AND</u>	1 credit
MUS 284	Private Strings V	1 credit

**Total Applied Music Requirements****4 credits****Ensemble Participation Requirement**

Music majors must enroll in a minimum of one ensemble per semester, typically the major large performing group in your area of emphasis (instrumental, voice, strings, or keyboard).

MUS 111	Marching Band I	2 credits
MUS 211	Marching Band II	2 credits
MUS 125	Jazz Ensemble I	1 credit
MUS 126	Jazz Ensemble II	1 credit
MUS 225	Jazz Ensemble III	1 credit
MUS 226	Jazz Ensemble IV	1 credit
MUS 127	Tenor-Bass Choir I	1 credit
MUS 128	Tenor-Bass Choir II	1 credit
MUS 227	Tenor-Bass Choir III	1 credit
MUS 228	Tenor-Bass Choir IV	1 credit
MUS 129	Soprano-Alto Choir I	1 credit
MUS 130	Soprano-Alto Choir II	1 credit
MUS 229	Soprano-Alto Choir III	1 credit
MUS 230	Soprano-Alto Choir IV	1 credit
MUS 136	A Cappella Choir I	2 credits
MUS 137	A Cappella Choir II	2 credits
MUS 236	A Cappella Choir III	2 credits
MUS 237	A Cappella Choir IV	2 credits
MUS 142	Wind Ensemble I	2 credits
MUS 143	Wind Ensemble II	2 credits
MUS 242	Wind Ensemble III	2 credits
MUS 243	Wind Ensemble IV	2 credits
MUS 151	Symphony Orchestra I	1 credit
MUS 152	Symphony Orchestra II	1 credit
MUS 251	Symphony Orchestra III	1 credit
MUS 252	Symphony Orchestra IV	1 credit
MUS 157	Chamber Orchestra I	1 credit
MUS 158	Chamber Orchestra II	1 credit
MUS 257	Chamber Orchestra III	1 credit
MUS 258	Chamber Orchestra IV	1 credit

**Total Ensemble Participation Requirements****4 to 8 credits****Music Education Requirements**

Choose from the list below for a total of 2 credits:

**Instrumental Emphasis**

MUS 117	Class Instruction in Brass I	1 credit
MUS 118	Class Instruction in Brass II	1 credit
MUS 119	Class Instruction in Woodwinds I	1 credit
MUS 120	Class Instruction in Woodwinds II	1 credit

**String Emphasis**

MUS 123	Class Instruction in Strings I	1 credit
MUS 124	Class Instruction in Strings II	1 credit

**Vocal Emphasis**

MUS 204	Elements of Conducting
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**2 credits****Total Music Education Requirements****2 credits****Piano Proficiency Requirement**

A piano proficiency will be expected when music majors transfer to a university. All music majors must successfully complete MUS 256 to demonstrate their piano proficiency. Please

# MUSIC

**Associate of Arts Degree****AA-SR 60403**

**Advisors:** Instrumental: Franklin Alvarez, Geoff DeSpain  
Piano: Chase Moore  
Vocal: Gideon Burrows, Chase Moore

The degree meets the requirements for a bachelor's degree from a music department at a university, provided you take four semesters of applied music instruction and make satisfactory progress in either voice or a major instrument. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

To successfully pursue a college career in music education, you must be able to play at least one instrument well; have some experience and/or training in voice; and possess knowledge of music theory. You must also possess or obtain adequate piano skills.

**Curriculum Requirements****Music Theory Requirements**

MUS 105	Music Theory I	3 credits
MUS 106	Music Theory II	3 credits
MUS 107	Aural Perception I	1 credit
MUS 108	Aural Perception II	1 credit
MUS 205	Music Theory III	3 credits
MUS 206	Music Theory IV	3 credits
MUS 212	Aural Perception III	1 credit
MUS 213	Aural Perception IV	1 credit

**16 credits****Total Music Theory Requirements****Applied Music Requirements**

Upon transfer to a university, all students must perform a placement audition in their area of emphasis. This will determine the level of applied instruction at the university level.

MUS 161	Private Voice II <u>AND</u>	1 credit
MUS 162	Private Voice III <u>AND</u>	1 credit
MUS 261	Private Voice IV <u>OR</u>	1 credit
MUS 262	Private Voice V <u>OR</u>	1 credit
MUS 171	Private Piano II <u>AND</u>	1 credit
MUS 172	Private Piano III <u>AND</u>	1 credit
MUS 271	Private Piano IV <u>AND</u>	1 credit
MUS 272	Private Piano V <u>OR</u>	1 credit
MUS 181	Private Instruments II <u>AND</u>	1 credit

note MUS 155, 156, and/or 255 may be needed to prepare for MUS 256.

MUS 256 Class Piano IV for Music Majors 1 credit

## Total Curriculum Requirements 27 to 31 credits

### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

#### Composition

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

#### Mathematics

Select from list on pages 55-56	3 to 5 credits
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#### Lab Science

Select from list on page 55.	8 to 10 credits
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#### Humanities

MUS 101 World of Music (GIH) (DI)	3 credits
Select an ART, COM, ENG, or THC course from the Humanities list on page 55.	3 credits

#### Social Sciences

Choose from Social Sciences list on page 56. Choose courses from more than one department. Music Education majors should take EDU 200, Introduction to Education, as 3 of the 6 required Social Sciences credits.	6 credits
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#### Options

Select courses from the list on page 56 to achieve a total of at least 35 credits in General Education courses. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.	2 to 6 credits
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## Total General Education Requirements

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

### Elective Requirements

To obtain this degree you may need up to two credit hours of approved elective courses numbered 100 or above. Approved elective courses are listed below.

DAN 132 Beginning Ballet I	1 credit
DAN 133 Beginning Ballet II	1 credit
DAN 232 Intermediate Ballet I	1 credit
DAN 233 Intermediate Ballet II	1 credit
DAN 150 Beginning Theatre Dance I	1 credit
DAN 151 Beginning Theatre Dance II	1 credit
DAN 250 Intermediate Theatre Dance I	1 credit
DAN 251 Intermediate Theatre Dance II	1 credit
MUS 155 Class Piano I for Music Majors	1 credit
MUS 156 Class Piano II for Music Majors	1 credit
MUS 255 Class Piano III for Music Majors	1 credit
MUS 203 Music Notation/Finale	2 credits
THC 205 Musical Theatre I	3 credits

## Total Elective Requirements 0 to 2 credits

## Total Minimum Degree Requirements 64 credits

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

# NURSING

## Associate of Applied Science Degree

### RN and BSN Track Option

#### 20702

Advisors: Gayrene Claridge, Carolyn McCormies

This program is designed to prepare you for beginning employment as a staff nurse giving direct care to patients. The program has received approval by the Arizona Board of Nursing and is accredited by the Accreditation Commission for Education in Nursing (ACEN). On successful completion of the program, you will be awarded the Associate of Applied Science in Nursing degree and will be eligible to make application to write the National Council Licensure Examination for Registered Nurses (NCLEX-RN). The program permits students to enter or exit from the program based on their specific needs, space availability, and time limitations. Entry into the Nursing Program requires prior admission. For admission procedures to the Nursing Program, contact the Nursing Department, (928) 428-8396.

### Application Requirements

The following are required to be completed prior to applying for the Nursing Program:

- Submit a copy of a valid Department of Public Safety fingerprint clearance card (allow 4 – 6 weeks).
- Reading competency at the twelfth grade level or above on an EAC approved reading test or completion of ENG 113 with a grade of "C" or higher.
- TEAS Assessment Nursing Entrance Exam with a minimum composite score showing proficient or above average for the composite score.

### Admission Requirements

The following prerequisite courses are required to be completed with a minimum grade of "C" prior to starting the Nursing Program:

CHM 130 Fundamental Chemistry or higher (CHM 138 preferred)	4 credits
PSY 101 Introduction to Psychology	3 credits
BIO 201 Human Anatomy and Physiology I	4 credits

The following are required prior to starting the Nursing Program:

- Placement test score as established by District policy that places the student into MAT 154 or completion of MAT 100 or higher with a grade of "C" or higher
- Meet the minimum math requirements for medical dosage calculations by demonstrating competency through testing or course completion of HCE 116 at the specified level set forth by the Nursing Program.
- Current Arizona Licensed Nursing Assistant number. This can be obtained by taking NUR 100 and passing the written and skills testing.
- Submit the completed Immunization Record and Nursing Physical Form
- Current AHA CPR card - health care provider level (MUST be American Heart Association)

NOTE: (Pursuant to A.R.S. § 32-1606 (B) (17), an applicant for professional or practical nurse license by examination is not eligible for licensure if the applicant has any felony convictions and has not received an absolute discharge from the sentences for all felony convictions. The absolute discharge must be received five or more years before submitting an application for licensure. If the applicant cannot prove that the absolute discharge date is five or more years before the date of filing the application, the Board of Nursing cannot process the application.)

### Curriculum Requirements

CHM 130 Fundamental Chemistry or higher (CHM 138 preferred)	4 credits
HCE 240 Human Pathophysiology	4 credits
HCE 241 Nutrition	3 credits
NUR 120 Nursing One	9 credits
NUR 130 Nursing Two	9 credits
NUR 219 Pharmacology for Nursing	3 credits
NUR 240 Nursing Three	9 credits
NUR 250 Nursing Four	10 credits
PSY 101 Introduction to Psychology	3 credits

## Total Curriculum Requirements 54 credits\*

\*All nursing courses must be passed with a grade of "B" or better and all prerequisites and corequisites must be passed with a grade of "C" or better for students to remain in and complete the program.

### General Education Requirements

#### Composition

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

**Mathematics**

No additional math required for the Associate RN Track.

Suggested math sequence for BSN Track ONLY:

MAT 140	College Mathematics <u>OR</u>	3 to 4 credits
MAT 154	Precalculus Algebra	3 credits
MAT 160	Introduction to Statistics	3 credits

**Lab Science**

BIO 201	Human Anatomy and Physiology I	4 credits
BIO 202	Human Anatomy and Physiology II	4 credits
BIO 205	Microbiology	4 credits

**Total General Education Requirements****18 to 25 credits**

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

For BSN Students: You should obtain a catalog from the institution you will transfer to or attend as a concurrent student and select courses required by the nursing curriculum at that institution.

**Total Minimum Degree Requirements  
including prerequisites****72 to 79 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 8 certificate credits at Eastern Arizona College.

**ORGANIZATIONAL LEADERSHIP****Associate of Arts Degree****60102**

**Advisors:** Michael Fox, Scott Russell

This Associate of Arts Degree along with an AGEC-A (64 credits total) prepares you to transfer to a college or university and pursue a bachelor's degree in Organizational Leadership. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

This degree also satisfies the needs of students - majors and non-majors - who are interested in organizational leadership primarily as a part of a broad liberal education. In addition, the courses provide a background in leadership principles and techniques to enhance work in such professional fields as education, business, law, and health-related fields.

Students often major in organizational leadership to prepare for careers in related fields such as business, law, social work, healthcare, and political science.

Note for consideration:

- The Arizona State University Organizational Leadership program offered at Eastern Arizona College will accept 75 transfer credits toward the 120 credits required for completion.

**Curriculum Requirements**

BUA 151	Scheduling and Cost Estimating	3 credits
BUA 200	Introduction to Organizational Leadership	3 credits
BUA 210	Society and Business	3 credits
BUA 259	Business Communications	3 credits

**Total Curriculum Requirements** **12 credits****Curriculum Related Requirements**

Any EAC courses from the BUA, BUS, or SBM Departments. The courses selected must be listed in the Course Equivalency Guide as an elective or better to all three major Arizona universities. You may obtain a copy of the Arizona Course Equivalency Guide on the Internet at [www.aztransfer.com](http://www.aztransfer.com).

**Total Curriculum Related Requirements** **12 credits****General Education Requirements**

AGEC-A (available on Campus and Online): This General Education Program is better suited for majors in the Liberal Arts.

To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness course (GIH), and Diversity and Inclusion course (DI). Note that a single course may fulfill more than one of the requirements.

**Composition**

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

**Mathematics**

MAT 140	College Mathematics or higher	3 to 5 credits
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**Lab Science**

Select two Lab Science courses from list on page 55. If you plan to transfer consult the catalog or an advisor from the school you will transfer to as you make your selections.

8 credits

**Humanities**

Select from at least two departments on the Humanities list on page 55. At least one of the Humanities courses must be from the Fine Arts. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

6 credits

**Social Sciences**

Select from at least two departments on the Social Sciences list on page 56. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make

**Curriculum Requirements**

HCE 100	Basic Health Care Concepts and Skills	4 credits
HCE 101	Basic Life Support <u>OR</u>	
EMT 122	First Aid and CPR	2 credits
HCE 112	Medical Terminology	2 credits
HCE 114	Math for Medications <u>OR</u>	
HCE 116	Medical Dosage Calculations	2 credits
NUR 100	Nursing Assistant	6 credits

**Total Minimum Certificate Requirements****16 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.

# CURRICULA

your selections. 6 credits

## Options

CMP 103 Introduction to Computer Based Systems	3 credits
Choose one course from the Options category on page 56 to complete the 35 credits required for the AGEC.	3 credits

## Total General Education Requirements

**35 credits**

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

## Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 60 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Total Elective Requirements 5 credits**

**Total Minimum Degree Requirements 64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

# PATIENT CARE TECHNICIAN

## Certificate of Proficiency

### 30708

**Advisor:** Diane Knapp

This program will prepare you for an entry-level position as a patient care technician. Emphasis is on technical skills necessary to perform personal care to complex patients, implementation of selected portions of care plan including respiratory services, rehabilitation services, ECG, and phlebotomy under the supervision of registered nurses. Upon completion of this certificate of proficiency, students are eligible to sit for the National Certification exam as Certified Patient Care Technicians (CPCT), which is available through the National Healthcareer Association. Courses in the program may require vaccinations or other medical tests. See course descriptions for additional information.

## Curriculum Requirements

EMT 121 Cardiopulmonary Resuscitation <u>OR</u>	
EMT 122 First Aid and CPR <u>OR</u>	
HCE 101 Basic Life Support	1/2 to 2 credits
HCE 112 Medical Terminology	2 credits
HCE 114 Math for Medications <u>OR</u>	
HCE 116 Medical Dosage Calculations	2 credits
HCE 180 Patient Care Technician	4 credits
HCE 186 Phlebotomy and Clinical Laboratory	2 credits
NUR 100 Nursing Assistant	6 credits

**Total Minimum Certificate Requirements 16 1/2 to 18 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 9 certificate credits at Eastern Arizona College.

# PERSONAL TRAINER

## Associate of Arts Degree

### 61301

**Advisors:** Craig Hackett, Seneca Stromberg

This Associate of Arts Degree is an extension of the Personal Training Certificate offered in conjunction with the National Academy of Sports Medicine. Completing these courses increases marketability as a certified personal trainer, and prepares you to transfer to a college or university and pursue a baccalaureate degree.

It is highly recommended that you meet with an advisor listed above to assist you in planning your degree pathway.

## Curriculum Requirements

EMT 122 First Aid and CPR	2 credits
HHP 107 Personal Training	2 credits
HHP 210 Introduction to Exercise Science and Physical Education	3 credits
HHP 213 Introduction to Strength and Conditioning for Sport Performance	3 credits
HHP 274 Sports Nutrition	3 credits
HHP 276 Sports Psychology	3 credits
HHP 278 Kinetic Anatomy	3 credits

## Total Curriculum Requirements

**19 credits**

## General Education Requirements

### Composition

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

### Mathematics

MAT 140 College Mathematics or higher	3 to 5 credits
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### Lab Science

BIO 160 Introduction to Human Anatomy and Physiology	4 credits
Another Lab Science course from the list on page 55.	4 credits

### Humanities

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts. 6 credits

### Social Sciences

HHP 100 Personal Health (DI)	3 credits
Select one additional Social Science Course from the list on page 56.	3 credits

### Options

Select courses from the list on page 56 to achieve a total of at least 35 credits in General Education courses. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections. 4 to 6 credit

## Total General Education Requirements

**35 credits**

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

## Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

## Total Elective Requirements

**10 credits**

## Total Minimum Degree Requirements

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.

- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## PERSONAL TRAINER

### Certificate of Proficiency

**30502**

**Advisors:** Craig Hackett, Senecca Stromberg

Students will learn about the essentials of personal fitness training. Students will be introduced to the human movement system, the Optimal Performance Training (OPTTM) model, and other domains of basic exercise science including assessment, exercise technique and training instruction, program design, considerations in nutrition, client relations and behavioral coaching, and professional development, practice, and responsibility.

#### Curriculum Requirements

EMT 122	First Aid and CPR	2 credits
HHP 100	Personal Health	3 credits
HHP 107	Personal Training	2 credits
HHP 213	Introduction to Strength and Conditioning for Sport Performance	3 credits
HHP 274	Sports Nutrition	3 credits
HHP 278	Kinetic Anatomy	3 credits

#### Total Minimum Certificate Requirements

**16 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 9 certificate credits at Eastern Arizona College.

## PHLEBOTOMIST TECHNICIAN

### Certificate of Proficiency

**31301**

**Advisor:** Carolyn McCormies

Upon completion of this certificate program, students are eligible to sit for the American Medical Technologists (AMT) Certification Examination to be certified as a Registered Phlebotomist Technician (RPT). Emphasis is on preparing the student to obtain blood specimens by skin puncture or venipuncture using proper technique on adults, children, and infants. Responsibilities of a phlebotomist include collecting fluid or tissue samples, drawing blood using different collection techniques, communication with patients to explain procedures, and conducting standard laboratory tests. Topics of study include ethics, infection control, communication, basic anatomy and physiology and medical terminology. Professional responsibilities include assembling equipment, verifying a patient's identity, recording information in a patient's medical records, sterilizing and safely handling equipment, and accurately labeling blood samples in the lab.

Students in the Phlebotomy Technician program will be in contact with potential infectious blood, tissues, and body fluids. Students must provide proof of current TB skin test, or a clear chest X-ray, or a statement from a health care provider indicating student is free from symptoms of pulmonary tuberculosis. Students must also provide proof of MMR (measles, mumps, & rubella) and Hepatitis B vaccinations.

AMT may deny an application if an applicant has any convictions involving a felony.

Courses in the program and clinical sites may require additional vaccinations or other medical tests. See specific course descriptions for information or contact the advisor of this program.

#### Curriculum Requirements

HCE 100	Basic Health Care Concepts and Skills OR	
NUR 100	Nursing Assistant	4 or 6 credits
HCE 101	Basic Life Support OR	
EMT 122	First Aid and CPR	2 credits
HCE 112	Medical Terminology	2 credits
HCE 114	Math for Medications OR	

HCE 116	Medical Dosage Calculations	2 credits
HCE 186	Phlebotomy and Clinical Laboratory	2 credits
HCE 189	Phlebotomy Certification Review	2 credits

#### Total Curriculum Requirements

**14 to 16 credits**

#### Curriculum Related Requirements

Select 0 to 2 credits from the following courses:

BUS 251	Human Relations	3 credits
CMP 101	Introduction to Computers	3 credits
CMP 103	Introduction to Computer Based Systems	3 credits
HCE 156	Science for Allied Health	4 credits
HCE 171	Introduction to Pharmacology	3 credits
HCE 180	Patient Care Technician	4 credits
HCE 188	Electrocardiogram	2 credits
HCE 289	Phlebotomy Practicum	2 credits
PSY 101	Introduction to Psychology	3 credits

#### Total Minimum Certificate Requirements

**16 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 8 certificate credits at Eastern Arizona College.

## PHYSICS

### Associate of Science Degree

**AS-SR 80704**

**Advisor:** Karen Preston

This degree will meet the requirements of the first two years of a four-year program in physics or related fields (physical chemistry, applied mathematics, geophysics, biological physics, pre-medical science, scientific journalism, etc.). Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs. You should enter this curriculum having completed two years of algebra and one year each of chemistry and physics in high school or the equivalent college courses.

#### Curriculum Requirements

MAT 260	Differential Equations	4 credits
PHY 211	Physics with Calculus I	5 credits
PHY 212	Physics with Calculus II	5 credits

#### Total Curriculum Requirements

**14 credits**

#### General Education Requirements

AGEC-S. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

#### Composition

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

#### Mathematics

MAT 220	Calculus I	5 credits
MAT 230	Calculus II	4 credits
MAT 240	Calculus III	4 credits

#### Lab Science

CHM 151	General Chemistry I	4 credits
CHM 152	General Chemistry II	4 credits

## Humanities

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.

6 credits

## Social Sciences

Select from Social Sciences list on page 56. Choose courses from more than one department.

6 credits

## Total General Education Requirements

**39 credits**

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

## Elective Requirements

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

## Total Elective Requirements

**11 credits**

## Total Minimum Degree Requirements

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

# POLITICAL SCIENCE

## Associate of Arts Degree

### AA-SR 60804

**Advisor:** Patrick Lukens

This degree provides the first two years of a four-year bachelor's degree program in political science. Upon obtaining this AA degree you could enter a college of education and obtain a bachelor's degree and a secondary teacher's certificate; or enter a college of liberal arts and complete a bachelor's degree in political science. Following this, you might enter law school, employment in government or enter graduate school for further and more specialized work in political science. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

## Curriculum Requirements

CMP 103	Introduction to Computer Based Systems	3 credits
HIS 101	U.S. History to 1877 (GIH) (DI)	3 credits
HIS 102	U.S. History Since 1865 (GIH) (DI)	3 credits
POS 110	United States National Politics (GIH) (DI)	3 credits
POS 120	World Politics (GIH) (DI)	3 credits

**15 credits**

## Total Curriculum Requirements

## General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

## Composition

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

## Mathematics

Select from course list on pages 55-56.

3 or 4 credits

## Lab Science

Select from course list on page 55.

8 credits

## Humanities

Select from at least two departments on the Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.

9 credits

## Social Sciences

BUA 221 Principles of Macroeconomics (GIH) (DI)

3 credits

BUA 223 Principles of Microeconomics (DI)

3 credits

SOC 210 Racial and Ethnic Relations (GIH) (DI)

3 Credits

## Total General Education Requirements

**35 to 36 credits**

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

## Elective and Foreign Language Requirements

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

1. If you have no foreign language coursework completed, take the French or Spanish 101, 102, 201, 202 course sequence offered at EAC.
2. If you have completed two years of high school French or Spanish courses, take the 201, 202 course sequence at EAC. These two courses will fulfill your foreign language requirement.
3. If you have completed four years of high school foreign language courses or have obtained foreign language ability at the 202 course level in some other manner, testing options are available to demonstrate your proficiency. Contact the Records and Registration Office for more information.
4. Any foreign language at the 202 course level may be transferred from an accredited college or university. Depending on which option you choose, select a sufficient number of elective credits to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

## Total Elective and Foreign Language Requirements 13 to 14 credits

## Total Minimum Degree Requirements

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

# PRE-CHIROPRACTIC MEDICINE

## Associate of Arts Degree

### TG-XR 80705

**Advisors:** Duane DeSpain, Joel Shelton

The following curriculum will satisfy the pre-admission requirements for most colleges offering a degree in chiropractic medicine.

## Curriculum Requirements

BIO 201	Human Anatomy and Physiology I	4 credits
BIO 202	Human Anatomy and Physiology II	4 credits
CHM 235	General Organic Chemistry I	4 credits
CHM 236	General Organic Chemistry II (IW)	4 credits
PHY 111	General Physics I OR	
PHY 211	Physics with Calculus I	4 or 5 credits
PHY 112	General Physics II OR	
PHY 212	Physics with Calculus II	4 or 5 credits

## Total Curriculum Requirements

**24 to 26 credits**

## General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to ful-

fill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

### **Composition**

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

### **Mathematics**

Select one mathematics course listed below:	3 to 5 credits
MAT 154 Precalculus Algebra	
MAT 181 Precalculus Trigonometry	
MAT 187 Precalculus	
MAT 220 Calculus I	

### **Lab Science**

CHM 151 General Chemistry I	4 credits
CHM 152 General Chemistry II	4 credits

### **Humanities**

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.	6 credits
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### **Social Sciences**

PSY 101 Introduction to Psychology (DI)	3 credits
Select courses from the list on page 56.	6 credits

### **Options**

Any of the Curriculum Requirements listed above satisfy the Options requirement for the AGEC in this degree.	4 credits
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### **Total General Education Requirements**

**36 to 38 credits**

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

### **Elective Requirements**

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

### **Total Elective Requirements**

**4 to 8 credits**

### **Total Minimum Degree Requirements**

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

CHM 236 General Organic Chemistry II (IW)	4 credits
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### **Total Curriculum Requirements**

**24 credits**

### **General Education Requirements**

AGEC-A: To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

### **Composition**

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

### **Mathematics**

MAT 154 Precalculus Algebra OR	
MAT 187 Precalculus	4 to 5 credits

### **Lab Science**

CHM 151 General Chemistry I	4 credits
CHM 152 General Chemistry II	4 credits
PHY 111 General Physics I	4 credits
PHY 112 General Physics II	4 credits

### **Humanities**

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.	6 credits
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### **Social Sciences**

Select courses from the list on page 56.	6 credits
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### **Total General Education Requirements**

**38 to 39 credits**

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

### **Elective Requirements**

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

### **Total Elective Requirements**

**1 to 2 credits**

### **Total Minimum Degree Requirements**

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## **PRE-MEDICAL SCIENCE**

### **Associate of Arts Degree**

#### **TG-XR 80707**

**Advisors:** Duane DeSpain, Joel Shelton

This degree provides the first two years of a four-year bachelor of science degree in preparation for entering one of the professional medical schools such as dentistry, medicine, osteopathy, or veterinary medicine.

To complete this curriculum in two years you will need to have completed two years of high school algebra and one year of high school chemistry or the college equivalents before you begin the curriculum requirements.

### **Curriculum Requirements**

BIO 181 General Biology I	4 credits
BIO 182 General Biology II	4 credits
BIO 201 Human Anatomy and Physiology I	4 credits
BIO 202 Human Anatomy and Physiology II	4 credits
CHM 235 General Organic Chemistry I	4 credits

## **PRE-OPTOMETRY**

### **Associate of Science Degree**

#### **TG-XR 80709**

**Advisors:** Duane DeSpain, Joel Shelton

Requirements for admission to the schools and colleges of optometry vary. However, all require at least two years of pre-optometry study. Since each school has its own unique program, you should obtain the catalog of the institution you plan to transfer to and select elective EAC courses that meet the requirements of the transfer institution.

### **Curriculum Requirements**

BIO 181 General Biology I	4 credits
BIO 182 General Biology II	4 credits
BIO 201 Human Anatomy and Physiology I	4 credits
BIO 202 Human Anatomy and Physiology II	4 credits
CHM 235 General Organic Chemistry I	4 credits
MAT 160 Introduction to Statistics	3 credits
PHY 112 General Physics II	4 credits

<b>Total Curriculum Requirements</b>	<b>27 credits</b>		
<b>General Education Requirements</b>			
AGEC-S. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.			
<b>Composition</b>			
ENG 101 Written Communications I	3 credits		
ENG 102 Written Communications II	3 credits		
<b>Mathematics</b>			
MAT 220 Calculus I	5 credits		
<b>Lab Science</b>			
CHM 151 General Chemistry I	4 credits		
CHM 152 General Chemistry II	4 credits		
PHY 111 General Physics I	4 credits		
<b>Humanities</b>			
Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.	6 credits		
<b>Social Sciences</b>			
PSY 101 Introduction to Psychology (DI)	3 credits		
Select an additional course from Social Sciences list on page 56.	3 credits		
<b>Total General Education Requirements</b>	<b>35 credits</b>		
Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.			
<b>Elective Requirements</b>			
To obtain this degree you must take a minimum of two credits of elective courses numbered 100 or above to obtain the 64 credits required. You should obtain a catalog from the institution you will transfer to and select courses required by the optometry curriculum at that institution.			
<b>Total Elective Requirements</b>	<b>2 credits</b>		
<b>Total Minimum Degree Requirements</b>	<b>64 credits</b>		
In addition to completing the required courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:			
<ul style="list-style-type: none"> <li>• Complete at least 16 degree credits at Eastern Arizona College.</li> <li>• Attain a cumulative grade point average of 2.00 or higher.</li> <li>• File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.</li> <li>• Remove any indebtedness to the College.</li> </ul>			

## PRE-PHARMACY

### Associate of Arts Degree

#### TG-XR 60704

Advisors: Duane DeSpain

This degree prepares you for entrance into the College of Pharmacy at the University of Arizona. If you plan to transfer to another university, its Pharmacy curriculum should be followed. Pharmacy aptitude tests should be taken and application to the university made early in your second year at EAC.

Please consult your advisor as there are approximately 72 credits of prerequisites required for admission into a College of Pharmacy.

#### Curriculum Requirements

All of the courses listed below are prerequisites for admission into many College of Pharmacy programs. Only 23 of these credits are required for graduation from Eastern Arizona College. Select at least 6 courses from the list below.

BIO 201	Human Anatomy and Physiology I	4 credits
BIO 202	Human Anatomy and Physiology II	4 credits
BIO 205	Microbiology	4 credits
CHM 235	General Organic Chemistry I	4 credits

CHM 236	General Organic Chemistry II (IW)	4 credits
MAT 160	Introduction to Statistics OR	
PSY 220	Introduction to Statistics	3 credits
PHY 111	General Physics I	4 credits
PHY 112	General Physics II	4 credits

<b>Total Curriculum Requirements</b>	<b>23 to 31 credits</b>
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<b>General Education Requirements</b>			
AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.			

<b>Composition</b>	
ENG 101 Written Communications I	3 credits
ENG 102 Written Communications II	3 credits

<b>Mathematics</b>	
MAT 210 Elements of Calculus OR	
MAT 220 Calculus I	4 to 5 credits

<b>Lab Science</b>	
BIO 181 General Biology I	4 credits
BIO 182 General Biology II	4 credits
CHM 151 General Chemistry I	4 credits
CHM 152 General Chemistry II	4 credits

<b>Humanities</b>	
Select from at least two departments on the Humanities list on pages 55.	6 credits

<b>Social Sciences</b>	
BUA 221 Principles of Macroeconomics (GIH) (DI) OR	
BUA 223 Principles of Microeconomics (DI)	3 credits
COM 201 Public Speaking	3 credits

<b>Total General Education Requirements</b>	<b>38 to 39 credits</b>
Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.	

<b>Elective Requirements</b>	
To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <a href="https://aztrans-mac2.asu.edu/cgi-bin/WebObjects/CEG">https://aztrans-mac2.asu.edu/cgi-bin/WebObjects/CEG</a> . Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.	

<b>Total Elective Requirements</b>	<b>0 to 3 credits</b>
Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major.	

<b>Total Minimum Degree Requirements</b>	<b>64 credits</b>
In addition to completing each of the courses listed above with a grade of "C" or better, you must meet the following general graduation requirements to obtain this degree:	
<ul style="list-style-type: none"> <li>• Complete at least 16 degree credits at Eastern Arizona College.</li> <li>• Attain a cumulative grade point average of 2.00 or higher.</li> <li>• File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.</li> <li>• Remove any indebtedness to the College.</li> </ul>	

## PRE-PHYSICAL THERAPY

### Associate of Arts Degree

#### TG-XR 60705

**Advisors:** Craig Hackett, Senecca Stromberg

This degree will fulfill the pre-physical therapy requirements at most transfer institutions. Obtain the catalog of the institution you plan to transfer to and select your elective courses based on their requirements.

#### Curriculum Requirements

BIO 202	Human Anatomy and Physiology II	4 credits
BIO 205	Microbiology	4 credits
PHY 111	General Physics I	4 credits
PHY 112	General Physics II	4 credits

#### Total Curriculum Requirements

**16 credits**

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

#### Composition

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

#### Mathematics

MAT 160	Introduction to Statistics	3 credits
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#### Lab Science

CHM 151	General Chemistry I	4 credits
CHM 152	General Chemistry II	4 credits
BIO 201	Human Anatomy and Physiology I	4 credits

#### Humanities

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.

6 credits

#### Social Sciences

HHP 100	Personal Health (DI)	3 credits
PSY 101	Introduction to Psychology (DI)	3 credits
PSY 250	Developmental Psychology (DI)	3 credits

#### Total General Education Requirements

**36 credits**

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

#### Elective Requirements

To obtain this degree you must take twelve credits of elective courses numbered 100 or above to obtain the 64 credits required. You should obtain a catalog from the institution you will transfer to and select electives required by that institution.

#### Total Elective Requirements

**12 credits**

#### Total Minimum Degree Requirements

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## PROGRAMMING & IT SUPPORT

### Certificate of Proficiency

#### 30132

**Advisors:** Lydia Mata, James McBride, Scott Russell

This certificate provides a fast track to employment by targeting specific computing skills with fewer general courses. The emphases in this certificate are the key areas in Programming and Information Technology Support. Students will learn programming concepts that will prepare them to work with multiple programming languages and use programming for IT automation. Students will be taught the basics of networking, system administration, and security and operating systems to prepare for a job in IT support.

#### Curriculum Requirements

CIS 180	IT Fundamentals OR	
CMP 118	IT Fundamentals OR	
CMP 107	Basic Principles of IT AND	
CMP 109	Intermediate Principles of IT	3 to 4 credits
CMP 124	Computer Programming I	3 credits
CMP 128	C# Programming I	3 credits
CMP 129	C# Programming II	3 credits
CMP 155	Google IT Professional I	3 credits
CMP 156	Google IT Professional II	3 credits
CMP 272	Website Development I	3 credits

#### Total Minimum Certificate Requirements

**21 to 22 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 11 certificate credits at Eastern Arizona College.

## PSYCHOLOGY

### Associate of Arts Degree

#### AA-SR 60806

**Advisor:** Nan Pennington

This degree specifies courses that satisfy the AGEC transfer pathway for an AA-SR degree. The Psychology courses identified in the Curriculum Requirements and the General Education Requirements also satisfy the preparatory major requirements for a baccalaureate degree in Psychology. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs. This degree also satisfies the needs of students - majors and non-majors - who are interested in psychology primarily as a part of a broad liberal education. In addition, the courses provide a background in psychological principles and techniques to enhance work in other Social Sciences and in such professional fields as education, business, law enforcement, and health-related fields.

Students often major in psychology to prepare for careers in related fields such as personnel relations, occupational and personal counseling, medicine and dentistry, social and case work, marketing, administration, the legal profession, or counseling and teaching in the public schools. Others plan on graduate work in psychology. Graduate training in psychology prepares you for a career as an academic psychologist (teaching and research), clinical psychologist (mental health centers, institutions, and private practice), industrial and organizational psychologist, and government psychologist (research, administration, testing).

High school preparation should include courses in Social Sciences as well as the natural sciences (such as biology and chemistry). A proficiency in algebra is highly desirable. In general, the broad liberal arts education that prepares you for college studies is appropriate for majoring in Psychology at Eastern Arizona College.

The Associate of Arts in Psychology has four tracks to choose from. Students should check the foreign language and other requirements for the four-year program to which they plan to transfer, before selecting a track.

- AA in Psychology (General Track)
- AA in Psychology (Foreign Language Requirement Track)
- AA in Psychology (Social Work Track)
- AA in Psychology (Social Work transfer to NAU 75/45 Track)

See details for each Track below.

### **Curriculum Requirements**

PSY 101	Introduction to Psychology (DI)	3 credits
PSY 220	Introduction to Statistics	3 credits
PSY 270	Experimental Psychology (IW) (DI)	4 credits

### **Total Curriculum Requirements**

**10 credits**

### **General Education Requirements**

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

### **Composition**

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

### **Mathematics**

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

### **Lab Science**

BIO 160	Intro to Human Anatomy and Physiology	4 credits
	Another Lab Science course from list on page 55.	4 credits

### **Humanities**

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.

### **Social Sciences**

PSY 240	Abnormal Psychology (DI)	3 credits
PSY 250	Developmental Psychology (DI) <u>OR</u>	3 credits
PSY 230	Social Psychology (DI)	3 credits
(PSY 250 highly recommended)		3 credits
SOC 101	Introduction to Sociology (GIH) (DI)	3 credits

### **Options**

CMP 103	Introduction to Computer Based Systems	3 credits
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### **Total General Education Requirements**

**35 to 36 credits**

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

### **AA in Psychology (General Track)**

Students expecting to transfer must check the language requirements of the college or university to which they expect to transfer. If you are transferring to a program without a language requirement select a sufficient number of elective credits to obtain the 60 credit hours required for this degree. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Consult the catalog or an advisor from the school you will transfer to as you make your selections.

### **Total Elective Track Requirements**

**15 credits**

### **AA in Psychology (Foreign Language Requirement Track)**

If you are transferring to a program with a language requirement, to obtain this degree, you must demonstrate proficiency in a foreign language at the 202 course level. To do this select from the following options:

1. If you have no foreign language coursework completed, take the French or Spanish 101, 102, 201, 202 course sequence offered at EAC.
2. If you have completed two years of high school French or Spanish courses, meet with a French or Spanish instructor to determine if you are adequately prepared to take the 201, 202 course sequence at EAC. These two courses will fulfill your foreign language requirement.
3. If you have completed four years of high school foreign language courses or have obtained foreign language ability at the 202 course level in some other manner, testing options are available to demonstrate your proficiency. Contact the Records and

Registration Office for more information.

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

Depending on which option you choose, select a sufficient number of elective credits to obtain the 60 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

### **Total Foreign Language and Elective Requirements**

**15 credits**

### **AA in Psychology (Social Work Track)**

SSE 110	Intro to Social Work	3 credits
SOC 110	Marriage and the Family	3 credits
SOC 201	Social Problems**	3 credits
SOC 210	Racial and Ethnic Relations	3 credits
HIS 221	Mexican American History and Culture**	3 credits

### **Total Social Work Track Requirements**

**15 credits**

### **AA in Psychology (Social Work/Transfer to NAU 75/45 Track)**

Students pursuing the NAU Bachelors in Social Work 75/45 degree program may transfer up to 75 credits from Eastern Arizona College and will complete 45 upper division credits at NAU.

In addition to completing the Social Work Track (above) the NAU 75/45 track requires:

PSY 250	Developmental Psychology (DI) <u>AND</u>	3 credits
PSY 230	Social Psychology	3 credits

Select a sufficient number of elective credits to obtain the 75 credit hours required by NAU for this degree. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Consult the catalog or an advisor from NAU as you make your selections.

\*\*Meets Behavioral Science Cognates at NAU

### **Total Social Work/Transfer to NAU 75/45 Track Requirements**

**30 credits**

### **Total Minimum Degree Requirements**

**60 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- Check transfer program admittance requirements. Some are higher than the minimum required to complete this degree
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated..
- Remove any indebtedness to the College.

## **RADIOLOGIC TECHNOLOGIST**

### **Associate of Applied Science Degree**

#### **21301**

**Advisor:** Adam Bingham

This program prepares the student for an entry-level position as a radiologic technologist. Radiologic technologists are highly specialized members of the health care team who provide patient care services using x-ray machines under the direction of a physician. Radiologic technologists have knowledge of anatomy, physiology, physics, positioning, and x-ray techniques necessary to create diagnostic images. Knowledge of record keeping, image critique, and equipment maintenance is also part of the job. Careers in the field of diagnostic imaging are found in a multitude of places such as hospitals, imaging centers, clinics, and doctors' offices. There is a potential to continue in other areas such as Computed Tomography, Magnetic Resonance Imaging, and Medical Dosimetry. This program will prepare students for the American Registry of Radiologic Technologist examinations:

Emphasis is on basic informatics, working in the healthcare system, knowledge, and techni-

cal skills to thrive in today's complex world. Graduates learn what is needed to manage and improve the quality of information needed within the healthcare delivery system. Entry into the Radiologic Technology program requires prior admission. For admission procedures to the Radiologic Technology Program, contact Adam Bingham, (928)428-8349.

### **Application Requirements**

The following are required to be completed prior to applying for admission to the Radiologic Technologist Program:

- Current American Heart Association CPR Basic Life Support (BLS) card
- Submit the completed Immunizations/Approved Exemption Form and completed Physical Forms
- Background check processed through Corporate Screening – [www.VerifyStudents.com](http://www.VerifyStudents.com) and DPS Level 1 Fingerprint Clearance Card
- TEAS Assessment Entrance Exam with a minimum composite score showing proficient or above average for the composite score

### **Admission Requirements**

The following prerequisite courses are required to be completed with a minimum grade of "C" prior to starting the Radiologic Technologist Program:

BIO 201	Human Anatomy and Physiology with Lab	4 credits
BIO 202	Human Anatomy and Physiology with Lab II	4 credits
CHM 130	Fundamental Chemistry or higher	4 credits
MAT 154	Precalculus Algebra	4 credits

The following is required prior to starting the Radiologic Technologist Program:

- Current AHA CPR card - health care provider level (MUST be American Heart Association)

NOTE: An applicant for professional healthcare employment is not eligible for licensure if the applicant has any felony convictions and has not received an absolute discharge from the sentences for all felony convictions. The absolute discharge must be received three or more years before submitting an application for licensure. If the applicant cannot prove that the absolute discharge date is three or more years before the date of filing the application, the application cannot be processed.

### **Curriculum Requirements**

BUA 160	Medical Law and Ethics	2 credits
CHM 130	Fundamental Chemistry or higher	4 credits
HCE 112	Medical Terminology	2 credits
RAD 100	Fundamentals of Medical Imaging	3 credits
RAD 101	Radiographic Procedures I	3 credits
RAD 102	Radiographic Procedures II	3 credits
RAD 136	Radiation Production and Exposure	2 credits
RAD 201	Clinical Practicum I	4 credits
RAD 202	Clinical Practicum II	5 credits
RAD 204	Clinical Practicum III	5 credits
RAD 205	Radiation Biology	3 credits
RAD 210	Radiation Physics and Equipment	2 credits
RAD 220	Radiographic Film Critique	2 credits
RAD 230	Radiographic Pathology	3 credits
RAD 240	Radiographic Advanced Procedures	5 credits

### **Total Curriculum Requirements**

\*All radiology courses must be passed with a grade of "C" or better.

**48 credits**

### **General Education Requirements**

#### **Composition**

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

#### **Mathematics**

MAT 154	Precalculus Algebra	4 credits
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#### **Lab Science**

BIO 201	Human Anatomy and Physiology I	4 credits
BIO 202	Human Anatomy and Physiology II	4 credits

### **Social Sciences**

PSY 101	Introduction to Psychology	3 credits
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### **Humanities**

COM 201	Public Speaking	3 credits
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### **Total General Education Requirements**

**24 credits**

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

### **Total Minimum Degree Requirements**

**72 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## **RETAIL MANAGEMENT**

### **Certificate of Proficiency**

#### **30123 (Available On Campus and Online)**

**Advisor:** Michael Fox

This certificate prepares students for careers at management levels of retail businesses. It is endorsed by the Western Association of Food Chains and is designed for both grocery store employees and anyone else who is interested in furthering his or her career in retail management.

### **Curriculum Requirements**

BUA 259	Business Communications	3 credits
BUS 211	Retail Management	3 credits
BUS 221	Human Resource Management	3 credits
BUS 251	Human Relations	3 credits
CMP 101	Introduction to Computers OR	
CMP 103	Introduction to Computer Based Systems	3 credits
SBM 111	Marketing	3 credits
SBM 121	Supervision	3 credits
SBM 211	Financial Management	3 credits

### **Total Minimum Certificate Requirements**

**24 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 12 certificate credits at Eastern Arizona College.

## **SOCIOLOGY**

### **Associate of Arts Degree**

#### **AA-GR 60807**

**Advisor:** Travis Catt

This degree prepares students for careers requiring a general AA degree, entry level social services work, or transfer to a 4 year college program leading to a Bachelor's degree. Since program requirements differ between universities official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

**Curriculum Requirements**

MAT 160	Introduction to Statistics	3 credits
PSY 101	Introduction to Psychology (DI)	3 credits
SOC 101	Introduction to Sociology (GIH) (DI)	3 credits
SOC 110	Marriage and the Family (DI)	3 credits
SOC 201	Social Problems (DI)	3 credits

**Total Curriculum Requirements****15 credits****General Education Requirements**

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

**Composition**

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

**Mathematics**

MAT 140	College Mathematics OR	3 to 4 credits
MAT 154	Precalculus Algebra	3 to 4 credits

**Lab Science**

BIO 100	Biology Concepts	4 credits
	Another Lab Science course from list on page 55.	4 credits

**Humanities**

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.	6 credits
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**Social Sciences**

SOC 210	Racial and ethnic relations (GIH) (DI)	3 credits
	Another Social Sciences course from list on page 56.	3 credits

**Options**

CMP 103	Introduction to Computer Based Systems	3 credits
	Another Options course from list on page 56.	3 credits

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

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

**Elective Requirements**

Select a sufficient number of elective credits to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

Suggested courses for university transfer:

UA Transfer Students

Language proficiency demonstration: select courses that will satisfy the language proficiency at the University of Arizona.

**Total Elective Requirements****13 to 14 credits****Total Minimum Degree Requirements****64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

**SPORTS MEDICINE PROFESSIONS****Associate of Arts Degree****AA-SR 60502**

**Advisors:** Craig Hackett, Seneca Stromberg

Recipients of this degree are prepared to pursue a major in Athletic Training, Wellness, Kinesiology, or related Sports Medicine degree at a four-year college or university. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

**Curriculum Requirements**

HHP 210	Introduction to Exercise Science and Physical Education	3 credits
HHP 270	Introduction to Sports Medicine	3 credits
HHP 274	Sports Nutrition	3 credits
HHP 276	Sports Psychology	3 credits
HHP 278	Kinetic Anatomy	3 credits
HHP 292	Athletic Training Practicum I	3 credits
HHP 293	Athletic Training Practicum II	3 credits
HHP 294	Athletic Training Practicum III	3 credits
HHP 295	Athletic Training Practicum IV	3 credits

**Total Curriculum Requirements****27 credits****General Education Requirements**

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

**Composition**

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

**Mathematics**

MAT 140	College Mathematics or higher	3 to 5 credits
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**Lab Science**

BIO 201	Human Anatomy and Physiology I	4 credits
CHM 151	General Chemistry I	4 credits

**Humanities**

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.	6 credits
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**Social Sciences**

HHP 100	Personal Health (DI)	3 credits
PSY 101	Introduction to Psychology (DI)	3 credits

**Options**

Select courses from the list on page 56 to achieve a total of at least 35 credits in General Education courses. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.	4 to 6 credits
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**Total General Education Requirements****35 credits**

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

**Elective Requirements**

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. Choose electives from the list of courses in the Arizona Higher Education Course Equivalency Guide (CEG) located at <https://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG>. Select the Eastern Arizona College Elective or Better report. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Total Elective Requirements****2 credits****Total Minimum Degree Requirements****64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## SYSTEMS ADMINISTRATION & NETWORKING

### Certificate of Proficiency

**30119**

**Advisors:** Lydia Mata, James McBride, Scott Russell

This certificate program provides a fast track to employment by emphasizing specific computer skills and fewer general courses. Students will learn how to establish, organize and maintain many of the small computer network systems in use today.

#### Curriculum Requirements

CIS 170	Working in Technology <u>OR</u>	
CMP 100	Working in Technology	3 credits
CMP 101	Introduction to Computers <u>OR</u>	
CMP 103	Introduction to Computer Based Systems	3 credits
CMP 113	Operating Systems I	3 credits
CIS 180	IT Fundamentals <u>OR</u>	
CMP 118	IT Fundamentals <u>OR</u>	
CMP 107	Basic Principles of IT <u>AND</u>	
CMP 109	Intermediate Principles of IT	3 to 4 credits
CMP 155	Google IT Professional I	3 credits
CMP 156	Google IT Professional II	3 credits
CIS 195	Networking Systems I <u>OR</u>	
CMP 250	Networking Systems I	3 credits
CMP 255	Server Systems I	3 credits
CIS 235	Ethical Hacker I <u>OR</u>	
CMP 284	Ethical Hacker I	3 credits

### Total Minimum Certificate Requirements

**27 to 28 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 14 certificate credits at Eastern Arizona College.

## THEATRE ARTS

### Associate of Arts Degree

**AA-SR 60404**

**Advisor:** Dale Young

This degree provides the first two years of a four-year program in Theatrical Arts. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs. At EAC, we employ an integrated approach to our craft that focuses on learning, research, practice, and application through the study of stagecraft, performance, design, dramatic literature, and the historical, literary, and cultural roots of the theatre arts.

#### Curriculum Requirements

THC 110	Acting I	3 credits
THC 111	Acting II	3 credits
THC 117	Voice and Diction for Theater	3 credits

THC 120	Rehearsal and Production I	1 to 2 credits
THC 203	Principles of Dramatic Structure	3 credits
THC 217	Introduction to Design Scenography	3 credits
THC 230	Stage Makeup	2 credits
THC 231	Stagecraft	3 credits

**21 to 22 credits**

#### Total Curriculum Requirements

#### Curriculum Related Requirements

Select 8 credits from the following:

DAN 150	Beginning Theatre Dance I	1 credit
DRF 154	Introduction to AutoCAD	3 credits
THC 112	Acting for Film	2 credits
THC 121	Rehearsal and Production II	1 to 2 credits
THC 140	Costume Construction	2 credits
THC 141	Introduction to Costume Design	2 credits
THC 160	Repertory Acting Company I	3 credits
THC 161	Repertory Acting Company II	2 credits
THC 170	Introduction to Stage Lighting	3 credits
THC 171	Stage Combat	2 credits
THC 205	Musical Theatre I	3 credits
THC 220	Rehearsal and Production III	1 to 2 credits
THC 221	Rehearsal and Production IV	1 to 2 credits
THC 236	Introduction to Scene Design	3 credits
THC 260	Repertory Acting Company III	1 to 3 credits
THC 261	Repertory Acting Company IV	1 to 3 credits
THC 290	Acting Workshop	1 to 3 credits

**8 credits**

#### Total Curriculum Related Requirements

#### General Education Requirements

AGEC-A. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

#### Composition

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

#### Mathematics

Select from list on pages 55-56.

3 to 5 credits

#### Lab Science

Select from list on page 55.

8 credits

#### Humanities

MUS 101	World of Music (GIH) (DI)	3 credits
THC 105	Introduction to Theatre (GIH) (DI)	3 credits
Another Humanities course from list on page 55.		3 credits

#### Social Sciences

PSY 101	Introduction to Psychology (DI)	3 credits
Select two additional Social Sciences courses from the list on page 56. Choose courses from more than one department.		6 credits

#### Total General Education Requirements

**35 to 37 credits**

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

#### Total Minimum Degree Requirements

**64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## WELDING/MANUFACTURING FUNDAMENTALS

### Certificate of Proficiency

#### 30642

**Advisors:** Nathan McCray, Dorian R. Nelson

This program provides the student an opportunity to develop skills using various welding and cutting tools, techniques, and materials in preparation for entry into the welding trades.

### Curriculum Requirements

AMT 101	Fundamentals of Machining <u>OR</u>	
AMT 104	Machining and Fabrication	2 to 3 credits
AMT 110	Introduction to Fab Lab Technology	2 credits
AMT 220	Advanced Manufacturing Methods	4 credits
WLD 101	Welding	3 credits
WLD 108	Welding and Metal Fabrication	3 credits
WLD 201	Repair Welding and Fabrication <u>OR</u>	
WLD 270	Technical Welding	3 credits
WLD 211	Pipe Welding <u>OR</u>	
WLD 260	Flux Cored Arc and Gas Metal Arc Welding	3 credits
WLD 290	Welding Certification	1 credit

### Total Minimum Certificate Requirements

**21 to 22 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 10 certificate credits at Eastern Arizona College.

## WELDING TECHNIQUES AND PROCESSES

### Certificate of Proficiency

#### 30649

**Advisors:** Ernie Baca, John Freeman, Nathan McCray

This program will provide the basic credentials and skills necessary to pursue a career as a welder in a variety of industrial fields.

### Curriculum Requirements

WLD 101	Welding	3 credits
WLD 111	Arc Welding	3 credits
WLD 124	MIG Welding	3 credits
WLD 126	TIG Welding	3 credits
WLD 211	Pipe Welding <u>AND/OR</u>	
WLD 260	Flux Cored Arc and Gas Metal Arc Welding <u>AND/OR</u>	
WLD 270	Technical Welding	6 credits

### Total Minimum Certificate Requirements

**18 credits**

In order to obtain this certificate you must:

- Complete each required course above with a grade of "C" or better.
- File a petition for certificate through your Gila Hank Online account.
- Remove any indebtedness to the College.
- Complete at least 9 certificate credits at Eastern Arizona College.

## WELDING TECHNOLOGY

### Associate of Applied Science Degree

#### 20609

**Advisor:** Nathan McCray

Welding Technology degree program provides the student an opportunity to develop skills using various welding and cutting tools, techniques, and materials. This degree program prepares students for career success in welding and metal fabrication. This Welding Technology degree also develops supervisory skills that enables students to become a project supervisor or manager. Welding certification by an independent agency is available. This AAS degree is also available as a transfer degree to a BAS program. See your advisor for information concerning the transfer degree.

### Curriculum Requirements

AMT 101	Fundamentals of Machining <u>OR</u>	
AMT 104	Machining and Fabrication	2 to 3 credits
AMT 102	Materials for Industry	3 credits
DRF 150	Dimensioning and Tolerancing	1 credit
TEC 133	Safety Practices for Industry	1 credit
WLD 101	Welding	3 credits
WLD 108	Welding and Metal Fabrication	3 credits
WLD 201	Repair Welding and Fabrication	3 credits
WLD 211	Pipe Welding	3 credits
WLD 260	Flux Cored Arc and Gas Metal Arc Welding	3 credits
WLD 270	Technical Welding	3 credits
WLD 290	Welding Certification	1 credit

### Total Curriculum Requirements

**26 to 27 credits with a GPA of 2.00 or higher**

### Curriculum Related Requirements

In addition to the required courses above, select from the following Curriculum Related courses to complete a total of 40 curriculum credits.

AMT 110	Introduction to Fab Lab Technology	2 credits
AMT 220	Advanced Manufacturing Methods	4 credits
AUT 101	Introduction to Automotive Technology <u>OR</u>	
AUT 180	Automotive Service Techniques	2 to 4 credits
AUT 105	Automotive Electrical Fundamentals <u>OR</u>	
ELT 110	Electricity and Electronics	2 to 3 credits
COE 111	Cooperative Education I (Occupational)	1 to 4 credits
DRF 154	Introduction to AutoCAD	2 to 3 credits
DRF 271	Advanced AutoCAD	2 to 3 credits
SBM 110	Introduction to Entrepreneurship	3 credits
SBM 121	Supervision	3 credits
SBM 231	Business Planning	1 credit
TEC 112	Basic Hydraulics and Pneumatics	2 credits
WLD 280	Advanced Arc Welding	3 credits

### Total Curriculum Related Requirements

**13 to 14 credits with a GPA of 2.00 or higher**

### General Education Requirements

#### Composition

ENG 100	Writing Fundamentals or higher	3 credits
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#### Mathematics

BUS 111	Business Mathematical Calculations <u>OR</u>	
MAT 100	Applied Mathematics or higher	3 to 5 credits

#### Computers

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

Select a sufficient number of credits from the list of General Education courses on pages 57-58 to obtain the 18 credits required. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education where the maximum is two credits.

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

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

**Elective Requirements**

To earn this degree you must select a sufficient number of elective credits numbered 100 or above to obtain the 64 credit hours required. For students earning the AAS degree, it is highly recommended students choose electives from the Curriculum Related courses. For students transferring to a BAS program, it is highly recommended students choose additional General Education courses to complete the AGEC-A requirements. If you plan to transfer, consult the catalog or an advisor from the school you will transfer to as you make your selections.

**Total Elective Requirements** **6 credits****Total Minimum Degree Requirements** **64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.

## WILDLIFE BIOLOGY

**Associate of Science Degree****TG-XR 80710**

**Advisor:** Aaron Burk

This degree provides the first two years of a Bachelor of Science degree in Wildlife Biology or Wildlife Management. Since program requirements differ between universities, the official transfer pathway (<https://aztransmac2.asu.edu/cgi-bin/WebObjects/ATASS.woa/wa/MajorGuidesNavAZ?School=EAC>) of the school which you plan to attend upon leaving EAC should be consulted in order to adjust this program to your personal needs.

**Curriculum Requirements**

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

**Total Curriculum Requirements** **8 credits****General Education Requirements**

AGEC-S. To complete your General Education requirements, one of the courses taken to fulfill degree requirements must be designated as an Intensive Writing/Critical Inquiry course (IW), Global/International/Historical Awareness (GIH) course, and Diversity and Inclusion (DI) course. Note that a single course may fulfill more than one of the requirements.

**Composition**

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

**Mathematics**

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

CHM 151	General Chemistry I	4 credits
CHM 152	General Chemistry II	4 credits
CHM 235	General Organic Chemistry I	4 credits
CHM 236	General Organic Chemistry II (IW)	4 credits

**Humanities**

Select from Humanities list on page 55. Choose courses from more than one department and one course must be in the Fine Arts.

6 credits

**Social Sciences**

BUA 221	Principles of Macroeconomics (GIH) (DI)	3 credits
Select another non-BUA department Social Sciences course from list on page 56.		3 credits

## WELDING TECHNOLOGY

**Certificate of Proficiency****30626**

**Advisor:** Nathan McCray

The Welding Technology Certificate program provides the student an opportunity to develop skills using various welding and cutting tools, techniques, and materials in preparation for entry into the welding trades. Welding certification by an independent agency is available.

**Curriculum Requirements**

DRF 150	Dimensioning and Tolerancing	1 credit
TEC 133	Safety Practices for Industry	1 credit
WLD 101	Welding	3 credits
WLD 108	Welding and Metal Fabrication	3 credits
WLD 201	Repair Welding and Fabrication <u>OR</u>	
WLD 211	Pipe Welding	3 credits
WLD 260	Flux Cored Arc and Gas Metal Arc Welding	3 credits
WLD 270	Technical Welding	3 credits
WLD 290	Welding Certification	1 credit

Select 12 additional credits from the following:

AMT 101	Fundamentals of Machining <u>OR</u>	2 to 3 credits
AMT 104	Machining and Fabrication	3 credits
AMT 102	Materials for Industry	2 credits
AMT 110	Introduction to Fab Lab Technology	2 credits
CMP 101	Introduction to Computers <u>OR</u>	3 credits
CMP 103	Introduction to Computer Based Systems	1 to 4 credits
COE 111	Cooperative Education I (Occupational)	2 to 3 credits
DRF 154	Introduction to AutoCAD	3 credits
WLD 280	Advanced Arc Welding	

**Total Minimum Certificate Requirements**

In order to obtain this certificate you must:

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

**30 credits**

**Total General Education Requirements** **39 credits**

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

**Elective Requirements**

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

**Total Elective Requirements** **17 credits****Total Minimum Degree Requirements** **64 credits**

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

- Complete at least 16 degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.



# COURSE DESCRIPTIONS

EAC offers over a thousand courses in fifty-three subject areas. Our classes are taught by highly qualified instructors, not teaching assistants, and classes are small so you won't get lost in the crowd.

## SAMPLE COURSE DESCRIPTION

1. This is the course number. Courses numbered from 001 to 099 will not be counted as graduation credit. Those numbered 100-199 are normally first-year or freshman level, and those numbered 200-299 are normally for second-year or sophomore students.
2. The credit hour is the unit of credit at EAC, as at most colleges and universities. Each credit hour represents one 50-minute class per week per semester, plus two hours of outside preparation and/or lab work.
3. An entry here indicates that the course meets one of EAC's General Education requirements in the category shown.
4. The semester offered applies only to the Thatcher campus. Classes may also be offered in different semesters than specified depending on student demand. Requests for classes may be made to the Academic Deans on the Thatcher Campus. Other sites will offer and teach classes based on student demand at those sites. We reserve the right to cancel any class for which there is insufficient enrollment.
5. This designation indicates that the credits for this course do not count against you in an overload situation (18 or more credit hours).
6. An entry here indicates that in order to succeed in this course, you should have certain prerequisite experiences prior to taking it. Prerequisites are checked by computer at the time of registration. If you wish to enroll prior to receiving a grade in the prerequisite course, enrollment is allowed but is contingent on the final grade. If you have

## ADMINISTRATION OF JUSTICE

### AJS 101 AJS 1101 Introduction to Criminal Justice

3 credits

GE category: Diversity and Inclusion  
Social Sciences

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

An introduction to crime and society's responses to it. Examines the nature and causes of crime, the criminal law, constitutional safeguards, and the organization and operation of the criminal justice system including the police, courts, and corrections. Covers the history of the criminal justice system, terminology, and career opportunities.

### AJS 103 Criminal Investigation

3 credits

Offered every fall and spring semester

This course covers the fundamentals of criminal investigations. The theory of criminal investigations, crime scene procedures, case preparation, interviewing and basic investigative techniques are examined.

### AJS 117 Law Enforcement Training Academy I

15 credits

Offered upon request

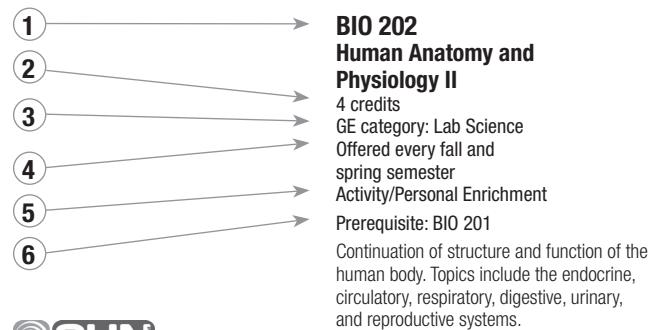
Prerequisite: Admission to Eastern Arizona College's Law Enforcement Training Academy

An orientation and introduction of law enforcement as well as an overview of law and legal matters, patrol procedures, and

met the prerequisite at another institution, an official transcript from that institution must be on file and have been evaluated by the EAC Records and Registration Office prior to registration.

A waiver of prerequisites may be requested by petitioning the Admissions and Academic Standards Appeals Committee. The petition process must be completed prior to the end of registration for the course you wish to enroll in.

Students who enter or complete a course without meeting the prerequisites for that course may either be withdrawn from the course without a tuition refund, or receive no credit for the course.



The Shared Unique Number (SUN) System helps you identify courses that will directly transfer among Arizona's community colleges and three public universities. Using the SUN System, you can easily search for and enroll in courses that offer direct equivalency at other Arizona colleges and universities. SUN courses have their own unique course number and prefix listed alongside each college's course number. Look for the SUN icon in this catalog or on the EAC web site or visit [www.aztransfer.com/sun/](http://www.aztransfer.com/sun/) for more information.

### AJS 126 The Juvenile Function

3 credits

Offered every spring semester

An examination of the history and development of juvenile justice theories, procedures, and institutions.

### AJS 130 The Correction Function

3 credits

Offered every fall and spring semester

This course examines the history and development of correctional theories and institutions.

### AJS 202 Substantive Criminal Law

3 credits

Offered every fall and spring semester

This course covers the philosophy of legal sanctions and historical development from the common law to modern criminal law,

# COURSE DESCRIPTIONS

classifications of crimes, elements of and parties to crimes, general definitions of crime, common defenses utilized, and includes specific offenses and the essential elements of each offense.

## AJS 217 Law Enforcement Training Academy II

15 credits  
Offered upon request  
Prerequisite: AJS 117

An orientation and introduction to law enforcement as well as an overview of law and legal matters, patrol procedures, and traffic control. This course is the final course for the Law Enforcement Training Academy certificate. Course fees may be required.

## AJS 220 Procedural Criminal Law

3 credits  
Offered every fall and spring semester

This course examines the court system and procedures from arrest to final disposition with special attention given to the appellate and Supreme Court decisions, due process of law, and Constitutional Law. Current and recent developments relating to arrest, searches, and seizures; constitutional rights predominately associated with the Fourth, Fifth, Sixth, and Fourteenth Amendments as related to criminal justice and its administration-warrants, warrantless seizures, exclusionary rule, confessions, eye-witness identification, electronic surveillance, entrapment, and state variance with federal rules.

## AJS 225 Criminology

3 credits  
GE category: Diversity and Inclusion, Social Sciences  
Offered every fall and spring semester  
Prerequisite: ENG 091 with a grade of "O" or higher or reading placement test score as established by District policy

Study of deviance, society's role in defining behavior; theories of criminality and the economic, social, and psychological impact of crime; relationships between statistics and crime trends. Examines crime victimization and the various types of crime and categories of offenders.

## AJS 254 Crime Control

3 credits  
Offered every fall and spring semester  
This course focuses on the research regarding the effectiveness of various crime control programs. It is designed to provide students with a broad analysis of both historic and contemporary crime control strategies implemented by the police, courts, legislators, and the correctional system. It is based upon an emerging perspective that is transforming criminological theory and practice: environmental criminology.

## AJS 266 The Police Function

3 credits  
Offered every fall and spring semester  
This course is a study of who the police are, what they do, and how they do it. It includes basic patrol techniques including stopping, arresting, and handling criminal suspects, methods of police patrol and observation, handling domestic disputes and crisis intervention, and crimes in progress.

## AJS 282 Police Supervision

3 credits  
Offered every fall semester  
A study of the police first line supervisor's role and responsibilities as they relate to leading, directing, and controlling personnel both formally and informally.

## AJS 297 Workshop

1 to 6 credits  
Offered upon request  
Activity/Personal Enrichment  
Designed to meet a variety of needs for students in Administration of Justice.

keyboarding is recommended.

## AIS 213A Office Procedures/Records Management

1 credit  
Offered every fall semester  
One of the three office procedures modules designed to give the student real-world, hands-on experience while developing knowledge and skills necessary for work in the business office. In this module, students will learn the basic principles and procedures of managing business records and documents using alphabetic, geographic, subject, chronological, and numeric filing systems. Covers the records management process from creation to disposition.

## AIS 213B Office Procedures/Office Transcription

1 credit  
Offered every fall semester  
One of three office procedures modules designed to give the student real-world, hands-on experience while developing knowledge and skills necessary for work in the business office. In this module, students develop skills in the use of transcribing equipment to produce mailable documents in various business entities, including the medical, legal, government, education, and general business field. Emphasizes listening techniques, English fundamentals, proofreading, and proper formatting. Keyboarding skill necessary.

## AIS 213C Office Procedures/Professional Business Office

1 credit  
Offered every fall semester  
One of three office procedures modules designed to give the student real-world, hands-on experience while developing knowledge and skills necessary for work in the professional business office. In this module, students develop skills for operating office equipment. Students are also introduced to the concepts of professionalism, etiquette, and acceptable attitudes for workplace success.

## AIS 214 The Office Professional

3 credits  
Offered every fall and spring semester  
Study and application of office procedures, skills, and responsibilities that reflect the technological changes, global influences and professionalism of the 21st century office professional. Students will learn to be productive team members, behave ethically, process information via technology, communicate effectively, prepare travel, meeting, and financial documents, lead and supervise others.

## AIS 237

### Word Processing Applications

3 credits  
Offered every fall semester  
This course provides students with the opportunity to learn word processing for employment purposes or home use and to utilize a microcomputer as a word processor. It is recommended that the student key at a minimum rate of 40 net words per minute.

## AIS 238

### Advanced Office Applications

3 credits  
Offered every spring semester  
Prerequisite: CMP 101 or CMP 103 or instructor approval

In this project-oriented course, students create documents suitable for professional and personal purposes in the desktop and cloud environment. Prior knowledge of word processing, spreadsheet, and presentation applications is essential. Activities will include using the common Office applications Word, Excel and PowerPoint. Students will also learn to use many of the other Office apps found in Office 365 such as OneDrive, OneNote, Sway, Teams, Forms, Stream and SharePoint.

## AIS 239A

### Multimedia/Electronic Task Management

1 credit  
Offered every spring semester  
One of three multimedia modules designed to give students a higher level of office technology skills. Using a Personal Information Manager (PIM) program, students will learn how to manage email, organize schedules, maintain contact lists and to-do lists, and keep a log of computer tasks. This module also includes integrating data to and from other applications. Identical to CMP 239A.

## AIS 239B

### Multimedia/Digital Imaging

1 credit  
Offered every spring semester  
One of three multimedia modules designed to give students a higher level of office technology skills. This module provides students with hands-on experience with digital imaging technology including scanners, digital cameras, and photo software. Students must be familiar with basic desktop publishing techniques to complete projects. Identical to CMP 239B.

# ADMINISTRATIVE INFORMATION SERVICES

## AIS 108 Introduction to Keyboarding Technique

1 credit  
Offered every fall and spring semester  
This course is designed to teach the keyboard and proper keyboarding technique. Identical to CMP 108.

## AIS 117 Electronic Keyboarding I

3 credits  
Offered every fall and spring semester  
This course introduces techniques of computer keyboarding with emphasis on touch control, speed, and accuracy. Using a word processing program, the course also introduces the formats of reports, letters, memos, tables, and employment documents.

## AIS 118 Electronic Keyboarding II

3 credits  
Offered every fall and spring semester  
After a comprehensive review of basic keyboarding principles with emphasis on improving speed and accuracy as well as developing 10-key skills, students use a word processing program to produce a wide range of typical business correspondence, tables, reports, forms, and publications based on current office practices. At least one semester of

**AIS 239C****Multimedia/Internet for Business**

1 credit

Offered every spring semester

One of three multimedia modules designed to give students a higher level of office technology skills. In this module, students learn and apply the tools, language, and culture of the Internet. Important ethical issues are addressed as individual and team Internet projects are completed. Projects will include web site design and research. Identical to CMP 239C.

**AIS 240****Desktop Publishing**

3 credits

Offered every fall semester

Emphasizes basic to intermediate skills in desktop publishing through a variety of modern, real-life activities using current versions of Microsoft Publisher and Microsoft Word. Students will develop skills in making design and typography decisions, handling multi-column documents, inserting and editing graphics, and creating styles and charts. Students will create a portfolio of business documents to demonstrate mastery. Word processing skill is needed. Identical to CMP 240.

**AIS 241****Integrated Business Projects**

3 credits

Offered every spring semester

Perequisite: AIS 238 or instructor approval

Reinforces the major office applications found in suite software: word processing, electronic presentations, spreadsheets, and databases. Students use the applications software in real-world situations that show the significance of learning the software and that require decision-making and problem-solving skills. Students will create an administrative professional portfolio.

**AIS 297****Workshop**

1 to 6 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Administrative Information Services.

**AIS 298****Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Administrative Information Services.

**AIS 299****Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

**AGRICULTURE****AGR 135****Conservation and Natural Resources**

3 credits

Offered every fall semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course discusses the fundamentals of ecology and their relevance to anthropomorphic impacts on ecosystems. This is a liberal studies course for non-science majors with an emphasis on contemporary environmental issues. Identical to BIO 105 without lab.

**AGR 230****Gardening and Landscaping**

3 credits

Offered every spring semester

Students will learn the basic principles of gardening and landscaping in a desert and semi-arid environment. Conventional and organic gardening principles and practices will be taught. Successful completion of this course will fulfill the training requirements for the University of Arizona Cooperative Extension Master Gardener Program.

**AGR 297****Workshop**

1 to 6 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Agriculture.

**AGR 298****Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Agriculture.

**AGR 299****Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

**ADVANCED MANUFACTURING TECHNOLOGY****AMT 101****Fundamentals of Machining**

2 credits

Offered every fall semester

Activity/Personal Enrichment

This course teaches the principles of machining and metal cutting using modern machine tools, hand tools, and precision measuring tools. Students will learn to use an engine lathe, milling machine, and hand drill.

**AMT 102****Materials for Industry**

3 credits

Offered every fall semester

This course examines the appropriate use of metals, ceramics, polymers, acrylics, and composites in product manufacturing and fabrication.

**AMT 104****Machining and Fabrication**

3 credits

Offered every spring semester

Prerequisite: AMT 101 or instructor approval

This course will help students develop an understanding and appreciation of the machine tool industry and the processes which produce metal projects. Focuses on using mills, lathes, and hand tooling to fabricate various products from a variety of metals using precise measurements and holding precise tolerances.

**AMT 110****Introduction to Fab Lab Technology**

2 credits

Offered every fall and spring semester

Successful completers of this course will qualify to work in the Fab Lab with supervision. This course introduces participants to concepts and tools used in a Fab Lab environment. Students learn proper safety procedures, machine setup, and operation of key Fab Lab equipment. Participants will work collectively to keep the lab safe, organized, and clean.

**AMT 111****Fab Lab Workshop I**

1 to 3 credits

Offered every fall and spring semester

Prerequisite: AMT 110 or instructor approval

This workshop allows participants an opportunity to turn an idea into a small usable product using Fab Lab machines and equipment. Students will investigate ideas to develop and bring ideas to reality. Students will be supervised and assisted to ensure proper safety procedures are followed, machine setup is correct and guided to ensure correct operation.

Students will work collectively to keep the Fab Lab safe, organized, and the workstation cleaned up. Students will also be required to understand associated costs of supplies used in the fabrication process.

**AMT 211****Fab Lab Workshop II**

1 to 3 credits

Offered every fall and spring semester

Prerequisite: AMT 111 and DRF 154 or DRF 220 or instructor approval

This workshop allows students an opportunity to turn an idea into a small usable product using EAC Fab Lab equipment and CAD software. Students will investigate, develop, and bring ideas into reality. Students will be supervised and assisted to ensure proper safety procedures are followed and machine set-up is correct. Students will be guided to ensure equipment is used safely and correctly. Fab Lab students will work collectively to keep the Fab Lab safe, organized, and clean. Students will also be required to understand associated costs of supplies used in the fabrication process.

**AMT 220****Advanced Manufacturing Methods**

4 credits

Offered every spring semester

Prerequisite: AMT 104 or instructor approval

This course will focus on using manual tools, mill and lathe to produce parts from an industry standard drawing. Students will develop a process plan to establish the step-by-step process for part production. Students will use this process plan to ensure each part produced meets tolerances allowed as noted on drawing. The course also explores the work opportunities related to the emerging careers in the Advanced Manufacturing field.

**AMT 240****Advanced Manufacturing Production Processes**

3 credits

Offered upon request

Prerequisite: AMT 110 and AMT 220 or instructor approval

This course focuses on using manual machines, 3D printers, laser cutters, CNC (Computer Numerical Control) routers, plasma cutters, and CNC lathes and mills to produce multiple projects. Core to this course will be the study of industry products to improve their function and usability. Students will be required to develop and follow a manufacturing process plan from CAD (computer aided design) drawing. Students will also be required to upload a project's machine code and manufacture parts within drawing/print callouts and specifications.

# COURSE DESCRIPTIONS

## ART

### ART 101 DSUN ART 1112

#### Fundamentals of Design

3 credits

Offered every fall semester

Covers the elements and principles of design in two-dimensional composition through a series of problem solving projects.

### ART 102

#### Color and Design

2 to 3 credits

Offered every spring semester

Principles of color theory as related to the visual arts.

### ART 104

#### 3D Design

3 credits

Offered every spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course will study the history of designed three-dimensional forms while practicing designing and creating three-dimensional forms using various media and techniques.

### ART 111 DSUN ART 1111

#### Drawing

1 to 3 credits

Offered every fall semester

Activity/Personal Enrichment

Study and practice of various representational drawing techniques in various media.

### ART 111B

#### Drawing/The Creative Process

2 credits

Offered upon request

Activity/Personal Enrichment

In this beginning course, students will sketch 3-dimensional forms in chiaroscuro and create one- and two-point perspective drawings.

### ART 114

#### Figure Drawing for Art Majors

2 to 3 credits

Offered every spring semester

Activity/Personal Enrichment

Prerequisite: ART 111

Drawing from draped models, supplementary study of anatomy.

### ART 122

#### Beginning Stained Glass I

1 to 2 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Precision glass cutting, copper foil, and lead came techniques are developed in the creation of stained glass for interior and architectural art objects.

### ART 123

#### Beginning Stained Glass II

1 to 2 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Precision glass cutting, copper foil, and lead came techniques are developed in the creation of stained glass for interior and architectural art objects.

### ART 124

#### Introduction to Gemology

2 credits

Offered upon request

Activity/Personal Enrichment

Introduction to identification, grading, and valuation for diamonds, colored stones, pearls, and precious metals.

### ART 128

#### Beginning Digital Photography

3 credits

Offered every fall and spring semester

Prerequisite: CMP 099 or CMP 101 or CMP 103 or instructor approval

Exploration of basic camera techniques, lighting, composition, digital photography, and digital photo editing by computer, via lecture, critique, and picture taking.

### ART 133 DSUN ART 1101

#### World Art I

3 credits

GE category: Diversity and Inclusion, Global/International/Historical Awareness, Humanities

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Survey of the history of art from the Paleolithic period to the Renaissance, including non-Western art.

### ART 134 DSUN ART 1102

#### World Art II

3 credits

GE category: Diversity and Inclusion, Global/International/Historical Awareness, Humanities

Offered every spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Survey of the history of art from the Renaissance to Contemporary Art.

### ART 141

#### Mixed Media Techniques in Contemporary Painting

2 credits

Offered upon request

Offered in Gila County only

Activity/Personal Enrichment

This course is designed to provide instruction in the numerous techniques, materials, and approaches to mixed media painting in contemporary art, including the use of tools, application of materials, and composition.

### ART 143

#### Beginning Acrylic Painting I

1 to 3 credits

Offered upon request

Offered in Gila County only

Activity/Personal Enrichment

This course is designed to provide an introduction to the numerous techniques, materials and approaches to painting with acrylics, including use of tools and materials, composition, color theory and mixing, use of underpainting, washes, glazing, masking, light, shadow, and depth.

### ART 144

#### Beginning Acrylic Painting II

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Prerequisite: ART 143

Continuation of ART 143.

### ART 145

#### Beginning Watercolor I

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Explore and use beginning techniques, styles, and methods for watercolor painting. Development of skills with an emphasis on highly finished work.

### ART 146

#### Beginning Watercolor II

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Explore and use beginning techniques, styles, and methods for watercolor painting. Development of skills with an emphasis on highly finished work.

### ART 147

#### Beginning Oil Painting I

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Oil painting materials and techniques including composition, structure, and expression are studied.

### ART 148

#### Beginning Oil Painting II

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Prerequisite: ART 147 or instructor approval

Continuation of ART 147.

### ART 151

#### Beginning Sculpture I

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Basic techniques in modeling small sculpture using terra cotta or stoneware clays. Basic principles of three-dimensional design.

### ART 152

#### Beginning Sculpture II

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of ART 151.

### ART 153

#### Beginning Scrapbooking I

1 to 2 credits

Offered every fall and spring semester

Activity/Personal Enrichment

The student is introduced to the methods and techniques of modern scrapbooking. The student will learn how to develop quality page layouts through paper selection, cropping photos, journaling, embossing, and incorporation of computer generated images and text. Many additional scrapbooking techniques currently being used in the scrapbooking industry will also be explored.

### ART 154

#### Beginning Scrapbooking II

1 to 2 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of ART 153. A continuation of methods and techniques of modern scrapbooking.

### ART 159

#### China Painting

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

This class will cover the act of painting overglazes on the surface of china or tile blanks.

### ART 161

#### Beginning Ceramics I

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Problems in hand-forming, wheel work, design, glazes, decorative processes, clays, and firing are covered.

### ART 162

#### Beginning Ceramics II

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of ART 161.

### ART 171

#### Beginning Crafts I

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of various crafts.

### ART 171A

#### Beginning Crafts I - Tole Painting

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of various crafts utilizing the artistic technique of tole painting.

**ART 171B****Beginning Crafts I - Nativity**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

This course provides instruction in ceramic techniques leading to the creation of a ceramic nativity scene. Techniques that will be taught include the preparation of unique painted designs, layers of acrylic paint colors, and the assembly of mixed media components such as jewels, leather bags, and tiny clay pots.

**ART 171D****Beginning Crafts I – Taxidermy**

2 credits

Offered upon request

Activity/Personal Enrichment

Emphasizes mounting a small life-size mammal, a small bird and a fish. Includes the construction of habitats. Comprises proper measuring techniques, skin preparation, form selection, mounting procedures and the restoring of color to skin-mounted fish, and the preparation and painting of reproduction fish.

**ART 172****Beginning Crafts II**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Continuation of ART 171.

**ART 172A****Beginning Crafts II - Tole Painting**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Continuation of ART 171A.

**ART 172B****Beginning Crafts II - Nativity**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Continuation of ART 171B.

**ART 172D****Beginning Crafts II – Taxidermy**

3 credits

Offered upon request

Activity/Personal Enrichment

Emphasizes mounting a medium life-size mammal and a medium life-size bird. Includes the construction of habitats. Comprises proper measuring techniques, skin preparation, form selection, mounting procedures, and the restoring of color.

**ART 173****Beginning Jewelry I**

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Additional Fees Apply

Fundamentals of jewelry making, covers basic fabrication of jewelry from sheet and wire, covers forming and soldering.

**ART 174****Beginning Jewelry II**

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Additional Fees Apply

Fundamentals of jewelry making, covers basic fabrication of jewelry from sheet and wire, covers forming and soldering.

**ART 176****Beginning Gem Faceting I**

2 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Faceting machine is used to develop skills in gem stone faceting. A variety of cuts and styles are used depending on the natural qualities and shape of the stone.

**ART 177****Beginning Gem Faceting II**

2 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of ART 176. Faceting machine is used to develop skills in gem stone faceting. A variety of cuts and styles are used depending on the natural qualities and shape of the stone.

**ART 178****Beginning Lapidary I**

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Additional Fees Apply

An introductory course in the study and application of classifying, selecting, cutting, shaping, and polishing minerals and gem stones.

**ART 179****Beginning Lapidary II**

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Additional Fees Apply

Continuation of ART 178. An introductory course in the study and application of classifying, selecting, cutting, shaping, and polishing minerals and gem stones.

**ART 181****Graphic Design I**

3 credits

Offered every fall semester

Principles, tools, techniques, and media in graphic design layout. Includes layout, presentation, and concept development.

**ART 182****Graphic Design II**

3 credits

Offered every spring semester

Prerequisite: ART 181 or instructor approval

A continuation of principles, tools, techniques, and media in graphic design layout. Includes layout, presentation, and concept development.

**ART 186****Digital Illustration**

3 credits

Offered every fall semester

Introduction to industry standard software for creating computer generated artwork and documents, with emphasis on creation of a variety of readable, professionally laid-out documents, which meet design and printing industry standards. Students will be introduced to the basic use of Adobe Illustrator tools, illustrating of graphics, typography and layout design.

**ART 187****Beginning Photoshop**

3 credits

Offered every fall and spring semester

Introduction to using Photoshop software for the technical and creative use of raster image creation, editing, and compositing, while applying design principles and concepts.

**ART 188****Digital Publishing**

3 credits

Offered every fall semester

An introduction to electronic or desktop publishing on the Mac computer. Topics will include the development of text and graphics and the use of the page layout program, Adobe InDesign, to create a variety of documents for digital or print publication.

**ART 189****Typography**

3 credits

Offered every spring semester

A study of type including the history and development of type, terminology, fonts and their uses, type in design, composition, and typesetting on the computer.

**ART 190****Beginning Fibers I**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Use of fibers through a variety of techniques. Includes introduction to off-loom weaving, on-loom weaving, machine knitting, and basketry.

**ART 191****Beginning Fibers II**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Further development of techniques developed in ART 190. Student will be able to work with more independence and less guidance than in ART 190 since basic concepts have been introduced.

**ART 216****Illustration I**

3 credits

Offered every Spring semester

Prerequisite: ART 111

Exploration of varied techniques, styles, and media for illustration. Development of skills; emphasis on highly finished work.

**ART 217****Illustration II**

3 credits

Offered every spring semester

Prerequisite: ART 216

Exploration of varied techniques, styles, and media for illustration. Development of skills; emphasis on highly finished work.

**ART 222****Intermediate Stained Glass I**

1 to 2 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of ART 122-123. Precision glass cutting, copper foil, and lead came techniques are developed in the creation of stained glass for interior and architectural art objects.

**ART 223****Intermediate Stained Glass II**

1 to 2 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of ART 222.

**ART 228****Intermediate Digital Photography**

3 credits

Offered upon request

Prerequisite: ART 128

Exploration of intermediate and advanced camera techniques, photographic styles, lighting, composition, digital photography, and digital photo editing.

**ART 243****Intermediate Acrylic Painting I**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Prerequisite: ART 144

This course is designed to further explore and use the numerous techniques, materials, and approaches to painting with acrylics, including use of tools and materials, composition, color theory and mixing, use of underpainting, washes, glazing, masking, light, shadow, and depth.

**ART 244****Intermediate Acrylic Painting II**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Prerequisite: ART 243

Continuation of ART 243.

# COURSE DESCRIPTIONS

## ART 245

### Intermediate Watercolor I

1 to 3 credits

Offered every fall and spring semester  
Activity/Personal Enrichment  
Prerequisite: ART 146 or instructor approval

Explore and use advanced techniques, styles, and methods for watercolor painting. Development of skills with an emphasis on highly finished work.

## ART 246

### Intermediate Watercolor II

1 to 3 credits

Offered every fall and spring semester  
Activity/Personal Enrichment  
Prerequisite: ART 245 or instructor approval

Explore and use advanced techniques, styles, and methods for watercolor painting. Development of skills with an emphasis on highly finished work.

## ART 247

### Intermediate Oil Painting I

1 to 3 credits

Offered every fall and spring semester  
Activity/Personal Enrichment  
Prerequisite: ART 148 or instructor approval

Introduction to oil painting materials and techniques.

## ART 248

### Intermediate Oil Painting II

1 to 3 credits

Offered every fall and spring semester  
Activity/Personal Enrichment  
Prerequisite: ART 247 or instructor approval

Continuation of ART 247.

## ART 251

### Intermediate Sculpture I

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Continuation of ART 151-152. Develops techniques and skills in modeling, the creation of sculpture, and casting basic to composition.

## ART 252

### Intermediate Sculpture II

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Continuation of ART 251.

## ART 253

### Intermediate Scrapbooking I

1 to 2 credits

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of ART 154. A continuation of methods and techniques of modern scrapbooking.

## ART 254

### Intermediate Scrapbooking II

1 to 2 credits

Offered every fall and spring semester  
Activity/Personal Enrichment  
Continuation of ART 253. A continuation of methods and techniques of modern scrapbooking.

## ART 261

### Intermediate Ceramics I

2 to 3 credits

Offered upon request  
Activity/Personal Enrichment  
Continuation of ART 161-162. Problems in hand-forming, wheel work, design, glazes, decorative processes, clays, and firing are covered.

## ART 262

### Intermediate Ceramics II

2 to 3 credits

Offered upon request  
Activity/Personal Enrichment  
Continuation of ART 261.

## ART 263

### Firing Techniques I

1 to 2 credits

Offered upon request  
Activity/Personal Enrichment

Methods of firing ranging from pit fire, sigillata, raku, and majolica, using low-fire clay bodies such as terra cotta and low-fire electric kiln cone 06 firing range. This hands-on course will consist of making ware, preparation of kiln, firing, unloading, and cleaning up.

## ART 264

### Firing Techniques II

2 credits

Offered upon request  
Activity/Personal Enrichment

A continuation of ART 263. Methods of firing ranging from pit fire, sigillata, raku, and majolica, using low-fire clay bodies such as terra cotta and low-fire electric kiln cone 06 firing range. This hands-on course will consist of making ware, preparation of kiln, firing, unloading, and clean up.

## ART 271

### Intermediate Crafts I - Nativity

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Design and execution of various crafts.

## ART 271A

### Intermediate Crafts I - Tole Painting

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Continuation of ART 172A.

## ART 271B

### Intermediate Crafts I - Nativity

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment  
Continuation of ART 172B.

## ART 271D

### Intermediate Crafts I – Taxidermy

3 credits

Offered upon request  
Activity/Personal Enrichment

Emphasizes mounting a large life-size bird and a big game animal. Includes the construction of habitats. Comprises proper measuring techniques, skin preparation, form selection, mounting procedures, and the restoring of color.

## ART 272

### Intermediate Crafts II

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment  
Continuation of ART 271.

## ART 272A

### Intermediate Crafts II - Tole Painting

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment  
Continuation of ART 271A.

## ART 272B

### Intermediate Crafts II - Nativity

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment  
Continuation of ART 271B.

## ART 273

### Intermediate Jewelry I

1 to 3 credits

Offered every fall and spring semester  
Activity/Personal Enrichment  
Additional Fees Apply

Continues advancing skills begun in ART 173 and ART 174, including fabrication of jewelry from sheet and wire, forming and soldering, sand casting, metal and wood inlays, overlays and marriage of metals.

## ART 274

### Intermediate Jewelry II

1 to 3 credits

Offered every fall and spring semester  
Activity/Personal Enrichment  
Additional Fees Apply

Advanced fabrication techniques including chain making and box construction. Emphasis is on the development of personal expression in the design of jewelry.

## ART 276

### Intermediate Gem Faceting I

2 to 3 credits

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of skills practiced in ART 176 and ART 177. Faceting machine is used to develop skills in gem stone faceting. A variety of cuts and styles are used depending on the natural qualities and shape of the stone.

## ART 277

### Intermediate Gem Faceting II

2 to 3 credits

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of ART 276. Faceting machine is used to develop skills in gem stone faceting. A variety of cuts and styles are used depending on the natural qualities and shape of the stone.

## ART 278

### Intermediate Lapidary I

1 to 3 credits

Offered every fall and spring semester  
Activity/Personal Enrichment  
Additional Fees Apply

Continuation of ART 178 and ART 179. A more advanced study of lapidary arts, gem identification, material suitability, tools and techniques, and may introduce the student to the facetting of precious gems and the art of intarsia.

## ART 279

### Intermediate Lapidary II

1 to 3 credits

Offered every fall and spring semester  
Activity/Personal Enrichment  
Additional Fees Apply

Continuation of ART 278. A more advanced study of lapidary arts, gem identification, material suitability, tools and techniques, and may introduce the student to the facetting of precious gems and the art of intarsia.

## ART 285

### Printmaking

3 credits

Offered every spring semester  
Activity/Personal Enrichment

Printmaking processes for synthesis into a form of personal expression. Emphasis on etching, intaglio, block printing, and serigraphy.

## ART 287

### Advanced Photoshop

3 credits

Offered every spring semester

Prerequisite: ART 187 with a grade of "C" or higher or instructor approval  
Continuation of skills learned in ART 187, leading to an intermediate level of image editing using Adobe Photoshop. Focus on more complex image manipulation and compositing using filters, channels, layers, and masks.

**ART 289****Portfolio Development**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Prerequisite: ART 181 with a grade of "C" or higher or instructor approval

This class is intended for Graphic Design majors in their final semester. Graphic Design majors will develop a portfolio to be used as a base for exploring employment (including self-employment) opportunities, further career development, renewed and/or continued education and training, and personal development.

**ART 290****Intermediate Fibers I**

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Further development of techniques developed in ART 191. Use of fibers through a variety of techniques. Includes introduction to off-loom weaving, on-loom weaving, machine knitting, and basketry.

**ART 291****Intermediate Fibers II**

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Continuation of ART 290 with more independent decision making regarding projects and their production.

**ART 297****Workshop**

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Designed to meet a variety of needs for students in Art.

**ART 298****Workshop**

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Designed to meet a variety of needs for students in Art.

**ART 299****Independent Study**

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

A survey of modern astronomy introducing topics from our solar system and other planetary systems, galaxies, the evolution of stars, and the methods and technology used to explore planetary and stellar processes. Included with this course is a lab that introduces the student to astronomical observations with the use of a series of telescopes and lab exercises.

**AST 127****Operating the GAO Telescope**

1/2 credit

Offered upon request  
Activity/Personal Enrichment

Learn to properly operate and maintain the Tinsley Corporation, 20-inch, Cassegrain, reflecting telescope, and its ancillary equipment, at the Gov Aker Observatory (GAO) on the Discovery Park Campus.

**AST 129****MGIO Guide and Driver Training**

1/2 credit

Offered upon request  
Activity/Personal Enrichment

Training for guides and van drivers to conduct Mount Graham International Observatory (MGIO) educational visits up and down Mount Graham for the purpose of visiting the three observatories (VATT, SMT, LBT), discussing the history and astronomy projects of these facilities, and presenting discussions on the local flora, fauna, and geology throughout the visit.

electronic systems.

**AUT 106****Internal Combustion Engines**

4 credits

Offered upon request

This course provides theory, diagnosis, and service common to all automotive internal combustion engines. Course includes engine rebuilding and performance testing. This course prepares students for the ASE certification test on engine repair.

**AUT 107****Automotive Electrical Systems and Equipment**

2 credits

Offered every fall semester

This course provides a study of automotive starting, supplemental restraint (air bags), and charging electrical systems and components. An emphasis is placed on electrical system diagnosis and electrical repair. Course gives students the opportunity to use various industry-standard, diagnostic, electrical equipment and testing techniques. Prepares the student to take the ASE certification test on electrical/electronic systems.

**AUT 110****Fuel and Emission Systems**

2 to 3 credits

Offered every fall semester

This course provides theory, diagnosis, and service information related to vehicle fuel and emission systems. Course includes an opportunity to analyze, test, and diagnose fuel and emission components and systems. This class, together with AUT 260 or AUT 220, prepares students for the ASE certification test on engine performance.

**AUT 120****Manual Transmission and Drive Train**

3 credits

Offered fall semester in even-numbered years

This course provides instruction related to power train theory, diagnosis, and service of clutches, driveline, synchronesh transmissions, and final drives. Course covers standard transmission, transaxles, and 4-wheel drive operation. Prepares the student for the ASE certification test on manual drive train.

**AUT 131****Steering and Suspension Systems**

3 credits

Offered every spring semester

Course provides theory, diagnosis and the repair of automotive steering and suspension systems. Course includes an in-depth study of tires and wheels, wheel balancing, two and four wheel alignment, and diagnostic and service techniques. Course prepares students for ASE certification test on steering and suspension systems.

**AUT 132****Automotive Brake Systems**

2 credits

Offered every fall semester

This course provides the theory, diagnosis and the repair of automotive brake systems. This is an in-depth study of disc and drum brake systems. The course covers anti-lock brakes, hydraulic operation, and brake system service, diagnosis and repair. Prepares students for ASE certification test on brakes.

**AUT 150****Automotive Painting and Refinishing**

3 credits

Offered upon request  
Activity/Personal Enrichment

Students taking this course will study automotive painting, minor repair, and refinishing techniques. The course will provide instruction related to automotive paint types, painting and refinishing, and minor body repairs (forming, shaping and body filler use).

**AUT 180****Automotive Service Techniques**

2 credits

Offered upon request

Course provides individualized self-paced instruction in service and repair of automotive engines, electrical, transmissions, brakes, suspension, and A/C. Course includes an opportunity for the individual to service and repair vehicle systems and components using computer-based reference material. In this course's modular lab assignments, emphasis is placed on each student's ability to demonstrate practical application of learned skills. This course prepares students for all eight ASE certification tests.

**AUT 220****Automotive Electronics and Computerized Vehicle Controls**

2 credits

Offered spring semester in odd-numbered years

Prerequisite: AUT 105 and AUT 110 or instructor approval

This course provides a study of automotive power train computerized systems and addresses electronic principles. Course includes an in-depth study of computerized engine/power train control operation, trouble shooting techniques, and proper repair of these systems. This course requires each student have basic skills and knowledge in electrical/electronic fundamentals and prepares the student to take the ASE tests which have electrical/electronic or automotive computer control system questions.

**ASTRONOMY****AST 103****Introduction to Astronomy**

4 credits

GE category: Lab Science

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

# COURSE DESCRIPTIONS

## AUT 230 Automatic Transmissions

4 credits

Offered fall semester in odd-numbered years

This course teaches operating principles of modern automatic transmissions and transaxles. Course includes diagnosis, maintenance, testing, repair, and basic information on computerized power train control systems. This course prepares students for the ASE certification test on automatic transmissions/transaxles.

## AUT 260 Vehicle Performance and Diagnosis

3 credits

Offered every spring semester in even-numbered years

Prerequisite: AUT 105 and AUT 110 or instructor approval

This course provides instruction in computerized power train system operation and diagnostic procedures. Course includes an in-depth study in modern ignition, fuel, and power train computer-controlled systems. Course provides in-depth knowledge related to various onboard vehicle diagnostic processes. This course gives the student the opportunity to use industry-standard testing equipment such as PC-based scopes and hand-held scanners. Course requires an understanding of automotive electrical and electronic fundamentals and together with AUT 110, prepares the student for ASE certification test on engine performance.

## AUT 266 Vehicle Heating and Air Conditioning

3 credits

Offered every spring semester

This course provides instruction on basic operating principles, diagnosis, and service of modern automotive heating and air conditioning systems. Course includes an in-depth study of a/c system operation, diagnostic and service procedures, and environmental concerns. Prepares students for ASE certification test on heating and air conditioning.

## AUT 280 Advanced Shop

4 credits

Offered every spring semester

Prerequisite: AUT 180 or AUT 101 and AUT 105 or instructor approval

Course provides students with an opportunity to perform advanced automotive service work in preparation for entry into the automotive trade. Course includes an option for students to develop skills at an automotive worksite. This course addresses all service and repair on any vehicle system and provides the student exposure to shop management operations and strategies. This course is intended for the automotive major only and prepares the student to take all eight ASE automotive certification exams.

## AUT 297 Workshop

1 to 6 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Automotive Technology.

## AUT 298 Workshop

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Automotive Technology.

## AUT 299 Independent Study

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## BIO 160 Introduction to Human Anatomy and Physiology

4 credits

GE category: Lab Science

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Study of structure and dynamics of the human body. For students who desire one semester in anatomy and physiology.

## BIO 181 BIO 1181 General Biology I

4 credits

GE category: Lab Science

Offered every fall semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Designed for Biology majors. Principles of structure and function of living things at molecular, cellular, and organismic levels of organization. One year of high school chemistry or one semester of college level chemistry recommended.

## BIO 182 BIO 1182 General Biology II

4 credits

GE category: Lab Science

Offered every spring semester

Prerequisite: BIO 181

A continuation of BIO 181. Supplemented by laboratory investigations.

## BIO 201 BIO 2201 Human Anatomy and Physiology I

4 credits

GE category: Lab Science

Offered every fall and spring semester

Prerequisite: A grade of "C" or higher in one of the following courses: BIO 100, BIO 160, BIO 181, CHM 130, CHM 138 or CHM 151

Study of the structure and function of the human body. Topics include cells, tissues, integumentary system, skeletal system, muscular system, and nervous system.

## BIO 202 BIO 2202 Human Anatomy and Physiology II

4 credits

GE category: Lab Science

Offered every fall and spring semester

Prerequisite: BIO 201

Continuation of structure and function of the human body. Topics include the endocrine, circulatory, respiratory, digestive, urinary, and reproductive systems.

## BIO 205 BIO 2205 Microbiology

4 credits

GE category: Lab Science

Offered every fall and spring semester

Prerequisite: BIO 100 or BIO 160 or BIO 181 or BIO 201 or CHM 130 or CHM 138 or CHM 151

Study of microorganisms and their relationship to health, ecology, and related fields.

## BIO 226 Ecology

4 credits

GE category: Lab Science

Offered every fall semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Arizona contains a broad diversity of biotic and abiotic variables acting upon the plant and animal species that have adapted to life in a sometimes harsh, desert environment. These fragile ecosystems have been affected from both a positive and negative standpoint by an increasing human population. This course will provide students with a basic understanding of ecological principles, concepts of energy flow through an environment, and knowledge and hands-on experiences to better understand the characteristics, restoration strategies, interactions within, and stewardship for healthy ecosystems.

## BIO 235 GIS Tools in Forestry and the Environment

2 credits

Offered every spring semester

This course provides an introduction to Geographic Information Systems (GIS) concepts and GIS software. Students will learn processes related to manipulating spatial and tabular data, querying a database, presenting data clearly, and effectively using maps, reports, and charts. Problem-solving and spatial modeling tools will be introduced.

## BIO 295 Undergraduate Biological Research

4 credits

Offered every spring semester

This course is a unique opportunity for students to apply and practice what they have learned about the research process. Whether collaborating with a mentor project or carrying out their personal research proposal, students discuss, analyze and critique their work through portfolio entries and team sessions coordinated by the instructor. Coursework culminates in a Poster Session of student research at the close of the semester.

# BIOLOGICAL SCIENCE

## BIO 100 Biology Concepts

4 credits

GE category: Lab Science

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

An integrated course dealing with both plants and animals, related to our environment from molecule to biosphere. A liberal studies course for non-science majors with an emphasis on contemporary issues.

## BIO 101B Birds of the Gila Valley

1 credit

Offered upon request

Students will develop an appreciation of the anatomy and function of flight relative to birds and their habitat. This class examines bird behavior and methods of bird identification using applications, guides, and other tools.

## BIO 105 Environmental Biology

4 credits

GE category: Lab Science

Offered every fall semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course discusses the fundamentals of ecology and their relevance to anthropomorphic impacts on ecosystems. This is a liberal studies course for non-science majors with an emphasis on contemporary environmental issues.

**BIO 298****Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Biological Science.

**BIO 299****Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

**BUSINESS**

(For more business courses, see Business Administration and Small Business Management)

**BUS 101****Fundamentals of Accounting**

3 credits

Offered every fall and spring semester

Concurrent enrollment in BUA 233 not permitted

An accounting and record keeping course of practical value to many people at home or in business. Covers theory of debits and credits of most common accounts, the trial balance, and financial reports. Students with special aptitude in bookkeeping who plan to continue in accounting should take BUA 233 and BUA 243 instead. Concurrent enrollment in BUA 233 not permitted.

**BUS 111****Business Mathematical Calculations**

3 credits

GE category: AAS degree only

Offered every fall and spring semester

Instruction and practice in fundamental business operations. Begins with basic mathematical operations and then continues through payroll, banking, interest, income tax, and other areas of business mathematics.

**BUS 122****Managing Personal Finances**

1 credit

Offered every fall and spring semester

This course will cover financial responsibilities, planning for the future, budgets, income, careers, spending, credit, debt, saving, and investing.

**BUS 143****Real Estate Fundamentals**

6 credits

Offered upon request

Provides an overview of Real Estate Fundamentals and meets the qualifications for the student to take the State of Arizona Real Estate test.

**BUS 171****International Business**

3 credits

Offered upon request

Overview of international business to introduce students to international trade concepts. Focus of the course is on international business environment issues that influence global business practices, decisions, and applications.

**BUS 181****Reception Management**

3 credits

Offered upon request

This course is a study of skills, attitude, and performance as they relate to front desk employees engaged in the hotel/motel industry.

**BUS 205****Accounting with QuickBooks**

3 credits

Offered every fall semester

Activity/Personal Enrichment

Prerequisites: BUS 101 or BUA 233 and CMP 101 or CMP 103 or instructor approval

This course is designed to assist students and small business owners in performing accounting tasks by using a computer software package designed specifically for accounting purposes. Students will develop skills to operate a computer to implement the following functions: recording transactions, generating financial and management reports, setting up and maintaining a system, and developing business budgets. The course utilizes the QuickBooks accounting software.

**BUS 211****Retail Management**

3 credits

Offered every spring semester

Principles and practices used in the management of retail stores. Includes site selection, layout, organization, staffing, positioning, customer service, promotional techniques, and all aspects of the buying function.

**BUS 214****Contemporary Sports Management**

3 credits

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

An introduction to local, national, and international sport, legal issues, and ethics in sport management, and its influence on society and culture. Assess and analyzes the increasing globalization of the sports industry and develops an understanding of the similarities and differences in sport management practices and applications around the world. Includes current trends in sports research and management. Covers the history of the sports industry, terminology, and career opportunities.

Identical to HHP 214.

**BUS 221****Human Resource Management**

3 credits

Offered every fall and spring semester

Human resource theory and practice, planning, recruitment, placement, employee development, evaluation, benefits and services, health and safety, and employee relations.

**BUS 251****Human Relations**

3 credits

GE category: AAS degree only

Offered every fall and spring semester

Emphasizes application of basic psychological principles to the understanding and influencing of human behavior, particularly in personal and business relationships.

**BUS 261****Fundamentals of Investing**

3 credits

Offered upon request

Evaluation of various investment forms including study of inflation, taxation, government securities, stocks and bonds, real estate, and retirement plans.

**BUS 297****Workshop**

1 to 6 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Business.

**BUS 298****Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Business.

**BUS 299****Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

**BUSINESS****ADMINISTRATION**

(For more business courses, see Business and Small Business Management)

**BUA 101****Introduction to Business**

3 credits

Offered every fall and spring semester

Organization, functions, activities, and roles of business in the American economic system; orientation to business terminology, practices, problems, and career opportunities. Primarily for freshmen majoring in some area of business.

**BUA 150****Introduction to Project Management**

3 credits

Offered every fall semester

This course is designed to introduce the student to the basic principles of project management in the construction, business, and technology fields.

**BUA 151****Scheduling and Cost Estimating**

3 credits

Offered every spring semester

This course is designed to teach various types of scheduling and estimating methods and the importance of incorporating these concepts into the completion of a successful construction, business, or technological project.

**BUA 160****Medical Law and Ethics**

2 credits

Offered every fall semester

Prerequisite: Admission to Eastern Arizona College's Radiologic Technologist Program

This course examines the essentials of pertinent laws and the ethical demands found in a healthcare setting, preparing students to respond to legal and ethical dilemmas.

**BUA 200****Introduction to Organizational Leadership**

3 credits

Offered every fall semester

This course presents a broad survey of leadership theory and research as currently practiced in formal organizations. Includes examination of leadership models, power and influence, team leadership, cross-cultural leadership, strategic styles of interaction, ethics, leadership skill development, decision-making techniques, and effective goal implementation.

# COURSE DESCRIPTIONS

## BUA 201

### Strategies for Career Preparation

3 credits

Offered every spring semester  
Activity/Personal Enrichment

This course is designed to help students develop skills necessary to perform a comprehensive career self-assessment, a social media audit and to search and apply for jobs. The course includes creating an application, cover letter, resume, references, letters of recommendation, and thank you notes. Communication and interviewing skills are developed and live interviews conducted.

## BUA 210

### Society and Business

3 credits

GE category: Diversity and Inclusion, Social Sciences

Offered every fall and spring semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

An introduction to the study and scientific inquiry of issues and demands placed on business enterprise by owners, customers, government, employees, and society. Included are social, ethical, and public issues and analysis of the social impact of business responses.

## BUA 220 DSUN BUS 2201

### Business Statistics

3 credits

Offered every fall and spring semester  
Prerequisite: MAT 140 or higher with a grade of "C" or higher or placement test score as established by District policy

This course provides business applications of descriptive and inferential statistics, measurement of relationships, and statistical process management including the use of spreadsheet software for business statistical analysis.

## BUA 221 DSUN ECN 2201

### Principles of Macroeconomics

3 credits

GE category: Diversity and Inclusion, Global/International/Historical Awareness, Social Sciences

Offered every fall and spring semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Studies aggregates of the entire economy; concentrates on national income analysis, business cycles, the money and banking system, the global economy, and fiscal and monetary policy. Concurrent enrollment with BUA 223 not recommended.

## BUA 223 DSUN ECN 2202

### Principles of Microeconomics

3 credits

GE category: Diversity and Inclusion, Social Sciences

Offered every fall and spring semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Study of forces affecting individual productive units including analysis of price determinants through supply and demand, cost and equilibrium of firms under perfect and imperfect competition, distribution of income, and selected current problems. Concurrent enrollment in BUA 221 not recommended.

## BUA 233 DSUN ACC 2201

### Uses of Accounting Information I

3 credits

Offered every fall and spring semester

Introduction to the uses of financial information for internal and external purposes. Emphasizes using accounting information to meet the needs of financial decision makers, financial statement analysis, and understanding the business cycle.

## BUA 243 DSUN ACC 2202

### Uses of Accounting Information II

3 credits

Offered every fall and spring semester

Prerequisites: BUA 233

Introduction to the uses of financial information for internal and external purposes. Emphasizes using accounting information to meet the needs of financial decision makers, focusing on analysis for use by management.

## BUA 245

### Legal Environment of Business

3 credits

Offered every fall and spring semester

Introduces the sources and basic principles of the law as it relates to business, including the U.S. legal system, the Constitution, sources of the law, business ethics; and studies a variety of applications of the law in contracts, torts, agency, and government regulation of business.

## BUA 259

### Business Communications

3 credits

GE category: AAS degree only

Offered every fall and spring semester

The study of oral and written communication in the occupational setting.

## BUA 289

### Business Capstone

3 credits

Offered every fall and spring semester  
Prerequisite: BUS 101 or BUA 233 and BUA 259 or instructor approval

Develops skills for planning a business. Multiple areas of business planning will be covered, including analyzing the social and legal environment, vetting personnel, organizing operations, planning marketing (including product, distribution, location and promotion), forecasting finances and identifying potential business pitfalls.

## BUA 297

### Workshop

1 to 6 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Business Administration.

## BUA 298

### Workshop

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Business Administration.

## BUA 299

### Independent Study

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

or higher or reading placement test score as established by District policy

For students with little or no background in chemistry. The first half of this one semester course includes an introduction to general principles of chemistry including measurements, atomic structure, chemical bonding, naming compounds, states of matter, solutions, and chemical reactions with applications in health care. The second half of the course covers aspects of organic and biological chemistry that directly affect health care. They include sections on hydrocarbons, organic functional groups, carbohydrates, lipids, proteins, enzymes, nucleic acids, and metabolic pathways that provide energy for life.

## CHM 151 DSUN CHM 1151

### General Chemistry I

4 credits

GE category: Lab Science

Offered every fall semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Provides the student with knowledge of the fundamental principles of chemistry with an emphasis on matter and measurement, states of matter, atomic structure, chemical periodicity, chemical bonding, chemical reactions, stoichiometry, energy of reactions, aqueous solutions, and properties of gases. The student also applies critical thinking strategies in scenario and inquiry-based laboratory activities. Recommend completion of at least two years high school algebra and one year high school chemistry or college equivalent.

## CHM 152 DSUN CHM 1152

### General Chemistry II

4 credits

GE category: Lab Science

Offered every spring semester

Prerequisite: CHM 151

Provides the student with knowledge of the fundamental principles of chemistry with an emphasis on the control of chemical reactions and the chemistry of the elements. Chemical kinetics, equilibria, acids-base chemistry, entropy of reactions, electron transfer reactions, nuclear chemistry, and an introduction to organic chemistry will be explored. The student will also apply critical thinking strategies in scenario and inquiry-based laboratory activities.

## CHM 235 DSUN CHM 2235

### General Organic Chemistry I

4 credits

GE category: Lab Science

Offered every fall semester

Prerequisite: CHM 152

General principles of organic chemistry with emphasis on reactivity and synthesis. Topics include bonding, structure and properties of organic compounds, stereochemistry, overview of organic reactions, kinetics and thermodynamics,

# CHEMISTRY

## CHM 130 DSUN CHM 1130

### Fundamental Chemistry

4 credits

GE category: Lab Science

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course is designed to help students understand basic chemical principles and master problem-solving skills. Students will develop an understanding of how those concepts and skills are relevant to other courses and their daily lives. Chemical topics covered in the course include basic science concepts, measurements, atomic theory, bonding, stoichiometry, states of matter, solutions, acids and bases, and nuclear chemistry.

## CHM 138

### An Introduction to General, Organic, and Biological Chemistry

4 credits

GE category: Lab Science

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C"

structure, synthesis, and reaction of alkenes, alkynes, and alkyl halides, nucleophilic substitution and elimination reactions, structure determination using Mass Spectrometry, Infrared Spectroscopy, and Nuclear Magnetic Resonance Spectroscopy, aromaticity, and electrophilic aromatic substitution reactions.

### **CHM 236 DSUN CHM 2236 General Organic Chemistry II**

4 credits  
GE category: Lab Science, Intensive Writing

Offered every spring semester

Prerequisite: CHM 235 with a grade of "C" or higher and ENG 101 with a grade of "C" or higher

Continuation of CHM 235. General principles of organic chemistry with continued emphasis on reactivity and synthesis. Topics include the study of alcohols, ethers, epoxides, sulfides, conjugated systems, aromatic compounds, ketones, aldehydes, amines, carboxylic acids and their derivatives, enols, carbohydrates, nucleic acids, amino acids, peptides, proteins, lipids, and polymers.

### **CHM 298**

#### **Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Chemistry.

### **CHM 299 Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## **COMMERCIAL DRIVERS LICENSE**

### **CDL 100 Commercial Driver License**

#### **Prep**

2 credits

Offered Upon Request

Prerequisite: Admission to Eastern Arizona College's CDL Program

This course is a study of basic theories, applied laws, and practices related to operating a commercial vehicle under the guidelines of the Federal Motor Carrier Safety Administration (FMCSA) and the Arizona Department of Transportation/Motor Vehicle Division (ADOT MVD). Instruction will include preparation for doubles and triples, tankers, and hazmat endorsements. The successful student will test with ADOT MVD at the end of the course to receive their Class A CDL Learners Permit. Students must be a

minimum age of 18 years old at the start of class, provide a birth certificate or U.S. passport, have a valid Arizona motor vehicle license for a minimum of one year, be an Arizona resident, be at least 21 years old to transport placarded amounts of hazardous material or work in interstate commerce, and obtain a U.S. Department of Transportation Medical Certificate. Students who are between 18 and 21 years of age are restricted to driving only in Arizona and transporting non-placarded amounts of hazardous material. Potential students should be aware prospective employers will review their MVD driving records and may require a five year background records check.

### **CDL 101 Commercial Driving: Closed Course**

2 credits

Offered Upon Request

Additional Fees Apply

Prerequisite: Instructor Approval

Students must have a current CDL Learners Permit from Arizona Department of Transportation/Motor Vehicle Division (MVD) and a current U.S. Department of Transportation Medical Certificate. This course covers trip planning, pre-trip inspections, driver's hours of service rules, managing log books, using an air brake system, proper procedures for backing and parking tractor trailers, coupling and uncoupling tractor trailers, cargo handling, and compliance, safety, and accountability. Students will be operating a commercial vehicle on a closed course. This course requires an additional course fee.

### **CDL 102 Commercial Driving: Behind the Wheel**

1 credit

Offered Upon Request

Additional Fees Apply

Prerequisite: Instructor Approval

Students must have a current CDL Learners Permit from Arizona Department of Transportation/Motor Vehicle Division (ADOT MVD) and a current U.S. Department of Transportation Medical Certificate. This course covers commercial vehicle inspections and continued skill development of combination vehicle maneuvers including braking, turning, shifting, space management, and speed control. Students will follow Federal Motor Carrier Safety Administration (FMCSA) and ADOT guidelines and rules while driving the commercial vehicle on the open road. This course requires an additional course fee.

### **CDL 110 Commercial Driving: Behind the Wheel Refresher**

1 credit

Offered Upon Request

Additional Fees Apply

Prerequisite: Instructor Approval

Students must have a current CDL license or Learners Permit from Arizona Department of Transportation/Motor

Vehicle Division (ADOT MVD) and a current U.S. Department of Transportation Medical Certificate. This course covers commercial vehicle inspections and the continued skill development of combination vehicle maneuvers including braking, turning, shifting, space management, and speed control. Students will follow Federal Motor Carrier Safety Administration (FMCSA) and ADOT guidelines and rules while driving the commercial vehicle on the open road. This course requires an additional course fee.

## **COMMUNICATION STUDIES**

### **COM 100 DSUN COM 1100 Introduction to Human Communication**

3 credits

Offered every fall semester

A topics-oriented introduction to basic theories, dimensions, and concepts of human communicative interaction and behavior.

### **COM 115 DSUN COM 1110 Introduction to Interpersonal Communication**

3 credits

GE category: Diversity and Inclusion  
Social Sciences

Offered every fall semester

ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course will introduce students to the concepts and practices involved in interpersonal communication interactions. The course will cover the many dimensions of interpersonal communication including, but not exclusively, fundamental building blocks, perceptions, and self-concepts as they relate to communication interactions, interpersonal relationships, nonverbal communications, interpersonal conflict, deception, and interpersonal skills and dynamics in personal and professional relationships.

### **COM 200 Basic Communication Theory**

3 credits

Offered every fall semester

Prerequisite: ENG 101 with a grade of "C" or higher

This course will introduce students to the breadth of theoretical approaches in the field of communication. The course will survey the many dimensions of study including, but not exclusively, interpersonal communication, influence, media, rhetorical analysis, organizational, and gender communication focus areas.

### **COM 201**

#### **Public Speaking**

3 credits

GE category: Social Sciences, Diversity and Inclusion

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Study and practice of effective, audience-centered public speaking. Includes methodology of written and spoken communication.

### **COM 205**

#### **Survey of Communication Research**

3 credits

Offered every spring semester

Prerequisite: ENG 101 with a grade of "C" or higher and COM 200 with a grade of "C" or higher

This course introduces students to the breadth of research approaches and application in the field of communication. The course surveys the many dimensions of research methodologies including, but not exclusively: ethnography, survey, factor analysis, rhetorical, historical, and narrative and auto-ethnographic analyses and research in media and popular culture.

### **COM 215**

#### **Interviewing Principles and Practices**

3 credits

GE category: Intensive Writing, Options Offered every fall semester

Prerequisite: ENG 101 with a grade of "C" or higher

This course introduces students to the concepts and practices related to multiple interviewing approaches. The course covers the multiple methodologies, interview settings and approaches, communication behaviors and principles, written and oral interviewing practices, and addresses the interviewing skills of both an interviewer and interviewee. Structures of interviews, instrumentations, multiple formats including: informational, recruiting, survey, health, performance reviews, employment and persuasive interviews is also covered.

### **COM 260**

#### **Elements of Intercultural Communication**

3 credits

GE category: Diversity and Inclusion, Social Sciences, Intensive Writing Offered every spring semester

Prerequisite: ENG 101 with a grade of "C" or higher

This course will introduce students to intercultural and cross-cultural concepts and practices in the field of communication. The course covers globalization of communication, historical understandings of intercultural interactions, cultural identity, intercultural relationships, nonverbal communication expectancies, cultural practices, and the

# COURSE DESCRIPTIONS

communication behaviors embedded within intercultural interactions.

## **COM 271 SUN COM 2271 Small Group Communication**

3 credits

Offered every spring semester

This course will introduce students to the breadth of theoretical approaches and practices related to communication in small group settings. During the course students will have the opportunity to study communication interaction approaches and put into practice the skills identified as effective communication strategies in small groups.

## **COM 298**

### **Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in the Communication Studies Program.

## **COM 299**

### **Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in the Communication Studies Program.

# COMPUTERS

## **CMP 099 Computers for Beginners**

2 credits

Developmental course - does not count for graduation credit

Offered upon request

Activity/Personal Enrichment

A first course for beginning computer users designed to introduce students who have never used a computer to the basic elements of running a computer in a comfortable, structured manner with significant instructor support in the lecture/demonstration mode.

## **CMP 100 Working in Technology**

3 credits

Offered every fall semester

Students will explore different areas of Information Systems/Technology in an effort to choose the right career path right for them. Students will explore educational and career options and evaluate which will best suit their needs. Emphasis is placed on creating a career and education plan to provide a clear path to success. Further, this course explores what technology is, what influences the acceptance of technology, and various skills needed to succeed in the field of Information Systems/Technology.

## **CMP 101**

### **Introduction to Computers**

3 credits

GE category: AAS degree only

Offered every fall and spring semester

A first course in computers designed to provide students with a hands-on experience of the personal computer and its uses in society. Basic operating system functions as well as application programs from the current Microsoft Office Suite will be taught including Word, Excel, and PowerPoint. True beginners may want to consider CMP 099, Computers for Beginners, before taking this course.

## **CMP 103 CIS 1120 Introduction to Computer**

### **Based Systems**

3 credits

GE category: GE Options, AAS degree only

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Explores the world of computers in business and society. Included topics are: digital literacy, the Internet and its multiple uses, AI, computers and mobile devices, programs and apps, digital safety/security, coding/programming, components of computers and mobile devices, definitions and examples of input and output, communications and networks, information and data management, and information systems. Business applications emphasize spreadsheet/database creation and manipulation, Word processing and email systems are also covered.

## **CMP 107**

### **Basic Principles of IT**

2 credits

Offered every fall semester

This course provides an introduction to Information Technology (IT) and is designed to familiarize students with basic IT concepts. Students considering careers in IT will use multiple learning formats to acquire foundational IT concepts and skills. Students will prepare for the TestOut IT Fundamentals Pro and CompTIA IT Fundamentals+ (FC0-U61) certification exams by covering portions of those exams. This course is the first in the sequence of two courses, CMP 107 and CMP 109.

## **CMP 108**

### **Introduction to Keyboarding Technique**

1 credit

Offered every fall and spring semester

This course is designed to teach the keyboard and proper keyboarding technique. Identical to AIS 108.

## **CMP 109**

### **Intermediate Principles of IT**

2 credits

Offered every spring semester

Prerequisite: CMP 107

Continuation of CMP 107.

## **CMP 110**

### **Current Applications**

2 credits

Offered upon request

Provides individuals with the opportunity to develop personal projects in varieties of current software such as spreadsheet, database, word processing, multimedia, Internet and other applications for microcomputers, which cannot take place in courses where time is given to learn a software package, but not to use it for personal project design and implementation. Not for computer majors, except as elective.

## **CMP 110AM**

### **PC Troubleshooting and Repair**

1 credit

Offered upon request

This course is designed to teach the basic principles of PC troubleshooting and repair, including providing a basic knowledge of PC components and their function and how to use Windows built-in diagnostic tools. It provides a foundation in diagnosing common symptoms and catastrophic failures as well as proper hardware handling and removal and reinstallation of common components. It is recommended that students be familiar with basic Windows operating systems, navigation and menu and be able to use small hand tools.

## **CMP 110AN**

### **Intermediate PC**

### **Troubleshooting and Repair**

1 credit

Offered upon request

This course is a follow-up to CMP 110AM, providing intermediate PC troubleshooting and repair. Includes diagnosing common Windows system failures, changing system configurations, BIOS, and registry; downloading peripheral device drivers, and removal of CPU and motherboard. Recommendation: Completion of CMP 110AM or equivalent.

## **CMP 113**

### **Operating Systems I**

3 credits

Offered every spring semester

In this course the rationale behind various operating systems will be examined, namely: Microsoft Windows, Linux/Unix, Mac OS, and iOS. Hands-on experience will be gained using each operating system, including desktop management, file and folder manipulation, configuration, data manipulation, networking, proper operating system management, and operating system settings. It is recommended one introductory course in computers be completed prior to enrolling

in this course.

## **CMP 113D**

### **Apple OS**

1 credit

Offered every fall and spring semester

In this course, the rationale and use of the iOS/MacOS operating systems are explored and designed to provide experience using aspects of Apple's operating systems including: Settings, Gestures, Copying between programs, email setup and use, calendar setup and use, contacts setup and use, importing and exporting documents, iCloud setup and use, Keynote, and Pages. Continuing with MacOS operating system components including – file systems, OS organization, utilities and applications.

## **CMP 113E**

### **Microsoft OS**

1 credit

Offered every fall and spring semester

In this course the rationale behind the Windows operating system will be examined. Hands-on experience will be gained using the operating system, including desktop management, file and folder manipulation, the uses of the control panel, digital media capabilities, Internet and networking rationale, and maintaining, monitoring and optimizing personal computers. It is recommended that one introductory course in computers be completed prior to enrolling in this course.

## **CMP 113F**

### **Linux/Unix OS**

1 credit

Offered every fall and spring semester

In this course, the rationale behind the Linux/Unix operating system will be examined. Hands-on experience will be gained using each operating system, including desktop management, file and folder manipulation, configuration, data manipulation, networking, proper operating system management, and operating system settings.

## **CMP 118**

### **IT Fundamentals**

3 credits

Offered every fall semester

This course covers TestOut IT Fundamentals Pro and Prepares students for the TestOut IT Fundamentals Pro and CompTIA IT Fundamentals (FC0-U61) certification exams. Students considering careers in information technology will use multiple learning formats to acquire foundational concepts, knowledge, and skills.

## **CMP 120**

### **Introduction to Coding**

1 credit

Offered every fall semester

An introduction to software and programming concepts for students interested in visual or scripting languages. Topics include notations, data, operators, sequence, selection, repetition, and

subprograms.

### **CMP 121 Visual Basic Programming I**

3 credits

GE category: AAS degree only

Offered upon request

A comprehensive introduction to event-driven, object-oriented computer programming using the Visual Basic programming language. Students learn to write problem-solving programs and develop a wide variety of Windows applications in a graphical environment. The course uses Visual Basic to illustrate good programming practices, application development techniques, and overall visual design.

### **CMP 124 Computer Programming I**

3 credits

Offered upon request

A comprehensive introduction to software and programming concepts. Students will learn to write problem-solving programs and develop a wide variety of applications. The course uses a variety of techniques to illustrate good programming practices, application development techniques, and overall visual design. General programming concepts including data types, classes, objects, methods, decision and repetition structures, and string and array manipulation will be covered. Computer literacy is assumed.

### **CMP 128 C# Programming I**

3 credits

GE category: AAS degree only

Offered every spring semester

C# Programming I is an introductory programming course for vocational computer majors and students transferring to universities in a business program. Course concentration includes the Visual Studio integrated development environment including user interfaces and controls, and object-oriented programming concepts including data types, classes, objects, methods, decision and repetition structures, and string and array manipulation. Computer literacy is assumed. Identical to EGR 130.

### **CMP 129 C# Programming II**

3 credits

Offered every spring semester

Prerequisite: CMP 128

This course is an intermediate programming course for occupational computer majors and students transferring to universities in a business program. Course concentration includes the Visual Studio integrated development environment including user interfaces and controls, object-oriented programming concepts including structures, enumerated types, dictionaries, classes, and databases. Computer literacy is assumed.

### **CMP 145 iOS Application Development I**

3 credits

Offered every fall semester

This course is an introductory programming course for vocational computer majors utilizing the Xcode application, the programming language Swift, and various iOS frameworks. Students will explore design patterns, coding conventions and guidelines, and essential concepts including storyboards and Cocoa Touch Frameworks. Computer literacy is assumed.

### **CMP 151 Computer Systems I**

3 credits

Offered every fall semester

Designed to provide understanding and experience with hardware and operating systems at the technical support level, exploring aspects of the PC, including: computing, PC technician troubleshooting skills and tools, hardware performance, PC system components, peripheral devices and drivers, storage options and standards, networking theory and components, wireless networking concepts, printing processes, mobile devices, Windows system management, file management, security, and troubleshooting.

### **CMP 152 Computer Systems II**

3 credits

Offered every spring semester

Designed to provide an understanding and experience with hardware and operating systems at the technical support level, exploring aspects of the PC, including: wireless networking concepts, printing processes, mobile devices, Windows system management, file management, security, and troubleshooting.

### **CMP 155 Google IT Professional I**

3 credits

Offered every fall semester

This course is based on Google's IT Professional Certificates, which are designed to provide the job-ready skills students need to start or advance their IT careers. This course along with CMP 156, Google IT Professional II, introduces troubleshooting, customer service, networking, operating systems, system administration, and security — all fundamentals of IT support that are critical for success in the workplace.

### **CMP 156 Google IT Professional II**

3 credits

Offered every fall semester

This course is based on Google's IT Professional Certificates, which are designed to provide the job-ready skills students need to start or advance their IT careers. This course along with CMP 155, Google IT Professional I, introduces troubleshooting, customer service, networking, operating systems, system

administration, and security — all fundamentals of IT support that are critical for success in the workplace.

### **CMP 161 Electronic Spreadsheet with Microsoft Excel**

3 credits

Offered every fall and spring semester

Comprehensive, practical applications and techniques using Microsoft Excel with hands-on experience in the computer laboratory. The beginning through advanced spreadsheet procedures taught will prepare the student to pass the Microsoft MOUS Expert Certification test. It is recommended that one introductory course in computers be completed prior to enrolling in this course.

### **CMP 170 Database Management with Microsoft Access**

3 credits

Offered every fall and spring semester

Prerequisite: CMP 101 or CMP 103

The student will participate in case-based approaches to the storing, modification, and extraction of information from a computerized database management system. The student will learn how to create and maintain database objects including tables, forms, queries, reports, pages, macros, and modules. Database design, security, and integration with other programs and the Internet is also covered. Student interested in Microsoft Office Specialist certification will find the course an excellent foundation for exam preparation.

### **CMP 201 Systems and Procedures**

3 credits

Offered every spring semester

Prerequisite: CMP 100 and CMP 103 or instructor approval

This course introduces the elements of information systems used in business organizations. Students will learn about systems development, e-business and e-commerce strategies, network and telecommunication issues, enterprise systems, ethics relating to information technology, and project and database management. Concepts will be reinforced through group participation in the form of research, hands-on activities, projects, and presentations. Students will use Microsoft Office, Microsoft Project, and other software as needed to complete individual and group projects.

### **CMP 230 Linux System Administration**

3 credits

Offered every fall semester

This course covers system architecture; Linux installation and package management; GNU and Unix commands; devices, Linux file systems, and the File System Hierarchy Standard; command line work, maintenance tasks.

### **CMP 239A Multimedia/Electronic Task Management**

1 credit

Offered every spring semester

One of three multimedia modules designed to give students a higher level of office technology skills. Using a Personal Information Manager (PIM) program, students will learn how to manage email, organize schedules, maintain contact lists and to-do lists, and keep a log of computer tasks. This module also includes integrating data to and from other applications. Identical to AIS 239A.

### **CMP 239B Multimedia/Digital Imaging**

1 credit

Offered every spring semester

One of three multimedia modules designed to give students a higher level of office technology skills. This module provides students with hands-on experience with digital imaging technology including scanners, digital cameras, and photo software. Students must be familiar with basic desktop publishing techniques to complete projects. Identical to AIS 239B.

### **CMP 239C Multimedia/Internet for Business**

1 credit

Offered every spring semester

One of three multimedia modules designed to give students a higher level of office technology skills. In this module, students learn and apply the tools, language, and culture of the Internet. Important ethical issues are addressed as individual and team Internet projects are completed. Projects will include web site design and research. Identical to AIS 239C.

### **CMP 240 Desktop Publishing**

3 credits

Offered every fall semester

Emphasizes basic to intermediate skills in desktop publishing through a variety of modern, real-life activities using current versions of Microsoft Publisher and Microsoft Word. Students will develop skills in making design and typography decisions, handling multi-column documents, inserting and editing graphics, and creating styles and charts. Students will create a portfolio of business documents to demonstrate mastery. Word processing skill is needed. Identical to AIS 240.

### **CMP 250 Networking Systems I**

3 credits

Offered every spring semester

This course is designed to provide understanding of network signaling processes, hardware, installation, and troubleshooting. CompTIA Network+ exam objectives are covered in this course. Topics include: protocols, connections, software, network hardware, and the OSI

# COURSE DESCRIPTIONS

Reference model, for use in local area networks (LANs) and wide area networks (WANs).

This course also prepares one for continuing on to Microsoft and Cisco certifications.

## **CMP 251 Networking Systems II**

3 credits

Offered every spring semester

This course is designed to provide an understanding of network signaling processes, hardware, installation, and troubleshooting. CompTIA Network+ exam objectives are covered. Topics include: wireless networking protocols, connections, software, network hardware as well as network security and network management for use in local area networks (LANs) and wide area networks (WANs). This course also prepares one for continuing on to Microsoft and Cisco certifications.

## **CMP 255 Server Systems I**

3 credits

Offered every spring semester

In this course, the fundamentals of virtualization and virtualization techniques are explored. Students will have the opportunity to install, configure, manage, and deploy virtual servers and workstations. It is recommended that the student take a course discussing basic network technologies such as CMP 107 and CMP 109 OR CMP 118 prior to attempting this course. Core elements of virtualization are explored as well as the fundamental concepts and skills; students will learn how virtualization software operates, different hypervisor products, and how to manage hardware resources, such as CPU, memory, storage, networking, and other components within virtual environments.

## **CMP 272 Website Development I**

3 credits

Offered every fall and spring semester

This course prepares the student to develop basic websites for use in all areas of society. The student will develop an understanding of networking requirements for the Internet in regards to web development. Students will learn web site design, planning, and organizational skills. The student will learn and use a wide variety of website development tools at introductory levels. Applications and skills taught will include beginning Dreamweaver, HTML, XHTML, all current standards in industry. Before enrolling in this course, it is suggested the student have a thorough knowledge of Internet terminology and be comfortable using common Internet features including uploading and downloading files. To be successful, intermediate skills in file management, i.e., saving, copying, moving, and creating files and folders, are needed. A beginning course in the Internet or Operating Systems would be helpful.

## **CMP 273 Website Development II**

3 credits

Offered every spring semester

Prerequisite: CMP 272

This course prepares the student to develop advanced websites for use in all areas of society. The student will learn and use a wide variety of website development tools at advanced levels. Applications and skills taught will include, but not be limited to, Dreamweaver, HTML, JQuery, JavaScript, Bootstrap, CSS Grids, and all current standards in industry.

## **CMP 280 Database Design and Development**

3 credits

Offered upon request

This course is designed to provide individuals with a complete introduction to database concepts and the relational database model. Topics include SQL, normalization, design methodology, DBMS functions, database administration, and other database management approaches, such as client/server databases, and object oriented databases. At the completion of this course, students should be able to understand a user's database requirements and translate those requirements into a valid database design. Students should have already completed CMP 170 Database Management with Microsoft Access or possess equivalent knowledge.

## **CMP 284 Ethical Hacker I**

3 credits

Offered every fall semester

This course is designed to provide an insight into current security scenario and increasing hacking attempts on various information systems. The goal of ethical hacking and countermeasures is to help the organizations take preemptive measures against malicious attacks by attacking the system themselves while staying within legal limits. Identical to CIS 235.

## **CMP 291 CIS Practicum**

5 credits

Offered every fall and spring semester

Prerequisite: CMP 100

A course to provide the computer major with an opportunity to gain work experience in the field of computers. The course makes use of all computer courses in the major and will be taken during the student's last semester of the degree or certificate course sequence.

## **CMP 297 Workshop**

1 to 6 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Computers.

## **CMP 298 Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Computers.

## **CMP 299 Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## **CIS 195 Networking Systems I**

3 credits

Offered every spring semester

This course is designed to provide understanding of network signaling processes, hardware, installation, and troubleshooting. CompTIA Network+ exam objectives are covered in this course. Topics include: protocols, connections, software, network hardware, and the OSI Reference model, for use in local area networks (LANs) and wide area networks (WANs). This course also prepares one for continuing on to Microsoft and Cisco certifications. Identical to CMP 250.

## **CIS 201 Securing Server Systems**

3 credits

Offered every spring semester

In this course, the fundamentals of virtualization and virtualization techniques are explored. Students will have the opportunity to install, configure, manage, and deploy virtual servers and workstations. Core elements of virtualization are explored as well as the fundamental concepts and skills. Throughout the course the student will come to understand how virtualization software operates, the different hypervisor products, and how to manage hardware resources, such as CPU, memory, storage, networking, etc., within virtual environments. Securing Windows servers, proper securing placement of servers, firewalls, and DMZs are explored.

## **CIS 215 Incident Handler**

3 credits

Offered every fall semester

This course is designed to provide a hands-on, structured approach for effective handling and responding to cyber security incidents. Students will gain in-depth knowledge and skills in incident handling and response preparation, incident validation and prioritization, incident escalation and notification, forensic evidence gathering and analysis, incident containment, systems recovery, and incident eradication.

## **CIS 220 Hacking Forensic Investigator**

3 credits

Offered every spring semester

This course is designed to provide necessary skills to perform an effective digital forensics investigation. The course presents a methodological approach to computer forensics, including searching and seizing, chain-of-custody, acquisition, preservation, analysis, and reporting of digital evidence. It is a comprehensive course covering forensic investigation scenarios that enable the acquisition of necessary hands-on experience on various forensic investigation techniques and standard forensic tools necessary to successfully carry out a computer forensic investigation leading to the prosecution of perpetrators.

# CYBER SECURITY

## **CIS 170 Working in Technology**

3 credits

Offered every fall semester

Students will explore different areas of Information Systems/Technology in an effort to choose the right career path right for them. Students will explore educational and career options and evaluate which will best suit their needs. Emphasis is placed on creating a career and education plan to provide a clear path to success. Further, this course explores what technology is, what influences the acceptance of technology, and various skills needed to succeed in the field of Information Systems/Technology. Identical to CMP 100.

## **CIS 180 IT Fundamentals**

3 credits

Offered every fall semester

This course covers TestOut IT Fundamentals Pro and prepares students for the TestOut IT Fundamentals Pro and CompTIA IT Fundamentals (FC0-U61) certification exams. Students considering careers in information technology will use multiple learning formats to acquire foundational concepts, knowledge, and skills. Identical to CMP 118.

## **CIS 191 Securing Operating Systems**

3 credits

Offered every spring semester

In this course, the rationale behind various operating systems will be examined, namely: Microsoft Windows, Linux/Unix, Mac OS, and iOS. Hands-on experience will be gained using each operating system, including desktop management, file and folder manipulation, configuration, data manipulation, networking, proper operating system management, and operating system settings. How to secure Windows, Linux, and Mac OS and an introduction to Windows and Linux OS security forensics will be explored.

**CIS 225****Network Defender**

3 credits

Offered every fall semester

This course is designed to provide necessary skills needed to analyze the internal and external security threats against a network and to implement security mechanisms to protect an organization's information. The course helps to evaluate network and Internet security issues and provides security solutions such as designing a security policy, troubleshooting networks, and digital signatures.

**CIS 235****Ethical Hacker I**

3 credits

Offered every fall semester

This course is designed to provide an insight into current security scenario and increasing hacking attempts on various information systems. The goal of ethical hacking and countermeasures is to help the organizations take preemptive measures against malicious attacks by attacking the system themselves while staying within legal limits. Identical to CMP 284.

**CIS 236****Ethical Hacker II**

3 credits

Offered every spring semester

This course is designed to provide an insight into current security scenario and increasing hacking attempts on various information systems. The goal of ethical hacking and countermeasures is to help the organizations take preemptive measures against malicious attacks by attacking the systems themselves while staying within legal limits.

**CIS 239****Cyber Security Capstone**

3 credits

Offered every spring semester

Prerequisite: CIS 170, CIS 191, CIS 215, CIS 220, CIS 225, CIS 235 or CMP 284, CIS 236

This course will serve Cyber Security program majors. The course will require students to synthesize and articulate learning from several core Cyber Security program courses. The course will discuss testing and learning techniques, allow students to prep for certification exams, and provide them with skills needed to obtain employment.

students' educational activities with on-the-job learning opportunities. Meetings with the coordinator are designed to assist students in identifying activities and competencies they will complete on the job. This can include learning job survival skills, improving technical skills, and developing effective human relations and communications skills.

The courses are designed to serve students from all disciplines who wish to experience supervised on-the-job training as part of their skills, upgrade their positions, or move to new career areas through job-related experiences and goals described in a written training plan.

Credit is based on total hours completed in on-the-job learning during the semester as follows:

75 hours (5 hrs/week) - 1 credit  
150 hours (10 hrs/week) - 2 credits  
225 hours (15 hrs/week) - 3 credits  
300 hours (20 hrs/week) - 4 credits

Before participating, you should:  
Select and begin pursuing a career objective.

Complete or be currently enrolled in one or more courses related to your career objective.

Be employed in, or be able to be placed in, a job that is related to your career objective, and with a supervisor (employer) who is willing to participate in the Cooperative Education experience. A student may enroll in Cooperative Education each semester until earning a maximum of eight credits.

**COE 101****Job Seeking Strategies**

1 to 2 credits

Offered upon request

This course is designed to help students develop the necessary paperwork to apply for jobs. Includes application, cover letter, résumé, references, letters of recommendation, and thank you notes. Communication and interviewing skills are developed and live interviews are conducted.

**COE 111****Cooperative Education I  
(Occupational)**

1 to 4 credits

Offered every fall and spring semester  
Activity/Personal Enrichment

Eastern Arizona College offers cooperative education courses for students who have selected a career objective. Designed to give students the opportunity to learn through supervised work experiences, the course integrates students' educational activities with on-the-job learning opportunities.

Meetings with the coordinator are designed to assist students in identifying activities and competencies they will complete on the job. This can include

learning job survival skills, improving technical skills, and developing effective human relations and communications skills.

The courses are designed to serve students from all disciplines who wish to experience supervised on-the-job training as part of their skills, upgrade their positions, or move to new career areas through job-related experiences and goals described in a written training plan. Project plus 75 lab hours per credit.

**COE 112****Cooperative Education II  
(Occupational)**

1 to 4 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Project plus 75 lab hours per credit.

**COE 113****Cooperative Education III  
(Occupational)**

1 to 4 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Project plus 75 lab hours per credit.

**COE 298****Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Cooperative Education.

**COE 299****Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

**COOPERATIVE EDUCATION**

Eastern Arizona College offers cooperative education courses for students who have selected a career objective. Designed to give students the opportunity to learn through supervised work experiences, the course integrates

**COS 103****Theory of Cosmetology II/  
Hairstyling**

2 credits

Offered upon request

Additional Fees Apply

Prerequisite: COS 101 or concurrent enrollment in COS 101

Continuation of Cosmetology Theory/ Hairstyling at an intermediate level. Basic manipulative skills in manicuring, professional image and conduct, and personal hygiene. Includes basic sciences in bacteriology, sanitation, and physiology pertaining to the head, face, hands, and arms. Theory and use of electricity and light as applied to cosmetology. The course also includes ethics and salon management.

**COS 105****Theory of Cosmetology III**

2 credits

Offered upon request

Additional Fees Apply

Prerequisite: COS 103 or concurrent enrollment in COS 103

Continuation of Cosmetology Theory at an advanced level. Basic manipulative skills in manicuring, shampooing, haircutting, curl construction, skin therapy, and hair treatments. Includes basic sciences in bacteriology, sanitation, and physiology pertaining to the head, face, hands, feet, legs, and arms. The course also includes ethics and salon management.

**COS 107****Theory of Cosmetology IV**

2 credits

Offered upon request

Additional Fees Apply

Prerequisite: COS 105 or concurrent enrollment in COS 105

Continuation of Cosmetology Theory at an advanced level to prepare for licensure and job opportunities. Basic manipulative skills in manicuring, shampooing, haircutting, hair coloring, hair relaxers, curl construction, skin therapy, and hair treatments. Includes basic sciences in bacteriology, sanitation, chemistry, and physiology pertaining to the head, face, hands, arms, legs, and feet. The course also includes professional ethics, licensure, and salon management.

**COS 108****Skin Care I**

1 credit

Offered upon request

Additional Fees Apply

Instruction in all basic facial manipulations, basic makeup application, hair removal, lash and brow tinting, and skin patch test.

# COURSE DESCRIPTIONS

## **COS 109**

### **Skin Care II**

2 credits

Offered upon request

Additional Fees Apply

Continuation of COS 108. Instruction in intermediate facial manipulations, makeup application, hair removal, lash and brow tinting, and skin patch test.

## **COS 111**

### **Permanent Waving, Shampooing, and Hairstyling I**

4 credits

Offered upon request

Additional Fees Apply

Basic instruction in permanent waving, chemical straightening, curling, shampooing, and hairstyling. Students will be instructed in basic manipulative skills, knowledge and safety precautions when giving chemical wave or chemical relaxer. Designed to bring student up to an intermediate level.

## **COS 113**

### **Permanent Waving, Shampooing, and Hairstyling II**

4 credits

Offered upon request

Additional Fees Apply

Prerequisite: COS 111 or concurrent enrollment in COS 111

Continuation of COS 111. Intermediate level of instruction in permanent waving, chemical straightening, curling, shampooing, and hairstyling. Students will be instructed in basic manipulative skills, knowledge and safety precautions when giving chemical wave or chemical relaxer. Designed to bring student up to an advanced level.

## **COS 115**

### **Permanent Waving, Shampooing, and Hairstyling III**

3 credits

Offered upon request

Additional Fees Apply

Prerequisite: COS 113 or concurrent enrollment in COS 113

Continuation of COS 113. Advanced level of instruction in permanent waving, chemical straightening, curling, shampooing, and hairstyling. Students will be instructed in basic manipulative skills, knowledge and safety precautions when giving chemical wave or chemical relaxer. Designed to bring student up to a professional level.

## **COS 117**

### **Permanent Waving, Shampooing, and Hairstyling IV**

2 credits

Offered upon request

Additional Fees Apply

Prerequisite: COS 115 or concurrent enrollment in COS 115

Continuation of COS 115. Professional level of instruction in permanent waving, chemical straightening, curling, shampooing, and hairstyling. Students will be instructed in

basic manipulative skills, knowledge and safety precautions when giving chemical wave or chemical relaxer.

## **COS 121**

### **Nail Care I**

1 credit

Offered upon request

Additional Fees Apply

Includes care and beautification of the hands, arms, feet, legs, and nails; practice in giving plain/oil manicures, pedicures, hand/arm massages, and foot/leg massages. A study is made of proper use of instruments, equipment, personal hygiene, sanitation, common nail conditions, diseases, and State Board rules and regulations affecting the cosmetologist performing manicuring, pedicuring, hand/arm and leg/foot massages.

## **COS 123**

### **Nail Care II**

1 credit

Offered upon request

Additional Fees Apply

Prerequisite: COS 121 or concurrent enrollment in COS 121

Continuation of COS 121. Includes care and beautification of the hands, arms, feet, legs, and nails; practice in giving plain/oil manicures, pedicures, hand/arm massages, and foot/leg massages. A study is made of proper use of instruments, equipment, personal hygiene, sanitation, common nail conditions, diseases, and State Board rules and regulations affecting the cosmetologist performing manicuring, pedicuring, hand/arm and leg/foot massages.

## **COS 125**

### **Manicuring I**

4 credits

Offered upon request

First of four courses for students seeking a manicuring license. Includes care and beautification of the nails, hands, legs, feet, and arms. Emphasis is on theory, proper use of instruments, equipment, personal hygiene, common nail conditions and diseases, basic nail techniques, and State Board rules and regulations affecting manicurists.

## **COS 127**

### **Manicuring II**

4 credits

Offered upon request

Prerequisite: COS 125 or concurrent enrollment in COS 125

Second course for students seeking a cosmetology or manicuring license. Emphasis is on additional skill building in areas covered in Manicuring I including bacteriology, sanitation, and disinfection, safety in the salon, and professional image.

## **COS 131**

### **Haircutting, Scalp Treatment, and Tinting I**

5 credits

Offered upon request

Additional Fees Apply

Instruction in all basic haircutting techniques. Introductory corrective scalp treatment, massage, hair reconditioning, current methods of hair coloring, bleaching, special effects, color corrections, and a skin patch test.

## **COS 133**

### **Haircutting, Scalp Treatment, and Tinting II**

4 credits

Offered upon request

Additional Fees Apply

Prerequisite: COS 131 or concurrent enrollment in COS 131

Additional instruction in haircutting techniques. Professional corrective scalp treatment, massage, hair reconditioning, current methods of hair coloring, bleaching, special effects, color corrections, and a skin patch test.

## **COS 135**

### **Haircutting, Scalp Treatment, and Tinting III**

4 credits

Offered upon request

Additional Fees Apply

Prerequisite: COS 133 or concurrent enrollment in COS 133

Advanced instruction in haircutting techniques. Professional corrective scalp treatment, massage, hair reconditioning, current methods of hair coloring, bleaching, special effects, color corrections, and a skin patch test.

## **COS 137**

### **Haircutting, Scalp Treatment, and Tinting IV**

2 credits

Offered upon request

Additional Fees Apply

Prerequisite: COS 135 or concurrent enrollment in COS 135

Professional instruction in haircutting techniques. Professional corrective scalp treatment, massage, hair reconditioning, current methods of hair coloring, bleaching, special effects, color corrections, and a skin patch test.

## **COS 150**

### **Manicuring III**

4 credits

Offered upon request

Additional Fees Apply

Prerequisite: COS 127 or concurrent enrollment in COS 127

Third course for students seeking a manicuring license. Emphasis is on advanced skill building in areas covered in Manicuring I and II, product chemistry, anatomy and physiology, the nail and its disorders, the skin and its disorders, and client consultation.

## **COS 152**

### **Manicuring IV**

4 credits

Offered upon request

Additional Fees Apply

Prerequisite: COS 150 or concurrent enrollment in COS 150

Final manicuring course for students seeking a manicuring license. Emphasis is on polishing all manicuring skills in preparation for a mock state board exam. Additional instruction in salon management and nail product/services sales.

## **COS 201**

### **Science for Cosmetology Instructors**

1 credit

Offered upon request

This course covers instructional techniques for teaching, demonstrations of the safe use of chemicals, safety precautions in the use of electricity and electrical equipment, and cosmetic chemistry. Theory and practical procedures are explained and demonstrated for each topic. Students must have a current cosmetology, hairstylist, aesthetics, or nail technician license and instructor permission.

## **COS 203**

### **Management for Cosmetology Instructors**

3 credits

Offered upon request

This course covers instructional techniques for teaching and mastering an introduction to personal improvement, Arizona laws and rules governing cosmetology business ethics, telephone techniques, receptionist techniques, and shop management. Student must have a current cosmetology, hairstylist, aesthetician, or nail technician license and instructor permission.

## **COS 205**

### **Instructing in Cosmetology I**

3 credits

Offered upon request

This course covers correct instructional procedures pertaining to manicuring, shampooing, finger waving, haircutting, curl construction, and chemical applications on the hair, skin, or nails enabling student instructors to stress all safety precautions and to demonstrate their manipulative skills to students clearly and confidently. Student must have a current cosmetology, hairstylist, aesthetician, or nail technician license and instructor permission.

## **COS 206**

### **Instructing in Cosmetology II**

3 credits

Offered upon request

Prerequisite: COS 205 or concurrent enrollment in COS 205

This course covers basic instructional methods and techniques for effectively instructing students in the cosmetologist profession. Skills taught

include haircutting with razor and scissors, observing and performing guidelines, roller placement, and chemical applications on the hair, skin, or nails. Students will learn clear and enthusiastic demonstration of all skills needed including designing lesson plans, demonstration schedules, theory schedules, quizzes and examinations, and observing and absorbing human relations in dealing with students and patrons. Student must have a current cosmetology, hairstylist, aesthetician, or nail technician license and instructor permission.

### COS 240 Cosmetology Refresher I

1 to 6 credits

Offered upon request

Professional level of instruction in permanent waving, chemical straightening, curling, shampooing, and hairstyling. Advanced instruction in haircutting techniques, hair color, bleaching, special effects, and color correction. Students will be instructed in these advanced techniques to ensure salon readiness.

### COS 241 Cosmetology Refresher II

2 to 6 credits

Offered upon request

Prerequisite: COS 240 or concurrent enrollment in COS 240

Professional level of instruction in advanced cosmetology techniques. Instructors will work individually with each student to help them achieve the cosmetology hours needed to better hone their practical skill in the industry. Students will be instructed in these advanced techniques to attain jobs in other states and to be thoroughly skilled in all aspects of the cosmetology curriculum.

## COUNSELING

### CSL 011 College Success Skills

1/2 credit

Developmental course - does not count for graduation credit

Offered upon request

Activity/Personal Enrichment

Provides the students with the ability to develop study strategies and to plan their academic program.

### CSL 100 Inspire College and Career Success

1 credit

Offered every fall semester

Designed to provide comprehensive support to assist students in college and career success planning.

### CSL 103 Leadership Techniques I

1 credit

Offered every fall semester

Activity/Personal Enrichment

This course on leadership is designed to provide the student with an opportunity to evaluate, understand, and sharpen their personal leadership skills. The focus of the course will be to learn and understand The 7 Habits of Highly Effective College Students.

### CSL 105 Personal Development

2 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of CSL 104 with further practice in defining values, improving communication skills, and understanding social problems.

### CSL 109 Orientation to Student Success

1 credit

Offered every fall and spring semester

Activity/Personal Enrichment

Provides the students with the ability to develop study strategies and to plan their academic programs and career decisions.

### CSL 111 Leadership for Organizational Development

2 credits

Offered upon request

Offered in Gila County only

A first course in leadership for organizational development designed to provide students with communication, organizational management, and leadership skills.

### CSL 114

#### Leadership Techniques II

1 credit

Offered every spring semester

Activity/Personal Enrichment

This course on leadership is designed to provide the student with an opportunity to research, review, and understand various characteristics of personal leadership.

### CSL 115 Community Outreach Through Service Learning

1 to 2 credits

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

This course provides service learning opportunities for students. The primary purpose is to instill personal value and appreciation for giving back to the community through service activities. This course also helps instill the importance of professional work traits, which can help students succeed as they enter the community workforce.

### CSL 120 Monster Bridge I

1 credit

Offered every fall semester

Activity/Personal Enrichment

Three days of sessions and activities taught by EAC faculty, staff, and returning students. When new students begin Monster Bridge I, they will be assigned to a group of Monster Mentors. Mentors are returning students that have achieved academic and social success at EAC. Mentors will accompany and assist in teaching new students about student services, academic support, campus and community navigation, EAC technology, campus safety, study skills, time and money management, social integration, job finding skills, career exploration, etc.

### CSL 122 Summer Bridge I

1 credit

Offered every fall semester

Activity/Personal Enrichment

Break-out sessions, self-reflection exercises, keynote speakers, and small group discussions will be utilized to educate, inform, and create relationships to promote a new student's post-secondary experience. Working to improve the student's college readiness and social integration, this course is also designed to develop reading comprehension and basic math skills in students with deficiencies.

### CSL 123 Summer Bridge II

1 credit

Offered every fall semester

Activity/Personal Enrichment

Break-out sessions, self-reflection exercises, keynote speakers, and small group discussions will be utilized to educate, inform, and create relationships to promote a new student's post-secondary experience. Working to improve the student's college readiness and social integration, this course is also designed to develop reading comprehension and basic math skills in students with deficiencies.

### CSL 297

#### Workshop

1 to 6 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Counseling.

### CSL 298

#### Workshop

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Counseling.

### CSL 299

#### Independent Study

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects

under faculty supervision.

## DANCE

### DAN 103 Beginning Ballroom Dance I

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Traditional and popular ballroom dance, also social skills.

### DAN 104 Beginning Ballroom Dance II

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Continuation of DAN 103.

### DAN 110 Beginning Folk Dance I

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Fundamental dance skills in folk dance.

### DAN 111 Beginning Folk Dance II

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Continuation of DAN 110.

### DAN 120 Beginning Modern Dance I

1 to 2 credits

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

An introduction to Modern Dance as a form of dance art.

### DAN 121 Beginning Modern Dance II

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Continuation of DAN 120.

### DAN 122 Beginning Jazz Dance I

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Dance skills in jazz.

### DAN 123 Beginning Jazz Dance II

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Continuation of DAN 122.

# COURSE DESCRIPTIONS

## DAN 132

### Beginning Ballet I

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

The study of ballet technique through the traditional exercises with proper awareness of style and phrasing.

## DAN 133

### Beginning Ballet II

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: DAN 132 or instructor approval

Continuation of DAN 132.

## DAN 141

### Traditional Hawaiian Dance I

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Students will learn traditional hula interpretations, fundamental footwork, and hand gestures. Students will learn to apply and express gestures for songs, lyrics, and meaning. Each student learns specific hulas and performs individually and as a group by the end of the course. Students are required to create their own hair adornments and leis all under the direction of the hula instructor.

## DAN 142

### Traditional Hawaiian Dance II

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Continuation of DAN 141. Students enhance their traditional hula interpretations, fundamental footwork, and hand gestures.

## DAN 145

### Traditional Samoan Siva Dance I

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Students will learn various traditional Samoan dances. Students are taught the basic foot work and hand gestures of traditional Siva and may be accompanied by chanting, Ipu (double gourd) or Pahu (drum). Students may be required to make accompanying implements such as hair adornments, leis, and Pa'u skirts under the direction of the instructor. Students are taught different historical aspects of Samoan mythology, genealogies, plants, and animals.

## DAN 146

### Traditional Samoan Siva Dance II

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Students will learn various traditional Samoan dances. Students are taught the basic foot work and hand gestures of traditional Siva and may be accompanied by chanting, Ipu (double gourd) or Pahu (drum). Students may be required to make accompanying implements such as hair adornments, leis, and Pa'u skirts under the direction of the instructor. Students are taught different historical aspects of Samoan mythology, genealogies, plants, and animals. Continuation of DAN 145.

## DAN 150

### Beginning Theatre Dance I

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Study and performance of a variety of dance styles for media dance entertainment to include modern, ballet, jazz, tap, and ballroom.

## DAN 151

### Beginning Theatre Dance II

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: DAN 150 or instructor approval

Continuation of DAN 150.

## DAN 203

### Intermediate Ballroom Dance I

1 credit

Offered upon request

Activity/Personal Enrichment

Traditional and popular ballroom dance, also social skills.

## DAN 204

### Intermediate Ballroom Dance II

1 credit

Offered upon request

Activity/Personal Enrichment

Continuation of DAN 203.

## DAN 210

### Intermediate Folk Dance I

1 credit

Offered upon request

Activity/Personal Enrichment

Fundamental dance skills in folk dance.

## DAN 211

### Intermediate Folk Dance II

1 credit

Offered upon request

Activity/Personal Enrichment

Continuation of DAN 210.

## DAN 222

### Intermediate Jazz Dance I

1 credit

Offered upon request

Activity/Personal Enrichment

Dance skills in jazz.

## DAN 223

### Intermediate Jazz Dance II

1 credit

Offered upon request

Activity/Personal Enrichment

Continuation of DAN 222.

## DAN 232

### Intermediate Ballet I

1 credit

Offered upon request

Activity/Personal Enrichment

Prerequisite: DAN 133 or instructor approval

The study of ballet technique through the traditional exercises with proper awareness of style and phrasing and introduce pointe work.

## DAN 233

### Intermediate Ballet II

1 credit

Offered upon request

Activity/Personal Enrichment

Prerequisite: DAN 232 or instructor approval

Continuation of DAN 232.

## DAN 240

### Dance Repertory

1 credit

Offered upon request

Activity/Personal Enrichment

The study of performance skills from pre-classic to contemporary dance forms, including folk repertory.

## DAN 250

### Intermediate Theatre Dance I

1 credit

Offered upon request

Activity/Personal Enrichment

Prerequisite: DAN 151

Study and performance of a variety of dance styles for media dance entertainment to include modern, ballet, jazz, tap, and ballroom.

## DAN 251

### Intermediate Theatre Dance II

1 credit

Offered upon request

Activity/Personal Enrichment

Prerequisite: DAN 250

Continuation of DAN 250.

## DAN 298

### Workshop

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Dance.

## DAN 299

### Independent Study

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

# DENTAL ASSISTING EDUCATION

## DAE 100

### Introduction to Dental Assisting

3 credits

Offered every fall semester

Offered in Gila County only

This course covers the history of dentistry, the education and characteristics of the dental assisting professional, members of the dental healthcare team, professional code of ethics in the field of dentistry, and the statutory law for the field of dentistry.

## DAE 101

### Dental Health and Safety

3 credits

Offered every fall semester

Offered in Gila County only

This course provides training to help the student understand the difference between regulations and recommendations pertaining to health and safety for employees and patients. The students will also identify professional organizations for dentists, dental assistants, and dental hygienists relative to safety training. Students will be given the opportunity to identify the government agencies and their function in relation to dentistry.

## DAE 105

### Oral Health and Dental Disease Prevention

3 credits

Offered every fall semester

Offered in Gila County only

Prerequisite: DAE 100, DAE 101, and BIO 160 or HCE 156 or concurrent enrollment in DAE 100, DAE 101, and BIO 160 or HCE 156

The learner will classify dental caries, discuss early childhood caries, and explain the importance of saliva related to tooth decay, explain the goal of CAMBRA, describe the prevalence of periodontal disease, identify the two basic types of periodontal disease and list and describe the seven basic care types.

## DAE 107

### Science in Dentistry

4 credits

Offered every fall semester

Offered in Gila County only

Prerequisite: DAE 105 or concurrent enrollment in DAE 105

This is an introductory course to bio-sciences as it relates to the oral embryology and histology, hand and neck anatomy, and tooth morphology. This course provides information on regions of the face (landmarks) and oral cavity. Upon completion, students will identify planes and associated body direction used to divide the body into sections and describe the four levels of organs of organization of the human body.

**DAE 109****Patient Information and Assessment**

3 credits

Offered every spring semester

Offered in Gila County only

Prerequisite: DAE 107 or concurrent enrollment in DAE 107

This course focuses on the preclinical skills needed for delivered dental care including the importance of managing patient records. Students will be trained on patient vital signs assessments and the role of the dental assistant in a medical emergency. Students will be introduced to the principles of pharmacology.

**DAE 112****Radiographic Imaging in Dentistry**

4 credits

Offered every spring semester

Offered in Gila County only

Prerequisite: DAE 107 or concurrent enrollment in DAE 107 or instructor approval

This course provides the student uses of dental imaging, explains how x-rays are produced, and identifies types of radiation. The student will also understand the effects of radiation and how radiation is measured. Radiation safety is discussed in this course.

**DAE 114****Foundations of Clinical Dentistry**

4 credits

Offered every spring semester

Offered in Gila County only

Prerequisite: DAE 107 or concurrent enrollment in DAE 107

This course focuses on the preclinical skills needed for delivered dental care including dental hand pieces and dental hand instruments. Topics also include moisture control, anesthesia and pain control.

**DIESEL****DSL 110****Diesel Service Techniques**

2 credits

Offered every fall semester

Course provides an overview of basic diesel equipment systems. This course provides safety and basic operational knowledge of diesel equipment systems. Course introduces students to service and maintenance inspection of engine, fuel, suspension, brakes, electrical, and drive train systems. Course includes information related to a diesel shop organization structure, product line information, and use of Caterpillar's service and repair information system.

**DSL 120****Diesel Engines**

4 credits

Offered every fall semester

Course provides theory, diagnosis, and service common to all diesel engines. Course includes engine rebuilding and performance testing. This course prepares students for the ASE Certification test on medium/heavy truck diesel engines.

**DSL 130****Diesel Electrical Systems****Design and Diagnosis**

3 credits

Offered every fall semester

Course provides a study of diesel starting, charging, and accessory electrical systems and components. Course places emphasis on electrical system diagnosis and electrical repair. Course allows students to use various industry standard diagnostic electrical equipment and testing techniques. Prepares the student to take the ASE certification test on electrical/electronic systems.

**DSL 140****Diesel Fuel Systems**

3 credits

Offered every fall semester

Course provides theory, diagnosis and service of hydro-mechanical and electronic diesel fuel systems. Course includes an opportunity to analyze fuel system components, and system operational characteristics. This course shall place emphasis on testing and service procedures of Caterpillar's mechanical and computer-controlled fuel systems. This class prepares students for the ASE Certification test related to heavy duty diesel fuel systems.

**DSL 150****Machine Hydraulics**

2 credits

Offered every spring semester

Prerequisite: TEC 112 or instructor approval

Course provides instruction in operational theory and testing techniques related to hydraulic components and circuits on mobile diesel equipment. Course provides students an opportunity to apply fluid power principles and investigate functional characteristic of hydraulic pumps, flow valves, pressure valves, directional valves, motors, cylinders, and accumulators. In this course, emphasis is placed on the student's ability to test, service, and repair diesel equipment hydraulic systems and system components.

**DSL 160****Heavy Equipment Drive Train**

3 credits

Offered every spring semester

Course provides theory, diagnosis, and service of clutches, driveline, synchro transmissions and final drives, torque converters, and automatic (Powershift) transmission. Course includes proper repair and service of assemblies for standard and automatic (Powershift) transmissions.

**DSL 170****Heavy Equipment Suspension, Steering and Brake Systems**

3 credits

Offered every fall semester

This course provides the theory, diagnosis and the repair of heavy equipment suspension, steering, and brake systems. This in-depth study includes tires and wheels, steering components, suspension types, and hydraulic and air brake systems. Course covers diagnostic and service techniques of suspension, steering and braking systems.

**DSL 220****Advanced Diesel Engines**

4 credits

Offered every spring semester

Prerequisite: DSL 120

This course provides in-depth operational information related to heavy duty diesel engine fuel, compression, air induction, and exhaust systems. It is the intent of this course to teach diagnosis and repair of mechanical engine concerns. Course requires students to isolate and repair mechanical engine, fuel, and air induction system concerns by requiring students to follow a strategic process. Students in this course will have an opportunity to use industry standard tooling, repair information systems, and engine repair processes. This course helps prepare students for ASE certification tests on heavy truck diesel engines.

**DRF 150****Dimensioning and Tolerancing**

1 credit

Offered every spring semester

An intensive course covering basic and advanced dimensioning techniques. Emphasis is placed on the ANSI Y14.5M standard for geometric dimensioning and tolerancing.

**DRF 154****Introduction to AutoCAD**

2 to 3 credits

Offered every fall and spring semester

Students will gain hands-on experience using AutoCAD computer drafting software. Emphasis is placed on the integration of 3D solid modeling and 2D drafting output. All drawings will meet the ASME Y14.5M standard.

**DRF 160****Descriptive Geometry**

3 credits

Offered every fall semester

Prerequisite: DRF 154 or concurrent enrollment in DRF 154

The study of lines, planes, successive auxiliary views, intersection of planes, angles between planes, developments, parallelism, perpendicularity, and the relationships between various geometric elements. All drawings will meet the ASME Y14.5M standard.

**DRAFTING TECHNOLOGY****DRF 104****Blueprint Reading**

2 credits

Offered upon request

Interpreting technical drawings and accompanying specifications. Emphasizes technical terms and symbols, industrial standards and tolerances. Reading of working drawings and sketches, basic drafting fundamentals and techniques are covered. Designated for non-drafting technicians.

**DRF 108****Technical Drafting**

2 credits

Offered upon request

Course is designed for students with little or no drafting background. Course content includes use of drafting equipment, drafting techniques, lettering, geometric construction, multi-view, isometric, section view, and auxiliary view drawings. All drawings will meet the ASME Y14.5M standard for dimensioning and drawing layout.

**DRF 170****Residential Architecture**

2 to 3 credits

Offered every spring semester

Prerequisite: DRF 154 or concurrent enrollment in DRF 154

Students will be instructed in residential architecture drafting techniques required to design and draft floor plans, exterior and interior details, and structural representations. The course will use architectural CAD software to develop a full set of residential house plans. All drawings will meet the American Architectural Graphic Standards, the International Building Code, the International Residence Code, ADA, and any additional local building and zoning requirements.

**DRF 220****Parametric Solid Modeling**

3 credits

Offered every spring semester

This course uses the latest in parametric modeling technology (SolidWorks & Autodesk Inventor) in the study of mechanical drafting, threads and fasteners, detail and assembly drawings, section views, and basic dimensioning and tolerancing techniques. Parametric modeling simulates manufacturing processes, and completed solid models can be easily transferred to production tools such as 3D printers or CNC machines. All drawings will meet the ASME Y14.5M standard.

## COURSE DESCRIPTIONS

### **DRF 230**

#### **Civil Drafting**

3 credits

Offered every fall semester

Prerequisite: DRF 154

Studies basic elements of map drafting including symbols, plotting contour lines, grid maps, elevation and profiles, closed and open traverse, legal descriptions, grading, volumes, street construction, and basic use of GPS systems. All drawings will meet the AASHTO Green Book, American Architectural Graphic Standards, the International Building Code, the International Residential Code, ADA, and any additional local building and zoning requirements.

### **DRF 232**

#### **Structural Drafting**

2 to 3 credits

Offered every spring semester

Prerequisite: DRF 154

A study of the basic elements of structural drafting including symbols, dimensioning, design, and detail drawing of steel and concrete structures. All drawings will meet the American Architectural Graphic Standards, the International Building Code, the International Residence Code, ADA, and any additional local building and zoning requirements.

### **DRF 235**

#### **Arc Geographic Information Systems I**

2 credits

Offered upon request

Prerequisite: DRF 230 with a grade of "C" or higher or instructor approval

This course provides an introduction to Arc Geographic Information Systems (GIS) concepts and GIS databases. Students will learn processes related to manipulating spatial and tabular data, querying a database, presenting data clearly, and effectively using maps, reports, and charts.

### **DRF 236**

#### **Arc Geographic Information Systems II**

3 credits

Offered upon request

Prerequisite: DRF 235 with a grade of "C" or higher

This course utilizes advanced Arc Geographic Information Systems (GIS) concepts and GIS databases. Students will design and create a GIS project using geodatabase and validation rules while learning to edit topology and perform spatial analysis.

### **DRF 262**

#### **Commercial Architecture**

2 to 3 credits

Offered upon request

Prerequisite: DRF 154

Course will focus on the use of CAD in the area of commercial architectural facilities layout and design. Projects

involve the creation of commercial floor plans, external elevations, and site plans. Emphasis is placed upon meeting the customer needs, local building codes, and industry standards. All drawings will meet the American Architectural Graphic Standards, the International Building Code, the International Residence Code, ADA, and any additional local building and zoning requirements.

### **DRF 271**

#### **Advanced AutoCAD**

2 to 3 credits

Offered every spring semester

Prerequisite: DRF 154

Course examines how to use advanced AutoCAD software capabilities. Students will focus on system customization including menu development, Advanced drawing techniques, assembly part modeling, and drafting applications will also be included.

### **DRF 290**

#### **Drafting Capstone Project**

2 credits

Offered every spring semester

Prerequisite: DRF 170 and DRF 230 with a grade of "C" or higher and prior or concurrent enrollment in DRF 220, or instructor approval

This is an end-of-program capstone project course to allow students the opportunity to create a complete drafting and design project from start to finish in one of the principal drafting related areas emphasized throughout the degree program: architectural, civil, or mechanical. Successful completion of this course will validate competencies from previous coursework. All architectural and civil drawings will meet the American Architectural Graphic Standards, the International Building Code, the International Residence Code, ADA, and any additional local building and zoning requirements. All mechanical drawings will meet the ASME Y14.5M standard.

### **DRF 297**

#### **Workshop**

1 to 6 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Drafting Technology.

### **DRF 298**

#### **Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Drafting Technology.

### **DRF 299**

#### **Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## **EARLY CHILDHOOD EDUCATION**

### **ECE 100**

#### **Foundations of Early Childhood Education**

3 credits

Offered every fall semester

Introduction to the field of Early Childhood Education including history, philosophy, and the application of child development techniques. Includes assessment techniques for observing and recording behaviors, communication skills, guidance techniques, developmentally appropriate practices and the role of the teacher in early childhood settings. Off campus observation and participation hours in a licensed childcare, or public school birth through age eight.

### **ECE 102**

#### **Early Childhood Curriculum**

3 credits

Offered every spring semester

This course provides the student with an introduction to methods and materials to assist young children three to five years of age in the learning process. Emphasis will be placed on assessment of children's learning, arrangement of indoor/outdoor space, music and movement, dramatic play and creative media. Students will locate, plan, implement, and evaluate creative learning activities using a variety of methods and materials.

### **ECE 105**

#### **Health, Safety, and Nutrition**

3 credits

Offered every fall semester

Nutrition education, menu planning, childhood diseases and illness, and sanitation and safety in group settings will be introduced. Protecting the health and safety of young children and promoting the development of lifelong health habits. Communication with health professionals and parents on health, safety, and nutrition issues will be included for children birth through age eight.

### **ECE 110**

#### **Infants and Toddlers Development**

3 credits

Offered every spring semester

This course will provide the students with an introduction to the principles of development in children from birth through 36 months. Emphasis will be placed on individuality of child and the adult role in providing a safe, stimulating environment for the development of the very young child.

### **ECE 120**

#### **Guiding Children's Social Development**

3 credits

Offered every spring semester

Students will gain knowledge in a study of positive guidance and discipline techniques that can be used to encourage children to develop self-discipline and responsibility for their own actions. Students will also learn the importance of assessing, understanding, and enhancing the development of communication skills of young children to help guide and develop a child's self-image. Students will learn how to translate information presented into related skills and procedures that support children's social development.

### **ECE 150**

#### **Practicum: Direct Field Experience Birth to Preschool**

2 credits

Offered every fall and spring semester

Prerequisite: ECE 100, ECE 102, ECE 105, ECE 110, ECE 120, or instructor approval

Supervised experience in the education, guidance and care of young children birth through age eight. Course begins with four weeks of classroom instruction on developmentally appropriate curriculum, guidance techniques, and age appropriate activities. Students will complete first aid certification, and must show proof of fingerprint clearance before student is placed at a center for lab.

### **ECE 171**

#### **Child Growth and Development**

3 credits

GE category: Diversity and Inclusion, Social Sciences

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course gives students a broad, comprehensive view of the science of human development at each stage of development from conception through adolescence. Considers the biological, cognitive, physical, and social aspects of development from a knowledge base of theory, research, and current issues. Students will apply learning to developmentally appropriate principles and practices that guide relationships and learning experiences for children through adolescence. Substantial discussion will include family, culture, ethnicity, and gender. This course is identical to PSY 171.

### **ECE 210**

#### **Home, School, and Community Relations**

3 credits

Offered every spring semester

This course will stress the importance of family. The course objectives will include the specific attitudes, philosophies, and practical techniques that teachers in any setting can find useful in building relation-

ships with families.

### **ECE 220 Introduction to Early Childhood Special Education**

3 credits  
Offered every fall semester

An introductory level course with an emphasis on current educational practices and related educational theories including identification, causes, and characteristics of exceptional learners birth through age eight. An overview of the history of special education, assessment, intervention and curriculum will be introduced. Observation and participation hours in a special education setting required.

### **ECE 240 Child Development Portfolio and Assessment Preparation**

3 credits  
Offered every fall and spring semester  
Prerequisite: Instructor approval

Includes an in-depth review of the functional areas providing the basis for the Child Development Associate competency and gives step-by-step approach of activities necessary to complete the CDA Assessment process. ECE 100, ECE 102, ECE 105, ECE 110, ECE 120 or equivalent modules within the past five years and be first-aid certified. Students seeking national CDA certification should consult with the Coordinator of the ECE program before enrolling in ECE 240 for complete details.

### **ECE 281 Children's Literature**

3 credits  
GE category: Diversity and Inclusion, Humanities  
Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy  
Introduction to children's literature with a focus on how to effectively choose and use children's literature in educational and other contexts. Considers selection guidelines, storytelling, interpretation, and evaluation of children's books. Students will discuss developmentally appropriate practice in the selection of books and stories for children. Identical to EDU 281 and ENG 281.

### **ECE 299 Independent Study**

1 to 4 credits  
Offered upon request  
Activity/Personal Enrichment

Designed to meet a variety of needs for students in the Early Childhood Education program.

## **EDUCATION**

### **EDU 200 Introduction to Education**

3 credits  
GE category: Diversity and Inclusion, Social Sciences  
Offered every fall and spring semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy  
Overview of the historical, political, economic, social, and philosophical factors that influence education and make it so complex. Opportunity for students to assess their interest and suitability for teaching.

### **EDU 222 Introduction to Special Education**

3 credits  
Offered every spring semester

An introductory level course with an emphasis on the history of special education in society and the United States, legal influences on the provision of special education services to disabled students, and characteristics and instructional approaches to educating disabled children.

### **EDU 230 Cultural Diversity in Education**

3 credits  
Offered every fall semester

Examination of the relationship of cultural values to the formation of the child's self-concept and learning styles. Examination of the role of prejudice, stereotyping and cultural incompatibilities in education. Emphasis on preparing future teachers to offer an equal educational opportunity to children of all cultural groups.

### **EDU 234 ESL/SEI Methods II**

3 credits  
Offered every fall and spring semester

The training provides the participant with methods of planning, developing, and analyzing lesson plans in all content areas using ELL Standards in order to teach children who are learning English as a second language. The emphasis is on ELL Proficiency Standards, assessment objectives, recent changes in SEI requirements, teaching strategies, development/evaluation/adaptation of teaching materials and the role of culture in learning. The course examines the alignment of ELL Proficiency Standards to the Arizona Language Arts Academic Standards. The course covers alternative methods of assessment, and analysis of the use of AZELLA assessment. This training prepares participants for ethnically diverse classrooms. This training covers 45 hours toward the ADE requirement for teaching certification renewal.

### **EDU 281 Children's Literature**

3 credits  
GE category: Diversity and Inclusion, Humanities  
Offered every fall and spring semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy  
Introduction to children's literature with a focus on how to effectively choose and use children's literature in educational and other contexts. Considers selection guidelines, storytelling, interpretation, and evaluation of children's books. Students will discuss developmentally appropriate practice in the selection of books and stories for children. Identical to ECE 281 and ENG 281.

### **EDU 297 Workshop**

1 to 6 credits  
Offered upon request  
Activity/Personal Enrichment

A course designed to meet a variety of needs for students in Education.

### **EDU 298 Workshop**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment

A course intended to meet a variety of needs for Education students.

### **EDU 299 Independent Study**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Design and execution of original projects under faculty supervision.

and symbols as they are used in practical applications. The student will learn the electrical concepts and terminology of voltage, amperage, resistance, and power. The student will learn to solve electrical problems by use of Ohm's Law formulas.

### **ELT 111 DC Electrical Systems**

3 credits  
Offered every fall semester

This course is an introductory course of direct current theory and systems with a heavy emphasis on industrial applications and setting. Students will be introduced to batteries, DC circuits, electrical test and measuring equipment, various conductors, semiconductors, insulators, as well as developing troubleshooting skills.

### **ELT 112 AC Electrical Systems**

3 credits  
Offered every fall semester

This course is an introductory course of Alternating Current (AC) theory and systems with a heavy emphasis on industrial application and settings. The course will introduce the student to transformers, electrical measuring test equipment, single and polyphase motors, motor controls, AC generation, and an introduction to troubleshooting skills.

### **ELT 115 Conduits and Raceways**

3 credits  
Offered every spring semester

An introductory course of conduit bending and installation as well as conduit supports and adherence to the National Electrical Code, with a heavy emphasis on commercial applications and settings. Students are introduced to various conduit types and sizes as well as the tools and equipment used to cut, bend, thread, and install electrical conduit. Students will use universal methods and techniques that can be implemented with any size and type of conduit.

### **ELT 161 Process Measurement Instrumentation I**

3 credits  
Offered every spring semester

This course is an introductory course in industrial process measurement and instrumentation. This course will introduce the student to the various industrial processes of pressure, temperature, level, flow, weight, force, position, and analytical measurement. The course also discusses the various instruments used in process measurements.

### **ELT 162 Process Measurement Instrumentation II**

3 credits  
Offered every spring semester  
Prerequisite: ELT 161

This course supplements concepts studied in ELT 161 and continues to

## **ELECTRONIC TECHNOLOGY**

### **ELT 101 Fundamentals of Electricity and Electronics**

3 credits  
Offered upon request

This course is an introductory course into the basic principles of electricity and electronics theory with emphasis of electrical applications. The course will also introduce the student to the study of various blueprints, schematics, wiring diagrams and symbols as they are used in practical industrial applications.

### **ELT 110 Electricity and Electronics**

3 credits  
Offered every fall semester

Basic principles of electricity and electronics theory with an emphasis on commercial and industrial applications. Students will be introduced to the study of various drawings, schematics, wiring diagrams,

## COURSE DESCRIPTIONS

analyze industrial process measurement and instrumentation. The course will allow the student to continue a study of the various industrial processes of pressure, temperature, level, flow, weight, force, position, and analytical measurement.

### **ELT 171 Process Control Instrumentation**

3 credits  
Offered every spring semester

Prerequisite: ELT 161 or concurrent enrollment in ELT 161

This course is an introductory course into the basic principles of Process Control Instrumentation. This course examines the various industrial processes and how to control them through the use of electrical, electronic, and pneumatic automatic controllers. Course involves each student in different modes of process controls such as on/off and proportional and integral and derivative modes. It also deals with interfacing process measurement signals to controller inputs and connecting controller outputs to a final control element.

### **ELT 181 Electronic Components**

3 credits  
Offered every fall semester

Prerequisite: ELT 112 with a grade of "C" or higher or instructor approval

This course is an introductory course into electronic components that are used in present day electronic devices. This course will delve into semiconductor theory and the manufacture and design of semiconductor components. It will also cover analog as well as digital components not to be limited to the following semiconductor devices: diodes, silicon controlled rectifiers (SCR's), bipolar junction transistors, field effect transistors (FET's), operational amplifiers (OP AMP's), digital logic gates, microprocessors, random access memory (RAM), and read only memory (ROM). The student will also be introduced to common circuits that employ these devices such as oscillators, amplifiers, flip-flops, multivibrators, shift registers, counters, frequency dividers, and microprocessor circuits.

### **ELT 251 National Electric Code**

3 credits  
Offered every spring semester

This course will introduce the student to the current National Electric Code (NEC) regulations and standards. The NEC provides regulations and standards pertaining to electrical components and systems including wiring methods, materials, conductors, overcurrent protective devices, branch circuits and feeders, grounding, transformers, services, special locations, and calculations. The purpose of the NEC is the practical safeguarding of persons and property from hazards arising from the use of electricity.

### **ELT 258 Electrical Troubleshooting**

3 credits  
Offered every fall semester  
Prerequisite: ELT 112 or instructor approval

This course will require the student to apply theories, concepts, and practical applications to logically solve and repair electrical circuit problems. This will include the use of various test equipment, electrical diagrams, and other resources to analyze and correct electrical problems. The student will be required to implement and demonstrate safe electrical practices while troubleshooting electrical problems.

### **ELT 271 Programmable Logic Controllers**

3 credits  
Offered every spring semester  
Prerequisite: ELT 112 or instructor approval

This course introduces the student to the principles of Programmable Logic Controllers (PLCs). This course emphasizes the applications and implementation of PLCs as used in industrial control settings. It analyzes the interfacing of inputs, outputs, and development of ladder logic control programming. The course will subject the student to elementary, intermediate, and advanced programming functions as commonly used in PLCs.

### **ELT 272 Motors and Motor Controls**

3 credits  
Offered every spring semester  
Prerequisite: ELT 112 or instructor approval

This course introduces the student to the various types of direct current and alternating current motors as well as single and polyphase motors. The course will also demonstrate various types of motor controls such as relay logic, use of sensors and variable speed control schemes. The student will learn to take voltage, current and resistance measurements to troubleshoot motors and control circuits. Students will learn to use and interpret schematics, drawings, and diagrams to troubleshoot circuits and or design and construct motor control circuits.

### **ELT 297 Workshop**

1 to 6 credits  
Offered upon request  
Activity/Personal Enrichment  
A course designed to meet a variety of needs for students in Electronics.

### **ELT 298 Workshop**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
A course designed to meet a variety of

needs for students in Electronics.

### **ELT 299 Independent Study**

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Design and execution of original projects under faculty supervision.

experience supervised on-the-job training as part of their skills, reinforce skills and knowledge learned in previous courses, or move to new career areas through job-related experiences and goals described in a written training plan.

### **EMT 110 Emergency Medical Responder**

2 credits  
Offered upon request  
Additional Fees Apply

This course is focused on basic life support as performed by a health care provider. The content includes patient assessment, airway management, cardiopulmonary resuscitation, shock, bleeding and wounds, body area injuries, poisoning, burns, cold and heat-related emergencies, bone injuries, medical emergencies, emergency childbirth, and first aid skills.

### **EMT 121 Cardiopulmonary Resuscitation**

1/2 credit  
Offered every fall and spring semester

This course follows the American Heart Association guidelines for knowledge and skill in cardiopulmonary resuscitation and AED at the healthcare provider level. Learning focuses on the skills involved in helping an individual with airway obstruction, respiratory arrest, and/or cardiac arrest.

### **EMT 122 First Aid and CPR**

2 credits  
Offered every fall and spring semester

This course is focused on basic life support as performed by a health care provider. The content includes patient assessment, airway management, cardiopulmonary resuscitation, shock, bleeding and wounds, body area injuries, poisoning, burns, cold and heat-related emergencies, bone injuries, medical emergencies, emergency childbirth, and first aid skills. Identical to HCE 101 and HPE 190.

### **EMT 161 Emergency Medical Technician Refresher**

2 credits  
Offered every spring semester  
Additional Fees Apply

Prerequisite: Must present one of the following: American Heart Association (BLS Healthcare Provider) CPR card, American Red Cross (Professional Rescuer) CPR card, expired American Heart Association BLS Healthcare Provider card or American Red Cross Professional Rescuer CPR card AND current EMT Certification from Arizona, from another state or territory, from National Registry OR Arizona EMT Certification which expired less than two years prior to start of class OR documentation of completion of prior training in an EMT 103 course or equivalent. The prospective student

## **EMERGENCY MEDICAL TECHNOLOGY**

### **EMT 103 Emergency Medical Technician**

9 credits  
Offered every fall and spring semester  
Additional Fees Apply

Prerequisite: Admission to Eastern Arizona College's EMT Program.

Introductory course for students to learn skills to recognize and properly treat illness and injury in the pre-hospital setting. Successful completion of the course leads to the opportunity to test for certification by the National Registry of EMT's and the Arizona Department of Health Services. A total of 12 hours of clinical experience and 12 hours of vehicular experience will be scheduled in the Emergency Department and on the ambulance to provide direct, hands-on experience with a variety of patients.

### **EMT 107 EMT Practicum**

1-2 credits  
Offered upon request  
Prerequisite: Current Arizona EMT certification, passing both the written and oral entrance exams and a current BLS/CPR healthcare provider card or program accepted alternative is required. The prospective student will submit documentation of the prerequisites with the completed Proof of Prerequisites Form to the Records and Registration Office prior to registration.

Eastern Arizona College offers cooperative education experience for students who have selected a career objective in EMS. Designed to give students the opportunity to learn through supervised work experiences as an EMT to gain practical work experience. The course integrates students' educational activities with on-the-job learning opportunities.

Meetings with the coordinator are designed to assist students in identifying activities and competencies they will complete on the job. This can include learning job survival skills, improving technical skills, and developing effective human relations and communications skills.

This course is designed to serve students who have certified as an EMT who wish to

will submit documentation of the prerequisites with the completed Proof of Prerequisites Form to the Records and Registration Office prior to the start of the class.

This course is designed to enable the Emergency Medical Technician to maintain proficiency and receive the latest information for handling the sick and injured. It may be repeated as many times as the person needs for recertification. Fulfills Department of Health Service requirements for EMT recertification every two years.

### **EMT 170 Vehicular Extrication and Trauma Care**

1/2 credit

Offered every fall and spring semester

This course provides a review, as well as some new insights into vehicular extraction and providing patient care to the trauma patient. This course is interactive and designed to challenge the participant in the areas of knowledge base, decision-making, and application of skills.

### **EMT 180 EMS Instructional Strategies**

2 credits

Offered upon request

Prerequisite: Instructor approval

This course is conducted in cooperation with the Arizona Department of Health Services, Bureau of Emergency Medical Services (EMS). It follows National Emergency Medical Services Education Standards (NEMSES) set forth by the National Highway and Traffic Safety Administration (NHTSA). It is designed to prepare and make eligible the participant for approval as an EMT instructor in the State of Arizona.

### **EMT 200 Paramedic Prep Course**

2 credits

Offered upon request

Prerequisite: Proof of current NREMT or Arizona EMT certification and current BLS CPR healthcare provider card

Prepares the EMT to begin paramedic training. Covers review of EMT knowledge, human anatomy and physiology, math calculation and EKG interpretation. Designed to prepare students to pass paramedic entrance exams and to improve their success in paramedic school.

### **EMT 210 Paramedic I**

12 credits

Offered upon request

Additional Fees Apply

Prerequisite: Admission to Eastern Arizona College's Paramedic Program. HCE 116 and BIO 160 or BIO 201 and BIO 202 with a grade of "C" or higher. Concurrent enrollment in EMT 219 and EMT 220.

The Paramedic Training Program

follows the guidelines set forth by the Commission on Accreditation of Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP). Continuous enrollment in EMT 210, 212, and 214 is the study of emergency medical care and evaluation and treatment of injuries. The program focuses on both technical and practical knowledge while providing in depth skills training to evaluate and treat a wide variety of both medical and trauma emergencies in the prehospital setting. Progression of learning includes didactic/laboratory integrated with or followed by additional clinical/field experience. Student will be responsible to pay an additional fee for Fisdap as part of the course fees.

### **EMT 212 Paramedic II**

12 credits

Offered upon request

Additional Fees Apply

Prerequisite: EMT 210, EMT 219, and EMT 220 with a grade of "B" or higher. Current NREMT or Arizona EMT certification, AHA BLS healthcare provider card, and health insurance coverage are required.

The Eastern Arizona College Paramedic Training program follows the guidelines set forth by the Commission on Accreditation of Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP). Continuous enrollment in EMT 210, 212, and 214 is the study of emergency medical care and evaluation and treatment of injuries. The program focuses on both technical and practical knowledge while providing in depth skills training to evaluate and treat a wide variety of both medical and trauma emergencies in the prehospital setting. Progression of learning includes didactic/laboratory integrated with or followed by additional clinical/field experience. The student should have EKG interpretation skills and a current BLS CPR card.

### **EMT 221 Pediatric Advanced Life Support**

1 credit

Offered every fall and spring semester

Additional Fees Apply

Prerequisite: Proof of current American Heart Association (BLS Healthcare Provider) CPR card or American Red Cross (Professional Rescuer) CPR card AND current AZ Certification or Licensure at the Paramedic/RN level or above (PA-C, NP-C, MD, DO, etc.)

or current Certification or Licensure at the Paramedic/RN level or above (PA-C, NP-C, MD, DO etc.) from another state or territory, or Current Enrollment in a Paramedic or Nursing (RN) Program.

This course is designed to provide core information necessary to prepare students to pass American Heart Association's ACLS Provider course.

The content is focused on the key concepts of advanced cardiac life support including ethical considerations in cardiac resuscitation. The student should have EKG interpretation skills and a current BLS CPR card.

### **EMT 214 Paramedic III**

6 credits

Offered upon request

Additional Fees Apply

Prerequisite: EMT 212 with a grade of "B" or higher. Current NREMT or Arizona EMT certification, AHA BLS healthcare provider card, ACLS and PALS provider card, and health insurance coverage are required.

This course will cover the clinical/vehicular portion of the Paramedic program. Students will complete 75 hours of clinical/vehicular time for each credit to total 450 hours over the course of the semester. A practical exam will be given to prepare students to take the skills portion

of the National Registry Examination for Paramedics. Check the current catalog for all course fees.

### **EMT 219 Pharmacology in Emergency Settings**

2 credits

Offered upon request

This course is designed to enhance knowledge in pharmacology to emergency medical technicians at the paramedic level. The content is focused on regulation of drugs, drug actions and interactions, and medications used in emergency situations.

### **EMT 220 Advanced Cardiovascular Life Support**

1 credit

Offered every fall and spring semester

Additional Fees Apply

Prerequisite: Proof of current American Heart Association (BLS Healthcare Provider) CPR card or American Red Cross (Professional Rescuer) CPR card AND current AZ Certification or Licensure at the Paramedic/RN level or above (PA-C, NP-C, MD, DO, etc.) or current Certification or Licensure at the Paramedic/RN level or above (PA-C, NP-C, MD, DO etc.) from another state or territory, or Current Enrollment in a Paramedic or Nursing (RN) Program.

This course is designed to provide core information necessary to prepare students to pass American Heart Association's ACLS Provider course. The content is focused on the key concepts of advanced cardiac life support including ethical considerations in cardiac resuscitation. The student should have EKG interpretation skills and a current BLS CPR card.

### **EMT 221 Pediatric Advanced Life Support**

1 credit

Offered every fall and spring semester

Additional Fees Apply

Prerequisite: Proof of current American Heart Association (BLS Healthcare Provider) CPR card or American Red Cross (Professional Rescuer) CPR card, expired American Heart Association BLS Healthcare Provider card or American Red Cross Professional Rescuer CPR card AND current Paramedic Certification from Arizona, from another state or territory, from National Registry OR an Arizona Paramedic Certification that expired less than two years prior OR documentation of completion of prior training in a Paramedic course.

The prospective student will submit documentation of the prerequisites with the completed Proof of Prerequisites Form to the Records and Registration Office prior to the start of the class.

### **EMT 222 Trauma Patient Management**

1 credit

Offered upon request

With its comprehensive approach to core knowledge and skills, this course is appropriate for all levels of EMS personnel - from EMT and first responders to advanced EMTs, paramedics, trauma nurses, and physicians. Trauma course for the student who aspires to become certified in International Trauma Life Support (ITLS). This course includes classroom instruction, and hands-on skills training, and testing for ITLS Basic or Advanced certification. Innovative skills stations let you practice the abilities appropriate for your level of certification: patient assessment and management, basic and advanced airway management, spinal motion restriction - rapid extrication, short backboard, helmet management, log roll and long backboard/scoop stretcher utilization, extremity immobilization and traction splint application, needle chest decompression and fluid resuscitation (for advanced certification).

### **EMT 229 ALS Refresher**

3 credits

Offered every spring semester

Additional Fees Apply

Prerequisite: Must present one of the following: American Heart Association (BLS Healthcare Provider) CPR card, American Red Cross (Professional Rescuer) CPR card, expired American Heart Association BLS Healthcare Provider card or American Red Cross Professional Rescuer CPR card AND current Paramedic Certification from Arizona, from another state or territory, from National Registry OR an Arizona Paramedic Certification that expired less than two years prior OR documentation of completion of prior training in a Paramedic course. The prospective student will submit documentation of the prerequisites with the completed Proof of Prerequisites Form to the Records and Registration Office prior to the start of the class.

This course is designed to enable the Paramedic to maintain proficiency and receive the latest information for treating the sick and injured. It may be repeated as many times as the person needs for recertification. Fulfills Department of Health Service requirements for Paramedic recertification every 2 years.

### **EMT 297 Workshop**

1 to 6 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Emergency Medical Technology.

# COURSE DESCRIPTIONS

## EMT 298

### Workshop

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Emergency Medical Technology.

## EMT 299

### Independent Study

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## EGR 200

### Introduction to Mining Engineering

3 credits

Offered upon request

This course provides an overview of the skills, applications, and careers in mining and geological engineering. Skills introduced include mapping, air photo interpretation, geophysics, rock mechanics testing, scan line surveying, spreadsheet calculations, and mine planning. Applications introduced include mineral, energy, and water resource exploration and development, underground and surface construction, underground and surface mine development, operations, and environmental management. Course emphasizes development of teamwork, communication, and creative problem solving skills.

## EGR 214

### Engineering Mechanics I - Statics

3 credits

Offered every fall semester

Prerequisite: PHY 211 and MAT 220 with a grade of "C" or higher. Students are strongly recommended to take MAT 225 concurrently with this course.

First semester course on engineering mechanics which includes topics such as problem formulation and solution methods; two- and three-dimensional vector representation of forces, moments and couples; static equilibrium of particles, rigid bodies and engineering structures; analysis of external and internal forces in structures utilizing free-body diagrams; principles of friction; and properties of cross-sectional areas and volumes.

## EGR 215

### Engineering Mechanics II - Dynamics

3 credits

Offered every spring semester

Prerequisite: EGR 214 with a grade of "C" or higher

Dynamics is the second of two sophomore level courses dealing with engineering mechanics. This class builds on the concepts learned in the first course (Statics) and looks at bodies which are not in equilibrium. A study of the kinematics and kinetics of particle and rigid body motion. Concepts covered include: force and acceleration, work and energy, and impulse and momentum.

## EGR 220

### Circuits I

5 credits

Offered every spring semester

Prerequisite: MAT 260 with a grade of "C" or higher or concurrent enrollment in MAT 260, and PHY 212 with a grade of "C" or higher

This course covers the principles for analyzing linear and non-linear circuits;

using SPICE simulation; design and measurement of linear analog electrical systems.

## EGR 233

### Mechanics of Materials

3 credits

Offered every spring semester

Prerequisite: EGR 214 or higher with a grade of "C" or higher

The continuation of engineering mechanics from Statics, this course examines deformable solids, which includes fundamental concepts of stress, strain, elasticity and inelasticity, mechanical properties of materials, material deformations and stresses under axial, bending, torsional, and pressurized loading, deflections and stresses due to mechanical loads and temperature change, composite beam behavior, and methods for finding maximum stresses in combined loading situations.

## EGR 250

### Plane Surveying

3 credits

Offered every spring semester

Prerequisite: MAT 181 with a grade of "C" or higher or MAT 187 with a grade of "C" or higher or instructor approval

This course provides an introduction to plane surveying. Students learn principles and practices of general surveying, chaining, leveling, stadia, and extensive field work using a variety of industry-standard instruments and techniques.

## EGR 255

### Thermodynamics

3 credits

Offered upon request

Prerequisite: CHM 151 with a grade of "C" or higher, and MAT 230 and PHY 211 with a grade of "C" or higher or concurrent enrollment in MAT 230 and PHY 211

Thermodynamics is a basic science that deals with energy and energy changes. This course covers the basic principles of Thermodynamics and presents real-world applications and problems so that students can gain an understanding of physical and chemical changes that are influenced by the energy of systems.

## EGR 296A

### Mineral Resource Engineering Seminar

1 credit

Offered upon request

This professional seminar provides a first opportunity for undergraduate students to examine and discuss topics in mineral resource engineering. The course features industry speakers describing current challenges and technology innovations in the broad area of mineral resources. Students develop skills in information retrieval, technical writing, and verbal presentation. Appreciation of sustainable development and the technical needs of the Mine of the Future are developed.

## EGR 298

### Workshop

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

A course designed to meet a variety of needs for students in Engineering.

## EGR 299

### Independent Study

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

# ENGINEERING

## ENG 102 EGR 1102

### Introduction to Engineering

4 credits

Offered every fall and spring semester

Prerequisite: MAT 120 or higher with a grade of "C" or higher or placement test score as established by District policy

Engineering design, effective team participation and career preparation. Students are expected to participate in hands-on design projects, develop education/career plans and initiate development of the personal and management skills necessary for lifelong learning.

## EGR 130

### C # Programming I

3 credits

GE category: AAS degree only

Offered every spring semester

C# Programming I is an introductory programming course for vocational computer majors and students transferring to universities in a business program. Course concentration includes the Visual Studio integrated development environment including user interfaces and controls, and object-oriented programming concepts including data types, classes, objects, methods, decision and repetition structures, and string and array manipulation. Computer literacy is assumed. Identical to CMP 128.

## EGR 150

### Digital Design Fundamentals

4 credits

Offered every fall semester

Prerequisite: MAT 154 with a grade of "C" or higher

The theory and application of digital systems and binary numbers, binary and compliment arithmetic, and Boolean algebra; logic gates, combinational logic, circuit minimization; flip-flops and synchronous sequential logic, registers and counters; memory and programmable logic. Analysis and design of combinational and synchronous sequential circuits, simulation, and testing of circuits.

# ENGLISH

## ENG 090

### Reading Improvement I

3 credits

Developmental course - does not count for graduation credit

Offered every fall and spring semester

Emphasizes improvement in comprehension and related reading and thinking skills.

## ENG 091

### Reading Improvement II

3 credits

Developmental course - does not count for graduation credit

Offered every fall and spring semester

Prerequisite: ENG 090 with a grade of "C" or higher or reading placement test score as established by District policy

Emphasizes improvement in comprehension and related reading and thinking skills.

## ENG 095

### Interactive English Lab

1 to 3 credits

Developmental course - does not count for graduation credit

Offered every fall and spring semester

Activity/Personal Enrichment

This course emphasizes listening comprehension, sentence structure, vocabulary, and pronunciation through the use of the Rosetta Stone software.

## ENG 098

### Writing Lab

1 credit

Developmental course - does not count for graduation credit

Offered every fall and spring semester

This course is for students not concurrently enrolled in a composition course who wish to improve grammar, mechanics, and usage skills. Lab is self-paced, focusing on individual needs.

**ENG 100****Writing Fundamentals**

3 credits

Developmental Course

GE category: AAS degree only

Offered every fall and spring semester

Prerequisite: ENG 090 with a grade of "C" or higher or reading placement test score as established by District policy

Practice in reading and writing sentences, paragraphs, and short essays with an emphasis on the writing process; includes a review of basic grammar and punctuation rules in the context of writing. Lab time will be used to guide students through the writing process and to focus on individual grammar practice and writing skills.

**ENG 101 DSUN ENG 1101****Written Communications I**

3 credits

GE category: English

Offered every fall and spring semester

Prerequisite: ENG 100 with a grade of "C" or higher or writing placement test score as established by District policy and reading placement test score as established by District policy or ENG 091 with a grade of "C" or higher

Emphasizes clear and effective writing and critical reading. Students generate a minimum of 7,000 words through formal and informal writing projects, including revised drafts throughout the semester. Students with borderline placement scores will benefit from taking ENG 110, Written Communications I Lab which is designed to accompany ENG 101.

**ENG 102 DSUN ENG 1102****Written Communications II**

3 credits

GE category: English

Offered every fall and spring semester

Prerequisite: ENG 101 with a grade of "C" or higher and reading placement test score as established by District policy or ENG 091 with a grade of "C" or higher

Continues development of skills and concepts taught in ENG 101. Emphasizes research and critical reading and writing. Students generate a minimum of 7,000 words including revisions throughout the semester.

**ENG 110****Written Communications I Lab**

1 credit

Offered every fall and spring semester

Provides individualized support for students enrolled in ENG 101 and other writing courses. Emphasizes the processes and skills required for effective narrative, analytic, argumentative, and source-based writing; punctuation, grammar, and stylistic concerns will be addressed as needed.

**ENG 111****Written Communications II Lab**

1 credit

Offered every fall and spring semester

Provides individualized support for students enrolled in ENG 102 and other writing courses. Emphasizes the processes and skills required for effective argumentative, source-based writing and analysis, as well as punctuation, grammar, and stylistic concerns.

**ENG 113****College Reading**

3 credits

Offered upon request

Activity/Personal Enrichment

Prerequisite: ENG 091 with a grade of "C" or higher or placement test score as established by District policy

Emphasizes mastery and application of critical reading strategies for college level texts.

**ENG 131****Introduction to Creative Writing**

3 credits

Offered spring semester in even-numbered years

Activity/Personal Enrichment

In this course, students will study methods of writing poetry, fiction, and creative non-fiction. They will share their works with their professor and peers in workshops, and in doing so, will learn to revise, edit and polish their creative works so as to prepare them for submission to publications.

**ENG 201****World Literature I**

3 credits

GE category: Humanities, Intensive Writing, Diversity and Inclusion, Global/International/Historical Awareness

Offered upon request

Prerequisite: ENG 101 with a grade of "C" or higher

Selected world literature from ancient times to the Renaissance. Students generate a minimum of 2,500 words including revisions throughout the semester.

**ENG 202****World Literature II**

3 credits

GE category: Humanities, Intensive Writing, Diversity and Inclusion, Global/International/Historical Awareness

Offered upon request

Prerequisite: ENG 101 with a grade of "C" or higher

Selected world literature from the Renaissance to modern times. Students generate a minimum of 2,500 words including revisions throughout the semester.

**ENG 217****Writing Reflective Essays**

3 credits

GE category: Options, Intensive Writing, Diversity and Inclusion

Offered every fall and spring semester

Prerequisite: ENG 101 with a grade of "C" or higher and reading placement test score as established by District policy or ENG 091 with a grade of "C" or higher.

Writing, reading, and analyzing reflective creative nonfiction essays. Students generate a minimum of 2,500 words including revisions throughout the semester.

**ENG 218****Writing About Literature**

3 credits

GE category: Humanities, Intensive Writing, Diversity and Inclusion

Offered every fall semester

Prerequisite: ENG 101 with a grade of "C" or higher and reading placement test score as established by District policy or ENG 091 with a grade of "C" or higher

Critical reading and analytical writing on poetry, fiction, and drama. Students generate a minimum of 2,500 words including revisions throughout the semester.

**ENG 221****English Literature I**

3 credits

GE category: Humanities, Intensive Writing, Diversity and Inclusion

Offered every fall semester

Prerequisite: ENG 101 with a grade of "C" or higher and reading placement test score as established by District policy or ENG 091 with a grade of "C" or higher

Covers literature from the Middle Ages through the Restoration and Eighteenth Century. Exposes students to a variety of cultures, perspectives, and beliefs over these historical periods. Students generate a minimum of 2,500 words including revisions throughout the semester.

**ENG 222****English Literature II**

3 credits

GE category: Humanities, Intensive Writing, Diversity and Inclusion

Offered every spring semester

Prerequisite: ENG 101 with a grade of "C" or higher and reading placement test score as established by District policy or ENG 091 with a grade of "C" or higher

Covers selected literature from the Romantic Period through the present. Exposes students to a variety of cultures, perspectives, and beliefs over these historical periods. Students generate a minimum of 2,500 words including revisions throughout the semester.

**ENG 230****Publications I**

3 credits

Offered upon request

Prerequisite: ENG 101 with a grade of "C" or higher or concurrent enrollment in ENG 101 or instructor approval

Students are responsible for preparing significant portions of *Oasis*, the yearbook of Eastern Arizona College. They will also participate in the production of EAC's literary magazines. Students will gain experience with desktop publishing and digital imaging as prepress requirements for printing. The curriculum covers principles of journalism, elementary design, and basic photography, with work outside of the class, covering school activities and meeting production deadlines.

**ENG 231****Publications II**

3 credits

Offered upon request

Prerequisite: ENG 101 with a grade of "C" or higher or concurrent enrollment in ENG 101 or instructor approval

Students are responsible for preparing significant portions of *Oasis*, the yearbook of Eastern Arizona College. They will also participate in the production of EAC's literary magazines. Students will gain experience with desktop publishing and digital imaging as prepress requirements for printing. The curriculum covers principles of journalism, elementary design, and basic photography, with work outside of the class, covering school activities and meeting production deadlines.

**ENG 232****Poetry Writing**

3 credits

Offered spring semester in odd-numbered years

Students will write 45 pages of poetry (including major revisions). Students will hone their critical and aesthetic capabilities through analysis and constructive criticism of their own work, the work of their peers, and the work of established poets.

**ENG 233****Advanced Poetry Writing**

3 credits

Offered spring semester in odd-numbered years

Prerequisite: ENG 232

Students will write 45 pages of poetry (including major revisions). Students will hone critical and aesthetic capabilities through analysis and constructive criticism of their own work, the work of their peers, and the work of established poets.

# COURSE DESCRIPTIONS

## ENG 234

### Short Story Writing

3 credits

Offered every fall semester  
Activity/Personal Enrichment

Discussion and critique of student work and readings of representative works.

## ENG 235

### Independent Writing: Poetry

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Students seeking 3 credit hours will write 45 pages of poetry (including major revisions). Students seeking 2 credit hours will write 30 pages of poetry (including major revisions). Students seeking 1 credit hour will write 15 pages of poetry (including major revisions). All students will hone their critical and aesthetic capabilities through analysis and constructive criticism of their own work, the work of their peers, and the work of established poets.

## ENG 236

### Independent Writing: Fiction

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Prerequisite: Instructor approval

Students will complete a finished short story or novel chapter (3,000 to 6,000 words) for each hour they are registered. Students also complete critical writing evaluating the work of a published fiction writer from a writer's perspective. Instructor works with students individually. The three-hour credit option is recommended in order to receive departmental elective credit at most universities.

## ENG 237

### Independent Writing: Nonfiction

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Prerequisite: Instructor approval

Advanced writing, reading, and analyzing nonfiction essays. Students will complete a revised nonfiction essay or collection of nonfiction essays (3,000 to 6,000 words including major revisions) for each credit hour. The three-hour credit option is recommended in order to receive departmental elective credit at most universities.

## ENG 241

### American Literature I

3 credits

GE category: Humanities, Intensive Writing, Diversity and Inclusion, Global/International/Historical Awareness  
Offered every fall semester

Prerequisite: ENG 101 with a grade of "C" or higher and reading placement test score as established by District policy or ENG 091 with a grade of "C" or higher

In this course, students will read and

analyze selected works of literature from Native American beginnings to the Civil War so as to gain insights into the history and progress of American literature and the history of the Americas as viewed through literature. Students will generate a minimum of 2,500 words through formal and informal writing assignments and revisions.

## ENG 242

### American Literature II

3 credits

GE category: Humanities, Intensive Writing, Diversity and Inclusion, Global/International/Historical Awareness  
Offered every spring semester

Prerequisite: ENG 101 with a grade of "C" or higher and reading placement test score as established by District policy or ENG 091 with a grade of "C" or higher

Students will read and analyze selected works of American literature from the Civil War to the present day so as to gain insights into the history and progress of American literature and the history of the United States as viewed through literature. Students will generate a minimum of 2,500 words through formal and informal writing assignments and revisions.

## ENG 260

### Technical Report Writing

3 credits

GE category: AAS degree only

Offered every spring semester

Prerequisite: ENG 100 or ENG 101

Drafting and revising memos, letters, résumés, proposals, and interpretive reports. Identical to TEC 260.

## ENG 280

### Introduction to Literature

3 credits

GE category: Humanities, Intensive Writing, Diversity and Inclusion  
Offered every Fall and spring semester

Prerequisite: ENG 101 with a grade of "C" or higher and reading placement test score as established by District policy or ENG 091 with a grade of "C" or higher

This course is designed to introduce students to the study of literature. Through close readings and discussions of poetry, fiction, and drama, students will begin to learn and incorporate the methods and tools of literary analysis into their own critical approach to reading and writing about literature.

## ENG 281

### Children's Literature

3 credits

GE category: Humanities, Diversity and Inclusion  
Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Introduction to children's literature with a focus on how to effectively choose and use children's literature in educational

and other contexts. Considers selection guidelines, storytelling, interpretation, and evaluation of children's books. Students will discuss developmentally appropriate practice in the selection of books and stories for children. Identical to ECE 281 and EDU 281.

## ENG 298

### Workshop

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Designed to meet a variety of needs for students in the English Program.

## ENG 299

### Independent Study

1 to 3 credits

Offered upon request  
Activity/Personal Enrichment

Designed to meet a variety of needs for students in the English Program.

2 credits

Offered upon request

Activity/Personal Enrichment

Advanced machine embroidery. Projects are chosen by students to meet individual needs, interest, and skill level, primarily for part-time and non-major students.

## FCR 143

### Beginning Gourmet Cooking

1 credit

Offered upon request

Additional Fees Apply

Activity/Personal Enrichment

The art of preparing and serving a variety of gourmet foods and an appreciation of foreign cuisine.

## FCR 145

### Intermediate Gourmet Cooking

1 credit

Offered upon request

Additional Fees Apply

Activity/Personal Enrichment

Prerequisite: FCR 143

Skills in the selection, preparation, and serving at the intermediate level of gourmet foods including, but not restricted to, appetizers, vegetables, garnishes, omelets, quiches, soufflés, stir-fry, Italian cuisine, Scandinavian cuisine, microwave cuisine, phyllo dough, Saudi Arabian cuisine, French cuisine, fondue, and turkey and chicken de-boning with dressings.

## FCR 151

### Beginning Cake Decoration

1 credit

Offered upon request

Activity/Personal Enrichment

Students will learn the basic principles and methods of cake and pastry baking, decorating, and sales. Instruction is given on the history of cakes, kitchen safety, selection and mixture of ingredients, cooking procedures, cake assembly, decoration techniques, cake preservation, and associated entrepreneurial activity.

## FCR 297

### Workshop

1 to 6 credits

Offered upon request

Activity/Personal Enrichment

A course designed to meet a variety of needs for students in Family Consumer Resources.

## FCR 298

### Workshop

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Intermediate to advanced instruction. Projects are chosen by students to meet individual needs, interest, and skill level; primarily for part-time and non-major students.

## FCR 138

### Advanced Quilting

1 to 2 credits

Offered every fall and spring semester

Activity/Personal Enrichment

For students who need or want to learn advanced quilting techniques. Projects are chosen by students to meet their individual needs and interests.

## FCR 134

### Advanced Quilting

1 to 2 credits

Offered every fall and spring semester

Activity/Personal Enrichment

For students who need or want to learn advanced quilting techniques. Projects are chosen by students to meet their individual needs and interests.

## FCR 138

### Beginning Machine Embroidery

2 credits

Offered upon request

Activity/Personal Enrichment

Beginning machine embroidery. Projects are chosen by students to meet individual needs, interest, and skill level; primarily for part-time and non-major students.

## FCR 139

### Advanced Machine Embroidery

2 credits

Offered upon request

Activity/Personal Enrichment

Intermediate to advanced instruction. Projects are chosen by students to meet individual needs, interest, and skill level; primarily for part-time and non-major students.

**FCR 299****Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

**FIRE SCIENCE****FSC 100****Introduction to Fire Science**

3 credits

Offered upon request

This course is an overview of fire protection and emergency services. It will review career opportunities, culture and history, organization and functions of public and private fire protection, laws and regulations, terminology and nomenclature, basic fire chemistry, physics, and theories and fundamentals of how and why fires start, spread, and are controlled. Included is an introduction to firefighting strategy and tactics and the life safety initiatives.

**FSC 101****Fire Department****Operations I**

6 credits

Offered upon request

Offered in Gila County only

This course is primarily designed for new fire department recruits or students wishing to become structural firefighters. The course covers all aspects of fire department operations including equipment and personnel policies. Preparation for Arizona Structural Fire Fighter certification through the Arizona Center for Fire Service Excellence (ACFSE) using International Fire Service Accreditation Congress (IFSC) standards and testing.

**FSC 102****Fire Department****Operations II**

5 credits

Offered upon request

Offered in Gila County only

Prerequisite: Prior or concurrent enrollment in FSC 101 required

This course is primarily designed for new fire department recruits or students wishing to become structural firefighters. Emphasis is on the chemistry of fire, building construction, administrative policies, and techniques of firefighting. Preparation for Arizona Structural Fire Fighter certification through Arizona Center for Fire Service Excellence (ACFSE) using International Fire Service Accreditation Congress (IFSC) standards and testing.

**FSC 106****Hazardous Materials First****Responder Operations**

3 credits

Offered upon request

Offered in Gila County only

This class prepares students to function as first responders at the operations level. Emphasis is on the basic characteristics of hazardous materials, hazardous materials laws and regulations, and the components of a planned response. Preparation for Arizona Structural Fire Fighter certification through the Arizona Center for Fire Service Excellence (ACFSE) using International Fire Service Accreditation Congress (IFSC) standards and testing. This course is presented in compliance with 29 Code of Federal Regulations (29CFR) Chapter XVII 1910.120 (q)(6)(ii) and the Arizona Administrative Code Title 8, Chapter 2, Article 6.

**FSC 110****Fire Hydraulics**

2 credits

Offered upon request

Offered in Gila County only

This course is intended to familiarize firefighters or persons who are interested in the field of fire protection with the complexities of pumping or moving water for firefighting activities.

**FSC 112****Fire and Emergency Services****Safety and Survival**

3 credits

Offered upon request

Offered in Gila County only

This course introduces the basic principles and history related to the national firefighter life safety initiatives focusing on the need for cultural and behavioral change throughout the emergency services.

**FSC 120****Fire Apparatus and Equipment**

3 credits

Offered upon request

Offered in Gila County only

This course will familiarize the student with automotive apparatus (pumpers, aerial ladders, lift platforms, hose wagons, transports, and utility vehicles), water towers, heavy auxiliary mechanical equipment and appliances, generators, compressors, rescue and forcible entry tools, and cutting torches.

**FSC 130****Fundamentals of Fire Prevention**

3 credits

Offered upon request

Offered in Gila County only

This course provides fundamental knowledge relating to the field of fire prevention and community risk reduction. Topics include history and philosophy of fire prevention and community risk reduction, organization and operations of a fire prevention or community risk reduction bureau, use and application of codes and standards, plan reviews, fire inspections, fire and life safety education, and fire investigation.

**FSC 135****Strength and Fitness for Fire Service**

2 credits

Offered upon request

Offered in Gila County only

The course offers the students the aspects of fitness for firefighting. Students will learn how to develop strength, cardiovascular endurance and flexibility in a participatory learning environment. Course sessions will address aerobic and strength training, proper lifting, warm-up and flexibility techniques, training principles and elements of wellness. Proper handling of fire service equipment will be introduced.

**FSC 140****Fire Protection Systems**

3 credits

Offered upon request

Offered in Gila County only

This course provides information relating to the features of design and operation of fire alarm systems, water based fire suppression systems, special hazard fire suppression systems, water supply for fire protection and portable fire extinguishers.

**FSC 150****Basic Wildland Firefighting**

3 credits

Offered upon request

The course is presented through a series of lectures and field exercises. It includes factors affecting wildland fire behavior; the start and spread of fires; how fuels, topography, and weather conditions affect fire spread; and how to recognize dangerous situations on the fireline.

**FSC 160****Enhanced Fitness Activities for Fire Science**

3 credits

Offered upon request

Progress in this course is assessed using baseline physical fitness measurements and comparing them to post-physical fitness measurements at the end of the semester. The same tests are used for baseline and post-physical fitness testing: 3-minute step test, sit-ups, push-ups and sit-and-reach flexibility test. Each student is required to show improvements in all physical fitness test performances after a semester of regular aerobic, strength-training and flexibility workouts. There is no threshold level that students need to reach in order to "pass" their tests. Attendance is required for regularly scheduled workouts.

**FSC 204****Firefighting Tactics and Strategy**

3 credits

Offered upon request

Offered in Gila County only

This course covers fireground tactics and strategies for emergency and non-emergency situations.

**FSC 208****Building Construction for Fire Protection**

3 credits

Offered upon request

Offered in Gila County only

This course provides components of building construction related to firefighter and life safety. The elements of construction and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations, and operating at emergencies.

**FSC 225****Incident Safety Officer**

1 credit

Offered upon request

This course is designed to enable the student to identify and analyze health and safety aspects relating to their role as Incident Safety Officer in both emergency and non emergency situations.

**FSC 297****Workshop**

1 to 6 credits

Offered upon request

Activity/Personal Enrichment

A course designed to meet a variety of needs for students in Fire Science.

**FSC 298****Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

A course designed to meet a variety of needs for students in Fire Science.

**FSC 299****Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

**GENEALOGY****GEN 100****Beginning Genealogy**

2 credits

Offered upon request

Activity/Personal Enrichment

Students will be learning how to create a family tree and learn about their family history. This course will also help students know where to search for family historical information, including dates, location, and events that surround their ancestor's lives.

**GEN 101****Genealogy Search**

2 credits

Offered upon request

Activity/Personal Enrichment

This course will help students with genealogical and family history research and use it to grow their family tree.

Students will have the opportunity to focus on an individual or on a small group of their ancestors. Students will gain a better understanding of events in their family history and explore personal and

## COURSE DESCRIPTIONS

statistical details surrounding their family tree. Students will develop a secure knowledge of researching methodologies and genealogical proofs according to correct standards to definitively validate their research findings.

### GEN 108

#### Video Editing for Family History

2 credits

Offered upon request

Activity/Personal Enrichment

An introductory course in video production for the individual who wants to document family history and other personal events. Participants capture home videos and scan photographs or slides to a computer so they can preserve and share these moments with their families. They create a DVD of their completed projects. This course is taught on the PC platform. Identical to MDC 108.

## GEOLOGY

### GLG 015

#### Rocks and Minerals

2 credits

Developmental course - does not count for graduation credit

Offered upon request

Identification, classification, and origin of rocks and minerals with emphasis on materials common to Arizona.

### GLG 101 SUN GLG 1101

#### Physical Geology

4 credits

GE category: Lab Science

Offered every fall semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course covers the fundamentals of geology: rocks, minerals, geologic time, plate tectonics, earthquakes, volcanoes, surface processes, and earth resources. The lab delves into the chemistry of minerals, how rocks form, geologic mapping with GPS, geology in the field, and other fundamental topics. Several field trips are taken each semester.

### GLG 102 SUN GLG 1102

#### Historical Geology

4 credits

GE category: Lab Science

Offered every spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course is an introduction to the principles and interpretation of geologic history. It emphasizes the evolution of the earth's lithosphere (crust), atmosphere, and biosphere through geologic time. It includes consideration of the historical aspects of plate tectonics, the geologic development of North America, and important events in biological evolution and the resulting assembly of fossils. It provides an appreciation for the vast

extent of geologic time, the natural processes affecting change on the earth, and the identification of common fossil types.

### GLG 110

#### Geologic Hazards and Disasters

4 credits

GE category: Lab Science, Global/International/Historical Awareness

Offered every spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Geologic hazards and disasters (earthquakes, volcanoes, tsunami, meteorite and comet impacts, flooding, severe weather) are important processes in shaping the earth and human civilization. This course will acquaint students with the scientific principles governing these processes and their historic and future effect on society.

### GLG 118

#### Geology of Arizona

2 credits

Offered upon request

Geology of Arizona focuses on the unique geological processes and features found in Arizona. The course emphasizes specific regions and features within the state including, but not limited to, the Grand Canyon, Mt. Graham, and the Chiricahua mountains. The course will cover all of the dominant lithology and mineralogy of Arizona as well as the structural and geomorphological history of the region. Field trips will be a dominant feature of the course, comprising at least sixteen hours combined.

### GLG 298

#### Workshop

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

A course designed to meet a variety of needs for students in Geology.

### GLG 299

#### Independent Study

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## HEALTH AND PHYSICAL EDUCATION

### HPE 101C

#### Beginning Body Conditioning I

1 credit

GE category: AAS degree only

Offered upon request

### Activity/Personal Enrichment

Designed to assist the student in developing the basic skills and knowledge in body conditioning.

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

To develop racquetball skills, knowledge of the rules of the game that can be demonstrated during competition, and to increase level of physical fitness.

### HPE 101Q

#### Beginning Swimming I

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

To orient students to water. To learn basic swimming techniques and strokes for lifelong fitness.

### HPE 101U

#### Beginning Tennis I

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Designed to assist the student in learning the basic skills and knowledge which lead to optimum tennis performance.

### HPE 101X

#### Beginning Volleyball I

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Designed to develop physical fitness and volleyball skills that may be demonstrated in competition and games.

### HPE 101Y

#### Beginning Weights I

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Weight lifting class designed to increase body strength using free weights and universal weight equipment. Students will learn basic weight lifting techniques and lifts to target particular muscle groups. Students will also learn a lifetime physical fitness skill to increase their level of fitness.

### HPE 101J

#### Beginning Jogging-Hiking I

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Designed to give students the opportunity to learn warm-up, jog, run, and cool-down using the proper stretching and running techniques.

### HPE 101I

#### Beginning Jogging-Hiking I

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Student will learn the basic skills and knowledge for jogging and hiking.

### HPE 101N

#### Beginning Cheerleading

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

This course is designed to teach safety techniques involved in cheerleading including jumps, stunts, pyramids, and tosses. Additional conditioning throughout the athletic seasons for participation at athletic events. Prior cheerleading experience helpful but not necessary.

### HPE 101O

#### Beginning Racquetball I

### HPE 101AA

#### Beginning Baseball I

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

A study of the game of baseball including fundamental techniques, rules, and a brief history of the game.

### HPE 101AB

#### Beginning Varsity Baseball I

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

A study of the game of baseball including fundamental techniques, offensive and defensive strategies, rules, and a brief history of the game. To develop and enhance competitive baseball techniques

and skills and to prepare student for competition.

### **HPE 101AC**

#### **Beginning Basketball I**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

This course is designed to teach students the fundamentals of basketball, prepare them to participate in competition and understand the basic offensive and defensive strategies of the game.

### **HPE 101AE**

#### **Beginning Varsity Softball I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Develop physical fitness and softball skills that may be demonstrated in competition and games. To teach an understanding of the rules of softball and techniques used which include hitting, throwing, catching, and offensive and defensive strategies.

### **HPE 101AF**

#### **Beginning Varsity Volleyball I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Designed to develop physical fitness and volleyball skills that may be demonstrated in competition and games.

### **HPE 101AG**

#### **Beginning Varsity Basketball I**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

This course is designed to teach students the game of basketball, offensive and defensive strategies of the game of basketball, and to prepare them to participate in competition.

### **HPE 101AH**

#### **Mountain Bike Riding I**

2 credits

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: Minimum age 16

This program is designed to educate and improve knowledge of mountain bike riding. This includes knowledge of bike handling and familiarity of local trails.

### **HPE 101AJ**

#### **Beginning Aerobics I**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Designed to assist the student in developing overall physical fitness.

### **HPE 101AL**

#### **Beginning T'ai Chi Ch'uan I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

An introduction to the ancient Chinese exercise form T'ai Chi Ch'uan, and the oriental philosophies on which it is based.

### **HPE 101AM**

#### **Beginning Varsity Golf I**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Designed to assist college level golfers in furthering their skills and knowledge which will lead to optimum golf performance at the college level.

### **HPE 101AN**

#### **Beginning Varsity Tennis I**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Designed to assist college level tennis players in furthering their skills and knowledge which will lead to optimum tennis performance at the college level.

### **HPE 101AO**

#### **Beginning Physioball I**

1 credit

GE category: AAS degree only

Offered upon request

Offered in Gila County only

Activity/Personal Enrichment

Designed to assist the student in learning basic skills and stability on an exercise physioball.

### **HPE 101AP**

#### **Pilates for Fun and Fitness I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

This course is designed for the student to develop strength, flexibility, and centering by utilizing proper Pilates technique. Also, this course is designed to increase community awareness of various methods for the achievement of wellness and life-long fitness.

### **HPE 101AU**

#### **Beginning Mixed Martial Arts I**

1 credit

GE category: AAS degree only

Offered upon request

Offered in Gila County only

Activity/Personal Enrichment

Designed to assist the student in learning basic skills and stability through mastery of the mixed martial arts.

### **HPE 101AY**

#### **Beginning Hatha Yoga I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

This course is designed to give the student an understanding of yoga basics for proper breathing and spinal health.

The student will learn elementary steps toward meditation to relax and calm the mind using 20 to 30 basic poses and variations thereof.

### **HPE 101AZ**

#### **Beginning Chi Gong I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

This course is an introduction to the movement of ancient Chinese Chi Gong and its philosophy and meditation in movement and preventive medicine.

### **HPE 101BA**

#### **Beginning Swim Aerobics I**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Designed to assist the student in developing overall physical fitness.

### **HPE 101BB**

#### **Beginning Strength and Flexibility Training I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Designed to increase both upper and lower body strength and total flexibility using a combination of resistance training and flexibility training.

### **HPE 101BC**

#### **Beginning Power Walking I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Designed to give students the opportunity to learn warm-up, walk, and cool down using the proper stretching and power walking techniques.

### **HPE 101BD**

#### **Beginning Softball I**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Designed to teach the fundamentals of the game of softball including rules, hitting, throwing, catching, and fielding.

### **HPE 102C**

#### **Beginning Body Conditioning II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Designed to assist the student in developing the basic skills and knowledge in body conditioning.

### **HPE 102D**

#### **Beginning Bowling II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 101G

Designed to assist the student in learning the basic skills and knowledge which lead to optimum bowling performance. An additional fee is required.

Prerequisite: HPE 101D

Designed to assist the student in learning the basic skills and knowledge which lead to optimum bowling performance. An additional fee is required.

### **HPE 102G**

#### **Beginning Golf II**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Prerequisite: HPE 101G

Designed to assist the student in learning the basic skills and knowledge which lead to optimum golfing performance. An additional fee is required.

### **HPE 102H**

#### **Beginning Hiking II**

1 credit

GE category: AAS degree only

Offered upon request

Offered in Gila County only

Activity/Personal Enrichment

Designed to assist the student in learning basic skills and stability through participating in longer and more difficult mountain hikes.

### **HPE 102I**

#### **Beginning Jogging II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 101I

Designed to give students the opportunity to learn warm-up, jog, run, and cool-down using the proper stretching and running techniques.

### **HPE 102J**

#### **Beginning Jogging-Hiking II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 101J

Student will learn the basic skills and knowledge for jogging and hiking.

### **HPE 102N**

#### **Beginning Cheerleading II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 101N

This course is designed to teach safety techniques involved in cheerleading including jumps, stunts, pyramids, and tosses. Additional conditioning throughout the athletic seasons for participation at athletic events. Prior cheerleading experience helpful but not necessary.

### **HPE 102O**

#### **Beginning Racquetball II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

# COURSE DESCRIPTIONS

Prerequisite: HPE 1010

To develop racquetball skills, knowledge of the rules of the game that can be demonstrated during competition, and to increase level of physical fitness.

## **HPE 102Q Beginning Swimming II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

To orient students to water. To learn basic swimming techniques and strokes for lifelong fitness.

## **HPE 102U Beginning Tennis II**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Prerequisite: HPE 101U

Designed to assist the student in learning the basic skills and knowledge which lead to optimum tennis performance.

## **HPE 102X Beginning Volleyball II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 101X

Designed to develop physical fitness and volleyball skills that may be demonstrated in competition and games.

## **HPE 102Y Beginning Weights II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Weight lifting class designed to increase body strength using free weights and universal weight equipment. Students will learn basic weight lifting techniques and lifts to target particular muscle groups. Students will also learn a lifetime physical fitness skill to increase their level of fitness.

## **HPE 102AA Beginning Baseball II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 101AA

A study of the game of baseball including fundamental techniques, rules, and a brief history of the game.

## **HPE 102AB Beginning Varsity Baseball II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 101AB

A study of the game of baseball including fundamental techniques, offensive and

defensive strategies, rules, and a brief history of the game. To develop and enhance competitive baseball techniques and skills and to prepare student for competition.

## **HPE 102AC Beginning Basketball II**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

This course is designed to teach students the fundamentals of basketball, prepare them to participate in competition and understand the basic offensive and defensive strategies of the game.

## **HPE 102AE Beginning Varsity Softball II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 101AE

Develop physical fitness and softball skills that may be demonstrated in competition and games. To teach an understanding of the rules of softball and techniques used which include hitting, throwing, catching, and offensive and defensive strategies.

## **HPE 102AF Beginning Varsity Volleyball II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 101AF

Designed to develop physical fitness and volleyball skills that may be demonstrated in competition and games.

## **HPE 102AG Beginning Varsity Basketball II**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Prerequisite: HPE 101AG

This course is designed to teach students the game of basketball, offensive and defensive strategies of the game of basketball, and to prepare them to participate in competition.

## **HPE 102AJ Beginning Aerobics II**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Designed to assist the student in developing overall physical fitness.

## **HPE 102AL Beginning T'ai Chi Ch'uan II**

1 credit

GE category: AAS degree only

Offered upon request

Offered in Gila County only

Activity/Personal Enrichment

Prerequisite: HPE 101AL or instructor approval

An introduction to the Sun Style Competition Forms and Shibashi Level 2 forms of T'ai Chi Ch'uan.

## **HPE 102AM Beginning Varsity Golf II**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Prerequisite: HPE 101AM

Designed to assist college level golfers in furthering their skills and knowledge which will lead to optimum golf performance at the college level.

## **HPE 102AN Beginning Varsity Tennis II**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Prerequisite: HPE 101AN

Designed to assist college level tennis players in furthering their skills and knowledge which will lead to optimum tennis performance at the college level.

## **HPE 102AO Beginning Physioball II**

1 credit

GE category: AAS degree only

Offered upon request

Offered in Gila County only

Activity/Personal Enrichment

Prerequisite: HPE 101AO

Designed to assist the student in learning basic skills and stability on an exercise physioball.

## **HPE 102AP Pilates for Fun and Fitness II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 101AP

This course is designed for the student to develop strength, flexibility, and centering by utilizing proper Pilates technique. Also, this course is designed to increase community awareness of various methods for the achievement of wellness and life-long fitness.

## **HPE 102AY Beginning Hatha Yoga II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

This course is designed to give the student an understanding of yoga basics for proper breathing and spinal health. The student will learn elementary steps toward meditation to relax and calm the mind using 20 to 30 basic poses and variations thereof.

## **HPE 102AZ Beginning Chi Gong II**

1 credit

GE category: AAS degree only

Offered upon request

## **Activity/Personal Enrichment**

This course is a continuation to the movement of ancient Chinese Chi Gong and its philosophy and meditation in movement and preventive medicine.

## **HPE 102BA Beginning Swim Aerobics II**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Designed to assist the student in developing overall physical fitness.

## **HPE 102BB Beginning Strength and Flexibility Training II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 101BB

Designed to increase both upper and lower body strength and total flexibility using a combination of resistance training and flexibility training.

## **HPE 102BC Beginning Power Walking II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 101BC

Designed to give students the opportunity to learn warm-up, walk, and cool down using the proper stretching and power walking techniques.

## **HPE 102BD Beginning Softball II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 101BD

Designed to teach the fundamentals of the game of softball including rules, hitting, throwing, catching, and fielding.

## **HPE 104 Physical Conditioning and Assessment I**

1/2 to 2 credits

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Individualized, computerized 30-minute total body workout program designed to improve cardiovascular efficiency, joint flexibility and muscular strength. This program is designed to reduce resting heart rate, percent of body fat, and will aid in lowering levels of stress and blood pressure.

## **HPE 105 Physical Conditioning and Assessment II**

1/2 to 2 credits

GE category: AAS degree only

Offered every fall and spring semester

## Activity/Personal Enrichment

Prerequisite: HPE 104

Individualized, computerized 30-minute total body workout program designed to improve cardiovascular efficiency, joint flexibility and muscular strength. This program is designed to reduce resting heart rate, percent of body fat, and will aid in lowering levels of stress and blood pressure.

**HPE 155****Methods of Coaching Basketball**

2 credits

Offered upon request

## Activity/Personal Enrichment

Prepare students to coach basketball.

**HPE 156****Methods of Coaching Volleyball**

2 credits

Offered upon request

## Activity/Personal Enrichment

Prepare students to coach volleyball.

**HPE 165****Theory and Practice of Baseball**

2 credits

GE category: AAS degree only

Offered every fall semester

## Activity/Personal Enrichment

A study of the fundamental techniques of team play and strategy stressing rules, coaching principles, and organizational methods.

**HPE 166****Theory and Practice of Volleyball**

2 credits

GE category: AAS degree only

Offered every fall semester

## Activity/Personal Enrichment

A study of the fundamental techniques of team play and strategy stressing rules, coaching principles, and organizational methods.

**HPE 167****Theory and Practice of Softball**

2 credits

GE category: AAS degree only

Offered every fall semester

## Activity/Personal Enrichment

A study of the fundamental techniques of team play and strategy stressing rules, coaching principles, and organizational methods.

**HPE 169****Theory and Practice of Basketball**

2 credits

GE category: AAS degree only

Offered upon request

## Activity/Personal Enrichment

A study of the fundamental techniques of team play and strategy stressing rules, coaching principles, and organizational methods.

**HPE 170****Lifeguard Training**

2 credits

GE category: AAS degree only

Offered upon request

## Additional Fees Apply

## Activity/Personal Enrichment

The objective of the course is to teach students the skills and knowledge an individual requires to properly assume lifeguarding responsibilities at a swimming pool, waterpark, or a nonsurf water beach.

**HPE 180****Introduction to Leadership I**

1 credit

Offered upon request

An introduction to teamwork skills including an overview of basic principles as well as assessment and implementation strategies.

**HPE 181****Introduction to Leadership II**

1 credit

Offered upon request

## Prerequisite: HPE 180

To develop and enhance leadership techniques and skills and to prepare students to be leaders.

**HPE 190****First Aid and CPR**

2 credits

Offered every fall and spring semester

This course is focused on basic life support as performed by a health care provider. The content includes patient assessment, airway management, cardiopulmonary resuscitation, shock, bleeding and wounds, body area injuries, poisoning, burns, cold and heat-related emergencies, bone injuries, medical emergencies, emergency childbirth, and first aid skills. Identical to EMT 122 and HCE 101.

**HPE 201C****Advanced Body Conditioning I**

1 credit

GE category: AAS degree only

Offered upon request

## Activity/Personal Enrichment

Designed to assist the student in developing the basic skills and knowledge in body conditioning.

**HPE 201D****Advanced Bowling I**

1 credit

GE category: AAS degree only

Offered upon request

## Activity/Personal Enrichment

## Prerequisite: HPE 102D

Designed to assist the student in learning the basic skills and knowledge which lead to optimum bowling performance. An additional fee is required.

**HPE 201G****Advanced Golf I**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

## Activity/Personal Enrichment

## Prerequisite: HPE 102G

Designed to assist the student in learning the basic skills and knowledge which lead to optimum golfing performance. An additional fee is required.

**HPE 201I****Advanced Jogging I**

1 credit

GE category: AAS degree only

Offered upon request

## Activity/Personal Enrichment

## Prerequisite: HPE 102I

Designed to give students the opportunity to learn warm-up, jog, run, and cool-down using the proper stretching and running techniques.

**HPE 201J****Advanced Jogging-Hiking I**

1 credit

GE category: AAS degree only

Offered upon request

## Activity/Personal Enrichment

## Prerequisite: HPE 102J

Student will learn the basic skills and knowledge for jogging and hiking.

**HPE 201N****Advanced Cheerleading I**

1 credit

GE category: AAS degree only

Offered upon request

## Activity/Personal Enrichment

## Prerequisite: HPE 102N

This course is designed to teach safety techniques involved in cheerleading including jumps, stunts, pyramids, and tosses. Additional conditioning throughout the athletic seasons for participation at athletic events. Prior cheerleading experience helpful but not necessary.

**HPE 201O****Advanced Racquetball I**

1 credit

GE category: AAS degree only

Offered upon request

## Activity/Personal Enrichment

## Prerequisite: HPE 102O

To develop racquetball skills, knowledge of the rules of the game that can be demonstrated during competition, and to increase level of physical fitness.

**HPE 201Q****Advanced Swimming I**

1 credit

GE category: AAS degree only

Offered upon request

## Activity/Personal Enrichment

To learn basic swimming techniques and strokes for lifelong fitness.

**HPE 201U****Advanced Tennis I**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

## Activity/Personal Enrichment

Prerequisite: HPE 102U

Designed to assist the student in learning the basic skills and knowledge which lead to optimum tennis performance.

**HPE 201X****Advanced Volleyball I**

1 credit

GE category: AAS degree only

Offered upon request

## Activity/Personal Enrichment

## Prerequisite: HPE 102X

Designed to develop physical fitness and volleyball skills that may be demonstrated in competition and games.

**HPE 201Y****Advanced Weights I**

1 credit

GE category: AAS degree only

Offered upon request

## Activity/Personal Enrichment

Weight lifting class designed to increase body strength using free weights and universal weight equipment. Students will learn basic weight lifting techniques and lifts to target particular muscle groups. Students will also learn a lifetime physical fitness skill to increase their level of fitness.

**HPE 201AA****Advanced Baseball I**

1 credit

GE category: AAS degree only

Offered upon request

## Activity/Personal Enrichment

## Prerequisite: HPE 102AA

A study of the game of baseball including fundamental techniques, rules, and a brief history of the game.

**HPE 201AB****Advanced Varsity Baseball I**

1 credit

GE category: AAS degree only

Offered upon request

## Activity/Personal Enrichment

## Prerequisite: HPE 102AB

A study of the game of baseball including fundamental techniques, offensive and defensive strategies, rules, and a brief history of the game. To develop and enhance competitive baseball techniques and skills and to prepare student for competition.

**HPE 201AC****Advanced Basketball I**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

## Activity/Personal Enrichment

This course is designed to teach students the fundamentals of basketball, prepare them to participate in competition and understand the basic offensive and defensive strategies of the game.

**HPE 201AE****Advanced Varsity Softball I**

1 credit

GE category: AAS degree only

Offered upon request

# COURSE DESCRIPTIONS

Activity/Personal Enrichment  
Prerequisite: HPE 102AE

Develop physical fitness and softball skills that may be demonstrated in competition and games. To teach an understanding of the rules of softball and techniques used which include hitting, throwing, catching, and offensive and defensive strategies.

## **HPE 201AF** **Advanced Varsity Volleyball I**

1 credit  
GE category: AAS degree only  
Offered upon request

Activity/Personal Enrichment  
Prerequisite: HPE 102AF

Designed to develop physical fitness and volleyball skills that may be demonstrated in competition and games.

## **HPE 201AG** **Advanced Varsity Basketball I**

1 credit  
GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment

Prerequisite: HPE 102AG

This course is designed to teach students the game of basketball, offensive and defensive strategies of the game of basketball and to prepare them to participate in competition.

## **HPE 201AJ** **Advanced Aerobics I**

1 credit  
GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment

Designed to assist the student in developing overall physical fitness.

## **HPE 201AM** **Advanced Varsity Golf I**

1 credit  
GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment

Prerequisite: HPE 102AM

Designed to assist college level golfers in furthering their skills and knowledge which will lead to optimum golf performance at the college level.

## **HPE 201AN** **Advanced Varsity Tennis I**

1 credit  
GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment

Prerequisite: HPE 102AN

Designed to assist college level tennis players in furthering their skills and knowledge which will lead to optimum tennis performance at the college level.

## **HPE 201AY** **Advanced Hatha Yoga I**

1 credit  
GE category: AAS degree only  
Offered upon request

Activity/Personal Enrichment

This course is designed to give the

student an understanding of yoga basics for proper breathing and spinal health. The student will learn elementary steps toward meditation to relax and calm the mind using 20 to 30 basic poses and variations thereof.

## **HPE 201AZ** **Advanced Chi Gong I**

1 credit  
GE category: AAS degree only  
Offered upon request

Activity/Personal Enrichment

This course is a continuation to the movement of ancient Chinese Chi Gong and its philosophy and meditation in movement and preventive medicine.

## **HPE 201BA** **Advanced Swim Aerobics I**

1 credit  
GE category: AAS degree only  
Offered every fall and spring semester

Activity/Personal Enrichment

Designed to assist the student in developing overall physical fitness.

## **HPE 201BB** **Advanced Strength and Flexibility Training I**

1 credit  
GE category: AAS degree only  
Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 102BB

Designed to increase both upper and lower body strength and total flexibility using a combination of resistance training and flexibility training.

## **HPE 201BC** **Advanced Power Walking I**

1 credit  
GE category: AAS degree only  
Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 102BC

Designed to give students the opportunity to learn warm-up, walk, and cool down using the proper stretching and power walking techniques.

## **HPE 201BD** **Advanced Softball I**

1 credit  
GE category: AAS degree only  
Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 102BD

Designed to teach the fundamentals of the game of softball including rules, hitting, throwing, catching, and fielding.

## **HPE 202C** **Advanced Body Conditioning II**

1 credit  
GE category: AAS degree only  
Offered upon request

Activity/Personal Enrichment

Designed to assist the student in developing the basic skills and knowledge in body conditioning.

## **HPE 202D** **Advanced Bowling II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 201D

Designed to assist the student in learning the basic skills and knowledge which lead to optimum bowling performance. An additional fee is required.

## **HPE 202G** **Advanced Golf II**

1 credit  
GE category: AAS degree only  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Prerequisite: HPE 201G

Designed to assist the student in learning the basic skills and knowledge which lead to optimum golfing performance. An additional fee is required.

## **HPE 202I** **Advanced Jogging II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 201I

Designed to give students the opportunity to learn warm-up, jog, run, and cool-down using the proper stretching and running techniques.

## **HPE 202J** **Advanced Jogging-Hiking II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 201J

Student will learn the basic skills and knowledge for jogging and hiking.

## **HPE 202N** **Advanced Cheerleading II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 201N

This course is designed to teach safety techniques involved in cheerleading including jumps, stunts, pyramids, and tosses. Additional conditioning throughout the athletic seasons for participation at athletic events. Prior cheerleading experience helpful but not necessary.

## **HPE 202O** **Advanced Racquetball II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 201O  
To develop racquetball skills, knowledge of the rules of the game that can be demonstrated during competition, and to increase level of physical fitness.

## **HPE 202Q** **Advanced Swimming II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
To learn basic swimming techniques and strokes for lifelong fitness.

## **HPE 202U** **Advanced Tennis II**

1 credit  
GE category: AAS degree only  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Prerequisite: HPE 201U  
Designed to assist the student in learning the basic skills and knowledge which lead to optimum tennis performance.

## **HPE 202X** **Advanced Volleyball II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 201X

Designed to develop physical fitness and volleyball skills that may be demonstrated in competition and games.

## **HPE 202Y** **Advanced Weights II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment

Weight lifting class designed to increase body strength using free weights and universal weight equipment. Students will learn basic weight lifting techniques and lifts to target particular muscle groups. Students will also learn a lifetime physical fitness skill to increase their level of fitness.

## **HPE 202AA** **Advanced Baseball II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 201AA

A study of the game of baseball including fundamental techniques, rules, and a brief history of the game.

## **HPE 202AB** **Advanced Varsity Baseball II**

1 credit  
GE category: AAS degree only  
Offered upon request  
Activity/Personal Enrichment  
Prerequisite: HPE 201AB  
A study of the game of baseball including fundamental techniques, offensive and defensive strategies, rules, and a brief history of the game. To develop and enhance competitive baseball techniques and skills and to prepare student for competition.

**HPE 202AC****Advanced Basketball II**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

This course is designed to teach students the fundamentals of basketball, prepare them to participate in competition and understand the basic offensive and defensive strategies of the game.

**HPE 202AE****Advanced Varsity Softball II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 201AE

Develop physical fitness and softball skills that may be demonstrated in competition and games. To teach an understanding of the rules of softball and techniques used which include hitting, throwing, catching, and offensive and defensive strategies.

**HPE 202AF****Advanced Varsity Volleyball II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 201AF

Designed to develop physical fitness and volleyball skills that may be demonstrated in competition and games.

**HPE 202AG****Advanced Varsity Basketball II**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Prerequisite: HPE 201AG

This course is designed to teach students the game of basketball, offensive and defensive strategies of the game of basketball and to prepare them to participate in competition.

**HPE 202AJ****Advanced Aerobics II**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Designed to assist the student in developing overall physical fitness.

**HPE 202AM****Advanced Varsity Golf II**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Prerequisite: HPE 201AM

Designed to assist college level golfers in furthering their skills and knowledge which will lead to optimum golf performance at the college level.

**HPE 202AN****Advanced Varsity Tennis II**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Prerequisite: HPE 201AN

Designed to assist college level tennis players in furthering their skills and knowledge which will lead to optimum tennis performance at the college level.

**HPE 202AY****Advanced Hatha Yoga II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 201AY

This course is designed to give the student an understanding of yoga basics for proper breathing and spinal health. The student will learn elementary steps toward meditation to relax and calm the mind using 20 to 30 basic poses and variations thereof.

**HPE 202AZ****Advanced Chi Gong II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

This course is a continuation to the movement of ancient Chinese Chi Gong and its philosophy and meditation in movement and preventive medicine.

**HPE 202BA****Advanced Swim Aerobics II**

1 credit

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Designed to assist the student in developing overall physical fitness.

**HPE 202BB****Advanced Strength and****Flexibility Training II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 201BB

Designed to increase both upper and lower body strength and total flexibility using a combination of resistance training and flexibility training.

**HPE 202BC****Advanced Power Walking II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 201BC

Designed to give students the opportunity to learn warm-up, walk, and cool down using the proper stretching and power walking techniques.

**HPE 202BD****Advanced Softball II**

1 credit

GE category: AAS degree only

Offered upon request

Activity/Personal Enrichment

Prerequisite: HPE 201BD

Designed to teach the fundamentals of the game of softball including rules, hitting, throwing, catching, and fielding.

**HPE 2024****Physical Conditioning and****Assessment III**

1/2 to 2 credits

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Prerequisite: HPE 105

Individualized, computerized 30-minute total body workout program designed to improve cardiovascular efficiency, joint flexibility and muscular strength. This program is designed to reduce resting heart rate, percent of body fat, and will aid in lowering levels of stress and blood pressure.

**HPE 205****Physical Conditioning and****Assessment IV**

1/2 to 2 credits

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Prerequisite: HPE 204

Individualized, computerized 30-minute total body workout program designed to improve cardiovascular efficiency, joint flexibility and muscular strength. This program is designed to reduce resting heart rate, percent of body fat, and will aid in lowering levels of stress and blood pressure.

**HPE 260****Principles of Officiating**

2 credits

GE category: AAS degree only

Offered every fall and spring semester

Activity/Personal Enrichment

Student will gain basic rule knowledge and skills for officiating. The sports and rules covered will include (but not be limited to) football, volleyball, soccer, wrestling, basketball, baseball, and softball as well as intramural sports such as ultimate frisbee, kickball, flag football, beach volleyball, tennis, dodgeball, etc. This class will use National Federation of High Schools rules for application in youth sports, middle school and high school organized sporting events and EAC Intramurals. Students will be placed in officiating programs and mentored to help improve skills and abilities as an official.

**HPE 262A****Officiating: Volleyball**

1 credit

Offered upon request

Rules and mechanics of officiating; training for prospective officials.

**HPE 262B****Officiating: Basketball**

1 credit

Offered upon request

Rules and mechanics of officiating; training for prospective officials.

**HPE 262C****Officiating: Baseball/Softball**

1 credit

Offered upon request

Rules and mechanics of officiating; training for prospective officials.

**HPE 280****Introduction to Leadership III**

1 credit

Offered upon request

An introduction to leadership skills including an overview of basic principles as well as assessment and implementation strategies.

**HPE 298****Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Health and Physical Education.

**HPE 299****Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

**HEALTH CARE EDUCATION****HCE 100****Basic Health Care Concepts and Skills**

4 credits

Offered every fall and spring semester

Prerequisite: Writing or reading placement test score as established by District policy or instructor approval

Introductory course for students interested in health occupations. Student learning will focus on health care systems, careers in health care, personal qualities of a health care worker, legal responsibilities, and basic knowledge and skills required in the health profession. This course is designed to prepare the student to enter the world of health occupations.

**HCE 101****Basic Life Support**

2 credits

Offered every fall and spring semester

This course is focused on basic life support as performed by a health care provider. The content includes patient assessment, airway management, cardiopulmonary resuscitation, shock,

# COURSE DESCRIPTIONS

bleeding and wounds, body area injuries, poisoning, burns, cold and heat-related emergencies, bone injuries, medical emergencies, emergency childbirth, and first aid skills. Identical to HPE 190 and EMT 122.

## **HCE 102 Introduction to Health Information Management**

3 credits

Offered upon request

Offered in Gila County only

An overview of health care delivery systems and mechanisms in the U.S. Includes the medical model of healthcare and delivery in the U.S., public policy, professional roles, legal and regulatory issues, ancillary services, health record and payment systems including the Electronic Health Record (EHR), and computer systems. Also includes health reform initiatives in the U.S.

## **HCE 103 Computers in Healthcare**

2 credits

Offered upon request

Offered in Gila County only

Introduction to computer applications in healthcare settings including electronic health records, health record content, structure, and origin of clinical information for various healthcare settings. A basic review of federal, state, and organizational documentation guidelines. Legal and ethical issues applicable to health information documentation and coding practices. It is recommended that one introductory course in computers be completed prior to enrolling in this course.

## **HCE 112 Medical Terminology**

2 credits

Offered every fall and spring semester

This course is designed to give direction to the beginning allied health student who has very little experience in scientific or medical subjects. The content includes study of medical terms using a programmed learning, word-building system approach as well as the study of allied health professions, medical abbreviations and symbols, review of basic grammar as it relates to medical terminology, and introduction to basic body structures. Emphasis is placed on assessing individual and group needs and providing private consultation as well as group instruction to meet those needs.

## **HCE 114 Math for Medications**

2 credits

Offered every fall and spring semester

Prerequisite: MAT 100 or higher with a grade of "C" or higher or math placement test score as established by District policy or instructor approval

This course is an introductory course for reading medication documents and accurate calculation of dosages and solutions. The content includes review of

basic math, systems of measurement, introduction to medication administration, and dosage calculation.

## **HCE 116 Medical Dosage Calculations**

2 credits

Offered every fall and spring semester

Prerequisite: MAT 100 or higher with a grade of "C" or higher or math placement test score as established by District policy or instructor approval

This course involves reading medication documents and accurate calculation of medical dosages and solutions. The content includes math review, systems of measurements, medication administrations, dosage calculations, and unit conversions.

## **HCE 130 Medical Assisting: Administrative Competencies**

4 credits

Offered every spring semester

This course is focused on acquiring the knowledge necessary to perform medical assistant's administrative duties. The content includes introduction to common equipment utilized to file and maintain medical records, and defines and outlines the security and safety measures employed when working with medical records. Identifies and compares active, inactive, and closed medical records and how to set up a medical record retention system for a medical office. Defines medical assisting as it relates to the health care profession, ethics, safety, and security in the medical office, cultural diversity, integrated administrative procedures, health insurance, medical coding, and billing. Relates the importance of the FDA and DEA to administrative procedures and summarizes the purpose of federal healthcare regulations: HCQA, False Claims Act, OSHA, and HIPAA.

## **HCE 152 Laboratory Assisting: Overview, Principles and Procedures**

4 credits

Offered every fall semester

Prerequisite: HCE 186 with a grade of "C" or higher or concurrent enrollment in HCE 186 or instructor approval; Must be at least 18 years of age at the start of the class; Present current CPR card issued by the American Heart Association (BLS Healthcare Provider) or American Red Cross (Professional Rescuer); Present proof of two-step TB skin test or chest X-ray within the past six (6) months; Present proof of MMR (measles, mumps, & rubella), Hepatitis B, Varicella (chickenpox), Tdap (tetanus, diphtheria, & pertussis) and Influenza Vaccine (Flu Shot) immunizations; Present proof of 10 Panel Drug Screen (Urine Drug Screen); Present proof of fingerprint clearance card.

The prospective student will submit documentation of the prerequisites with the completed Proof of Prerequisites

Form to the Records and Registration Office prior to registration.

Designed to prepare individuals to enter the health profession as a laboratory assistant. Emphasis is on the role of a laboratory assistant, certification and regulatory agencies, process improvement, laboratory mathematics, documentation, legal implications, specimen integrity, principles and procedures for pre-analytical processing of laboratory specimens. Application of quality assurance, infection control, and laboratory safety. Performing specimen processing, pre-analytical processes, and point of care testing. Performing clerical and computer functions based on medicolegal guidelines for documentation.

## **HCE 156 Science for Allied Health**

4 credits

Offered every spring semester

Introduction to biology for the health professions. Includes principles of science, the chemistry of life, cell anatomy and physiology, cellular respiration, the making of proteins, cellular reproduction, patterns of inheritance, embryonic development, and human tissues.

## **HCE 160 Medical Assisting: Clinical Competencies**

6 credits

Offered every fall semester

Prerequisite: HCE 100 or NUR 100 or concurrent enrollment in HCE 100 or NUR 100 or instructor approval with a valid/active LNA or CNA license; HCE 186 or concurrent enrollment in HCE 186, and HCE 171 or concurrent enrollment in HCE 171

This course is focused on knowledge necessary to perform clinical competencies as a medical assistant. The clinical aspects of medical assisting focuses on compiling patients' medical histories, acquiring patient's vital signs, recording them, and attaining the ability to discern when a healthcare provider needs to be notified regarding a potential or apparent medical issue. Emphasis is placed on administering medications under the direction of a supervising physician/healthcare provider. Content also includes assisting with general and specialty exams, assisting with pediatric and geriatric patients, collecting lab specimens, and educating patients regarding disease process, medication needs, diagnostic procedures, and nutrition. Attention is placed on the general principles of physical therapy and cryotherapy as well as thermotherapy. The content includes performing sterile procedures, first aid, and ECG's. Cultural diversity is discussed as well as the importance of following HIPAA guidelines.

## **HCE 170 Medical Assisting: Externship**

4 credits

Offered every spring semester

Prerequisite: HCE 160

Designed to provide students a clinical setting environment in which they build on their clinical skills and front office competencies by being precepted by an experienced Medical Assistant. Each Medical Assistant student must complete an externship of a minimum of 160 hours in an ambulatory/clinical health care setting. In the actual working environment, students will perform both administrative and clinical competencies. Administrative competencies include performing clerical functions, bookkeeping procedures, and special accounting entries. Clinical competencies include fundamental principles, specimen collection, diagnostic testing, and patient care. Transdisciplinary competencies are integrated in both clinical and administrative areas. These include communication, legal concepts, patient instruction, and operational functions. Student must provide proof of current TB skin test, or a clear chest X-ray, or a statement from a healthcare provider indicating student is free from symptoms of pulmonary tuberculosis, and a current CPR card.

## **HCE 171 Introduction to Pharmacology**

3 credits

Offered every fall semester

This is an introductory course in pharmacology beginning with the history of the evolution of the science of pharmacology. The course develops into two major components: the principles and general aspects of pharmacology and discussion of the pharmacology of some specific organ systems and infections. The course will provide a good foundation of knowledge for those students who want to become a healthcare deliverer.

## **HCE 180 Patient Care Technician**

4 credits

Offered every spring

Prerequisite: NUR 100 or instructor approval with a valid/active CNA license

This course focuses on patient care services under the supervision of an instructor. Students will learn knowledge and skills necessary to perform mid-level nursing care to complex patients and recognize changes in patient conditions. Contents include but are not limited to infection control. Student must demonstrate utilizing universal precautions, sterile technique, performing sterile procedures such as wound care/sterile dressing change, performing sterile technique while placing a urinary catheter, venipuncture, ECG application, neurological observation, and skills in assisting with physical and occupational therapy. Students must have an active and valid certified nursing assistant certification/or licensed nursing assistant.

**HCE 181****Medical Claims Processing**

3 credits

Offered upon request

Offered in Gila County only

Prerequisite: HCE 103 or concurrent enrollment in HCE 103

This course allows for the student to understand the application of third-party payer billing information to claims processing in the non-hospital setting. This course also includes the use of computer for claims to ensure confidentiality, data retention, and successful payment for services.

**HCE 186****Phlebotomy and Clinical Laboratory**

2 credits

Offered every fall and spring semester

The study of accurate, up-to-date, practical information and instruction in phlebotomy procedures and techniques, along with a comprehensive background in phlebotomy theory and principles. Skill includes drawing blood, obtaining blood cultures, using Lancet or a Microlance for a micro-draw or an infant heel stick, and measuring bleeding time. This course requires successful invasive intravenous draws including fifty (50) draws using vacutainer system, and ten (10) capillary sticks.

**HCE 188****Electrocardiogram**

2 credits

Offered every fall semester

This course is focused on knowledge and skill necessary to perform electrocardiogram (ECG) monitoring duties. The content includes anatomy and physiology of the cardiac, pulmonary, and vascular systems. ECG interpretation techniques, equipment, and supplies used in telemetry will be covered.

**HCE 189****Phlebotomy Certification Review**

2 credits

Offered every fall and spring semester

Prerequisite: HCE 186

This course provides a comprehensive review of current phlebotomy theory and study plan for phlebotomy certification through American Medical Technologist (AMT). Students are provided an opportunity to test their knowledge and application of current phlebotomy theory in the classroom and online setting that will prepare them for certification and advancement in phlebotomy licensure. Completion of the course requires a minimum of 50 successful venipunctures and 10 capillary punctures from a human source.

**HCE 190****Human Body in Health and Disease**

4 credits

Offered every fall and spring semester

This course encompasses the study of the

basic concepts of human biology which includes anatomy, physiology, biochemistry, cytology, histology, pathology and related pharmacology. Included are the essential anatomical and physiological concepts of the human body's organ systems. Also included are discussions of growth, development, and aging of the human body. Understanding of these subjects leads to the topic of the psychological development of one's personality and inter-social relationships. This is based on the concept of the human's "hierarchy of needs" which is part of this course. Lab activities may be incorporated into the lectures. They will be designed to support or teach concept.

**HCE 210****Introduction to International Classification of Diseases (ICD-10)**

3 credits

Offered upon request

Offered in Gila County only

Prerequisite: BIO 160 or BIO 202 and HCE 112 and HCE 190 or HCE 240 or concurrent enrollment in BIO 160 or BIO 202 and HCE 112 and HCE 190 or HCE 240

Introduction to principles and applications of the International Classification of Diseases (ICD) coding system and the Healthcare Common Procedure Coding System (HCPCS). Includes overview of coding, introduction to ICD 10th Revision Clinical Modifications/Procedural Coding System (10-CM/PCS), coding conventions, coding guidelines, hospital inpatient, outpatient, and physician office coding, and overview of HCPCS.

**HCE 212****Current Procedural Terminology (CPT) I**

4 credits

Offered upon request

Offered in Gila County only

Prerequisite: HCE 210 or concurrent enrollment in HCE 210

Introduction to the principals and application of the Current Procedural Terminology (CPT) Coding System. General content includes coding guidelines for medical and surgical services, compliance, and healthcare reimbursement.

**HCE 214****Current Procedural Terminology (CPT) II**

4 credits

Offered upon request

Offered in Gila County only

Prerequisite: HCE 212 or concurrent enrollment in HCE 212

In-depth exposure to CPT (Current Procedural Terminology) coding, reimbursement trends, guidelines, and coding from source documents. Application of current evaluation and management documentation guidelines. Emphasis on surgical procedures. Appropriate assignment of CPT and HCPCS (Healthcare Common Procedural Coding System) Level II modifiers. Introduction to computerized encoders.

**HCE 216****Professional Practice in Coding and Billing**

3 credits

Offered upon request

Offered in Gila County only

Prerequisite: Prior or concurrent enrollment in HCE 214 required

Designed to provide for student attainment of the entry-level competencies for medical coding and billing. Placement in a clinic, physician office, hospital, managed care organization, private billing, or insurance company setting is required for a minimum of 90 hours. In an actual work situation, students will perform both medical coding and billing competencies.

**HCE 240****Human Pathophysiology**

4 credits

Offered every fall and spring semester

Prerequisite: HCE 190 or BIO 160 or BIO 202 or concurrent enrollment in BIO 202 or instructor approval

Chemical, biologic, biochemical, and psychological processes as a foundation for the understanding of alterations in health. This course focuses on the etiology, symptomatology, evaluation, treatment, and prognosis of disease processes of the human body system. These may provide awareness of possible implications of certain aspects of diseases, current scientific advances, and selected therapeutics.

**HCE 241****Nutrition**

3 credits

Offered every fall and spring semester

Scientific principles of human nutrition. Emphasis on health promotion and concepts for conveying accurate nutrition information in a professional setting.

Addresses medical nutrition therapy principles for treatment of common health conditions. Includes exploration of food sources of nutrients, basic metabolism of nutrients in the human body, relationship between diet and other lifestyle factors, use of supplements, current recommendation for food selection throughout the life cycle and use of nutrition tools for planning food intake or assessment of nutritional status.

**HCE 289****Phlebotomy Practicum**

2 credits

Offered every spring semester

Prerequisite: HCE 186 and HCE 189 or concurrent enrollment in HCE 189; Minimum age 18

Designed to provide for student attainment of the entry-level competencies for phlebotomy technician. Placement in an inpatient and outpatient health care setting is required for a minimum of 90 hours. Clinical competencies include drawing blood from patients in hospitals, clinics, doctors' offices, laboratories, or similar facilities for medical purposes. In an actual work situation, students will collect blood samples by venipuncture or

capillary draw. The student will facilitate the collection and transportation of laboratory specimens within the medical laboratory. Competencies include the assurance of quality control and safety precautions to prevent the transmission of infectious diseases. Students must provide proof of current TB skin test, or a clear chest X-ray, or a statement from a health care provider indicating student is free from symptoms of pulmonary tuberculosis. Students must also provide proof of MMR (measles, mumps, & rubella) and Hepatitis B vaccinations. On successful completion, the student is eligible to sit for the American Medical Technologists (AMT) National Registered Phlebotomy Technician Exam. AMT may deny an application if an applicant has any convictions involving a felony.

**HCE 297****Workshop**

1 to 6 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in an Allied Health program.

**HCE 299**  
**Independent Study**

1 to 6 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

**HEATING,  
VENTILATION  
AND AIR  
CONDITIONING****HVA 101****Principles of HVAC-R**

3 credits

Offered upon request

This course gives a history of HVAC-R development. Students learn the relationship between pressure and temperature, and heat transfer and become familiar with different types of HVAC-R units.

**HVA 103****HVAC-R Controls**

3 credits

Offered upon request

This course teaches about the different controls that enable the HVAC-R units to operate as designed. The knowledge gained will provide the student with a greater understanding of HVAC-R controls. This will enable the student to work on and repair all major types of HVAC-R units.

# COURSE DESCRIPTIONS

## HVA 105

### Heating System Basics

1 to 3 credits

Offered upon request

This course teaches the different types of heating units used in all applications of the HVAC industry. The knowledge will enable the student to be able to work on and repair all major brands of heating units and will enable the student to maintain a well paid career.

## HVA 109

### Troubleshooting HVAC-R Systems

3 credits

Offered upon request

This course teaches the students the techniques required for servicing and repairing all forms of HVAC systems. The student will become familiar with being able to determine what is wrong in a given circumstance by evaluating what is wrong with information the student has learned. This knowledge will also enable the student to maintain a well paying career.

## HVA 110

### Electricity for HVAC-R

1 to 3 credits

Offered upon request

This course is designed for the application of concepts to the real world of HVAC-R. The course is designed with detailed electrical procedures, basic electrical concepts, reading of circuits and meters, identification of components, symbols and wiring diagrams used in air conditioning control systems, installation of contacts, relays, and overloads as well as troubleshooting applicable to the field of HVAC-R technology.

## HVA 115

### EPA Certification

1 credit

Offered upon request

Upon successful completion of this course, students will be eligible to take the nationally recognized EPA Universal certification that will allow the individual to perform system evacuations of various cooling gases in the field of refrigeration technology.

## HVA 201

### Advanced HVAC-R Commercial Air Conditioning

3 credits

Offered upon request

Prerequisite: HVA 115 or instructor approval

This course develops a basic knowledge of commercial air conditioning. It helps students understand commercial package units, as well as the role of fresh air mixing, variable air volume, and variable refrigerant flow.

## HVA 207

### Commercial Refrigeration Applications

3 credits

Offered upon request

Prerequisite: HVA 115 or instructor

approval

This course explores the different methods of commercial refrigeration systems, identifies the various types of commercial refrigeration units and their applications, and differentiates between standard and special refrigeration applications.

## HVA 297

### Workshop

1 to 6 credits

Offered upon request

Designed to meet a variety of needs for students in an HVAC program.

ancient times to 1650. This course of study includes the rise of the city in Mesopotamia and Egypt, the rise of Greece and Rome, the Byzantine Empire and the Middle Ages in western Europe, the Renaissance and Reformation, exploration and expansion, and the century of religious warfare.

## HIS 105

### Modern Europe Since 1550

3 credits

GE category: Diversity and Inclusion, Global/International/Historical Awareness, Social Sciences  
Offered every spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Survey and development of western thought, culture, and political history from 1550 to present day. This course of study includes the century of religious warfare, the age of Absolutism and Constitutionalism, the Scientific Revolution, the French Revolution, the Industrial Revolution, the rise of the Nation-State, World War I, World War II, the Cold War, and post-Cold War western world and globalism.

## HIS 111

### History of China to 1600

3 credits

GE category: Diversity and Inclusion, Global/International/Historical Awareness, Social Sciences  
Offered every fall semester  
Offered in Gila County only

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Survey of the development of Chinese culture and society from early man to the Ming Dynasty and European penetration. Students will become familiar with continuity and change in Chinese history, from distinct features of homo erectus fossil finds in China, through the traditional society encountered by European traders in the seventeenth century. Topics will include the physical, climatological, and population characteristics of the region, contacts with surrounding cultures, the cultural, philosophical, and religious justifications for centralized imperial rule, traditional social structure, and social roles from the village level to the imperial court, and dynastic emergence, collapse, and reform. Chinese developments in writing, literature, art, science, and engineering will be reviewed at each historical stage.

## HIS 104

### The Development of Europe to 1650

3 credits

GE category: Diversity and Inclusion, Global/International/Historical Awareness, Social Sciences  
Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Survey and development of western thought, culture, and political history from

Survey of the development of Chinese culture and society from the period of early European contact under the Ming Dynasty (1577) through modern political and economic developments in China today. Students will become familiar with social and economic traditions of traditional China, the role of central Asian populations in Chinese polity, and the conservative role of traditional Chinese bureaucracy. Pressures created by European contact, trade, technological change, and conflicts on the borders of China will be described along with centralized efforts to control and resist change. Decline of centralized power in the nineteenth century, the Republican/Nationalist revolution, the emergence of the Chinese Communist Party, and the internal and external wars from 1937 to 1949 will be reviewed. Policies and institutions of the Chinese Communist Party from 1949 through the Great Leap Forward and Cultural Revolution will be studied along with economic, political, and military changes in the Post-Mao era.

## HIS 221

### Mexican American History and Culture

3 credits

GE category: Intensive Writing, Diversity and Inclusion, Global/International/Historical Awareness, Social Sciences  
Offered every fall semester

Prerequisite: ENG 101 with a grade of "C" or higher

The Mexican-American culture, from a historical, anthropological, and sociological point of view with emphasis upon contemporary conditions and problems is presented. The course surveys Mexican-American people from their origins in Pre-Columbian Mexico to the present in the southwestern United States. It includes settlement patterns, society, and political economy of the Spanish Empire and Mexico in El Norte since the Treaty of Guadalupe Hidalgo.

## HIS 298

### Workshop

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs of students in History.

## HIS 299

### Independent Study

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## HIS 112

### History of China 1600 to Present

3 credits

GE category: Diversity and Inclusion, Global/International/Historical Awareness, Social Sciences  
Offered every spring semester  
Offered in Gila County only

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

# HUMAN HEALTH AND PERFORMANCE

## HHP 100

### Personal Health

3 credits

GE category: Social Sciences Diversity and Inclusion

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Students will gain an understanding of health issues critical to their well-being. This includes body functions in health and disease, ways of maintaining and improving one's health, means of preventing disorders, understanding common diseases, and the importance of proper curative measures. Students will identify the historical and present day global health issues and their impact on society politically, socially, economically, and psychologically. Required for HPE majors, Sports Studies majors, and Sports Medicine and Rehabilitative Therapies certificates.

## HHP 107

### Personal Training

2 credits

Offered Upon Request

Prerequisite: HHP 213, HHP 274, and HHP 278 or concurrent enrollment in HHP 213, HHP 274, and HHP 278

Students will learn about the essentials to personal fitness training. Students will be introduced to the human movement system, the Optimum Performance Training (OPTTM) model and other domains of basic exercise science; assessment; exercise technique and training instruction; program design; client relations and behavioral coaching; and professional development, practice, and responsibility.

## HHP 140

### Fitness and Sports Medicine I

1 credit

Offered every fall semester

This course is designed to allow on-field observations of student athletes' participation in various fitness and athletic events as associated with Sports Medicine.

## HHP 141

### Fitness and Sports Medicine II

1 credit

Offered every spring semester

This course is designed to allow clinical observation of post surgery/trauma rehabilitation and sport specific interventions.

## HHP 210

### Introduction to Exercise Science and Physical Education

3 credits

Offered every spring semester

An introduction to the disciplines and professions associated with exercise science/kinesiology including an overview of historical and philosophical foundations.

## HHP 213

### Introduction to Strength and Conditioning for Sport Performance

3 credits

Offered every fall and spring semester

Introduction to basic strength and cardiovascular training principles including structures and function of the cardiorespiratory system, the integrated fitness assessment, the importance of core, balance, resistance, plyometric, and speed, agility, and quickness trainings, and causes and symptoms of chronic health conditions.

## HHP 214

### Contemporary Sports Management

3 credits

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

An introduction to local, national, and international sport, legal issues, and ethics in sport management, and its influence on society and culture. Assess and analyzes the increasing globalization of the sports industry and develops an understanding of the similarities and differences in sport management practices and applications around the world. Includes current trends in sports research and management. Covers the history of the sports industry, terminology, and career opportunities. Identical to BUS 214.

## HHP 240

### Fitness and Sports Medicine III

1 credit

Offered every fall semester

Course is designed to allow application of techniques observed by students pursuing the Sports Medicine and Rehabilitative Therapies Certificate.

## HHP 241

### Fitness and Sports Medicine IV

1 credit

Offered every spring semester

Course is designed to allow application of techniques observed by students pursuing the Sports Medicine and Rehabilitative Therapies Certificate.

## HHP 270

### Introduction to Sports Medicine

3 credits

Offered every fall and spring semester

Introductory course designed to provide insight into the athletic training profession:

emergency care, daily training room procedures, etc.

## HHP 274

### Sports Nutrition

3 credits

Offered every fall semester

Examination of the relationship between nutrition and the human body. Includes introduction to nutrition, food habits, nutritional components, food selection, nutritional assessment, eating disorders, and using your knowledge.

## HHP 276

### Sports Psychology

3 credits

Offered every fall and spring semester

Examination of psychological factors that influence sport performance and coaching behaviors and the psychological effects that sport and exercise involvement have on the participant. Includes an introduction to sport psychology and sport history, psychological principles of behavioral development and control, social psychological dimensions of sport and exercise, personality assessment, the study of special athletic populations, coaching roles and behavior, and exercise psychology.

## HHP 278

### Kinetic Anatomy

3 credits

Offered every fall and spring semester

Examination of anatomical factors that will enhance "hands-on" experiences, teach anatomical structures, present common anatomical conditions, and provide basic vocabulary of anatomy.

## HHP 292

### Athletic Training Practicum I

3 credits

Offered every fall and spring semester

To teach and evaluate competencies in acute care of injury and illness, assessment and evaluation, general medical conditions, health care administration, nutritional aspects of injury and illness, pharmacology, professional development and responsibilities, risk management and injury prevention, therapeutic exercise, and therapeutic modalities.

## HHP 293

### Athletic Training Practicum II

3 credits

Offered upon request

To teach and evaluate competencies in acute care of injury and illness, assessment and evaluation, general medical conditions, health care administration, nutritional aspects of injury and illness, pharmacology, professional development and responsibilities, risk management and injury prevention, therapeutic exercise, and therapeutic modalities.

## HHP 294

### Athletic Training Practicum III

3 credits

Offered upon request

To teach and evaluate competencies in post-secondary education programs, professional development and responsibilities, assessment and evaluation, therapeutic exercise, and therapeutic modalities.

## HHP 295

### Athletic Training Practicum IV

3 credits

Offered upon request

To teach and evaluate competencies in acute care of injury and illness, assessment and evaluation, general medical conditions, health care administration, nutritional aspects of injury and illness, pharmacology, professional development and responsibilities, risk management and injury prevention, therapeutic exercise, and therapeutic modalities.

# INDUSTRIAL ARTS

## IAR 101

### Woodworking

2 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

History of wood technology, use of tools, safety, construction principles, introduction to wood finishes and other wood processes. Students will be charged for some supplies.

## IAR 110

### Upholstery

2 to 3 credits

Offered upon request

Activity/Personal Enrichment

The course includes construction practices in frames and bases, use of hand and power tools and the selection of finishes, fabrics, and materials, and instruction in processes used in upholstery. Prior sewing experience is helpful but not required.

## IAR 112

### Advanced Upholstery

2 to 3 credits

Offered upon request

Activity/Personal Enrichment

Prerequisite: IAR 110

The course includes advanced study of upholstery processes, covering selection of finishes, fabrics and materials and technical solutions to problems in advanced practices.

# COURSE DESCRIPTIONS

## IAR 120

### Machine Woodworking

2 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Use of power tools, industrial applications, proper structural relationships, and strength of wood construction. Students will be charged for some supplies.

## IAR 297

### Workshop

1 to 6 credits

Offered upon request

Activity/Personal Enrichment

A course designed to meet a variety of needs for students in Industrial Arts.

## IAR 298

### Workshop

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

A course designed to meet a variety of needs for students in Industrial Arts.

## IAR 299

### Independent Study

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## IPT 140

### Bulk Materials Handling

3 credits

Offered every spring semester

This course covers the safe operation, maintenance, and repair of industrial materials handling machinery, including conveyors, feed and discharge devices, screens, and crushers.

## IPT 150

### Industrial Plant Hydraulics

2 credits

Offered every spring semester

Prerequisite: TEC 112 with a grade of "C" or higher

This course reviews fluid mechanics in an industrial setting, as applied to the operation, maintenance, and repair of specific industrial equipment.

## IPT 160

### Machinery Maintenance and Troubleshooting

3 credits

Offered every spring semester

Prerequisite: IPT 140 with a grade of "C" or higher or concurrent enrollment in IPT 140

This course teaches systematic methods of identifying causes of mechanical failure and using predictive methods to prevent mechanical failure.

## IPT 260

### Advanced Machinery Maintenance and Troubleshooting

4 credits

Offered every fall semester

Prerequisite: IPT 160

This course teaches systematic methods of identifying causes of mechanical failure. Course teaches predictive methods to prevent mechanical failure and skills needed to implement and perform preventative maintenance on industrial machinery. Course also covers electrical safety and theory which is geared to plant maintenance personnel.

## INDUSTRIAL PLANT TECHNOLOGY

## IPT 110

### Industrial Shop Practices

3 credits

Offered every fall semester

Provides instruction in basic skills needed to work in industrial repair and maintenance shops, emphasizing safe and efficient use of hand and power tools, fine measurement, tool maintenance and sharpening.

## IPT 120

### Industrial Pump Maintenance and Repair

3 credits

Offered every fall semester

This course covers various types of pumps and their associated piping systems as applied in industrial settings.

## IPT 130

### Industrial Valve Maintenance and Repair

3 credits

Offered every fall semester

This course covers various types of valves and their associated piping systems as applied in industrial settings.

## LANGUAGES

## ASL 011

### Conversational American Sign Language I

3 credits

Developmental course - does not count for graduation credit

Offered every fall semester

Introduction to Conversational American Sign Language. Emphasizes vocabulary, structure, grammar, dialogues, and narratives.

## ASL 012

### Conversational American Sign Language II

3 credits

Developmental course - does not count for graduation credit

Offered every spring semester

Continuation of ASL 011. Emphasizes vocabulary, grammatical structure, dialogue, and narratives.

## ASL 098

### American Sign Language Lab I

1 credit

Developmental course - does not count for graduation credit

Offered every fall semester

Activity/Personal Enrichment

Emphasizes vocabulary, structure, grammar, dialogues, and narratives. Lab is conducted primarily without voice. Students taking the lab independent of ASL 101 receive 1 credit. Students taking the lab concurrently with ASL 101 receive 0 credit.

## ASL 099

### American Sign Language Lab II

1 credit

Developmental course - does not count for graduation credit

Offered every spring semester

Activity/Personal Enrichment

Continuation of American Sign Language Lab I. Practice in sign skills for beginning ASL students. Emphasizes vocabulary, structure, grammar, and narratives. Students taking the lab independent of ASL 102 receive 1 credit. Students taking the lab concurrently with ASL 102 receive 0 credits.

## ASL 101

### Beginning American Sign Language I

4 credits

GE category: GE Options

Offered every fall semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy. Concurrent enrollment in ASL 098G required

Development of American Sign Language and its application within the deaf community. Emphasizes vocabulary, structure, grammar, dialogues, and narratives.

## ASL 102

### Beginning American Sign Language II

4 credits

GE category: GE Options

Offered every spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy. Concurrent enrollment in ASL 099G required

Development of American Sign Language and its application within the deaf community. Emphasizes vocabulary,

structure, grammar, dialogues, and narratives.

## FLN 298

### Workshop

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Meets individual student needs in languages other than Apache, French, German, and Spanish.

## FRE 011

### Beginning Conversational French I

2 credits

Developmental course - does not count for graduation credit

Offered every fall and spring semester

Activity/Personal Enrichment

Emphasizes sentence structure, vocabulary, pronunciation, and study of French-speaking cultures.

## FRE 012

### Beginning Conversational French II

2 credits

Developmental course - does not count for graduation credit

Offered every fall and spring semester

Activity/Personal Enrichment

Emphasizes sentence structure, vocabulary, pronunciation, and study of French-speaking cultures.

## FRE 090

### Interactive French Lab

1 to 3 credits

Developmental course - does not count for graduation credit

Offered every fall and spring semester

Activity/Personal Enrichment

This course emphasizes listening comprehension, sentence structure, vocabulary, and pronunciation through the use of the Rosetta Stone software.

## FRE 101 FRE 1101

### Elementary French I

4 credits

GE category: GE Options Diversity and Inclusion, Global/International/Historical Awareness

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course is designed for students at the Beginning French I level. Emphasizes speaking, reading, writing, listening comprehension, and culture through a variety of approaches.

## FRE 102 FRE 1102

### Elementary French II

4 credits

GE category: GE Options Diversity and Inclusion, Global/International/Historical Awareness

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test

score as established by District policy and FRE 101 or instructor approval  
Continuation of FRE 101. Emphasizes speaking, reading, writing, listening comprehension, and culture through a variety of approaches.

### FRE 201 DSUN FRE 2201 Intermediate French I

4 credits  
GE category: GE Options Diversity and Inclusion, Global/International/Historical Awareness  
Offered every fall and spring semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy and FRE 102 or instructor approval.  
Intermediate study of French language, with emphasis on speaking, listening, reading, and writing. Course taught in French. With completion of two or more years of high school French or equivalent experience in a French speaking country, instructor may approve placement in this class.

### FRE 202 DSUN FRE 2202 Intermediate French II

4 credits  
GE category: GE Options, Diversity and Inclusion, Global/International/Historical Awareness  
Offered every fall and spring semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy and FRE 201 or instructor approval  
Continuation of FRE 201. Intermediate study of French language, with emphasis on speaking, listening, reading, and writing. Course taught in French. With completion of four years of high school French or equivalent experience in a French speaking country, instructor may approve placement in this class.

### FRE 261 French Conversation and Composition I

2 credits  
Offered upon request  
Emphasizes speaking and writing in everyday idiom; employs materials based on current topics.

### FRE 262 French Conversation and Composition II

2 credits  
Offered upon request  
Emphasizes speaking and writing in everyday idiom; employs material based on current topics.

### FRE 298 Workshop

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Designed to meet a variety of needs for students in French.

### FRE 299

#### Independent Study

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Design and execution of original projects under faculty supervision for students in French Language.

### LAN 090

#### Interactive Languages Lab

1 to 3 credits  
Offered every fall and spring semester  
Activity/Personal Enrichment  
This course emphasizes listening comprehension, sentence structure, vocabulary, and pronunciation in a variety of languages with the use of the Rosetta Stone software.

### SPA 011

#### Beginning Conversational Spanish I

2 credits  
Developmental course - does not count for graduation credit  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Emphasizes sentence structure, vocabulary, pronunciation, and study of Spanish-speaking cultures.

### SPA 012

#### Beginning Conversational Spanish II

2 credits  
Developmental course - does not count for graduation credit  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Emphasizes sentence structure, vocabulary, pronunciation, and the study of Spanish-speaking cultures.

### SPA 013

#### Intermediate Conversational Spanish I

2 credits  
Developmental course - does not count for graduation credit  
Offered upon request  
Activity/Personal Enrichment  
Emphasizes sentence structure, vocabulary, pronunciation, and study of Spanish-speaking cultures.

### SPA 090

#### Interactive Spanish Lab

1 to 3 credits  
Developmental course - does not count for graduation credit  
Offered every fall and spring semester  
Activity/Personal Enrichment  
This course emphasizes listening comprehension, sentence structure, vocabulary, and pronunciation through the use of the Rosetta Stone software.

### SPA 101 DSUN SPA 1101

#### Elementary Spanish I

4 credits  
GE category: Diversity and Inclusion, Global/International/Historical Awareness, GE Options  
Offered every fall and spring semester  
Emphasizes speaking and writing in everyday idiom; employs material based on current topics.

Offered every fall and spring semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course is designed for students at the Beginning Spanish I level. Emphasizes speaking, reading, writing, listening comprehension, and culture through a variety of approaches.

### SPA 102 DSUN SPA 1102

#### Elementary Spanish II

4 credits  
GE category: Diversity and Inclusion, Global/International/Historical Awareness, GE Options  
Offered every fall and spring semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy and SPA 101 or instructor approval  
Continuation of SPA 101. Emphasizes speaking, reading, writing, listening comprehension, and culture through a variety of approaches.

### SPA 201 DSUN SPA 2201

#### Intermediate Spanish I

4 credits  
GE category: Diversity and Inclusion, Global/International/Historical Awareness, GE Options  
Offered every fall and spring semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy and SPA 102 or instructor approval  
Intermediate study of Spanish language, with emphasis on speaking, listening, reading, and writing. Course taught in Spanish. With completion of four years of high school Spanish or equivalent experience in a Spanish speaking country, instructor may approve replacement in this class.

### SPA 202 DSUN SPA 2202

#### Intermediate Spanish II

4 credits  
GE category: Diversity and Inclusion, Global/International/Historical Awareness, GE Options  
Offered every fall and spring semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy and SPA 201 or instructor approval  
Continuation of SPA 201. Intermediate study of Spanish language, with emphasis on speaking, listening, reading, and writing. Course taught in Spanish. With equivalent experience in a Spanish speaking country, instructor may approve placement in this class.

### SPA 261

#### Spanish Conversation and Composition I

2 credits  
Offered upon request  
Emphasizes speaking and writing in everyday idiom; employs material based on current topics.

### SPA 262

#### Spanish Conversation and Composition II

2 credits  
Offered upon request  
Emphasizes speaking and writing in everyday idiom; employs material based on current topics.

### SPA 298

#### Workshop

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Designed to meet a variety of needs for students in Spanish.

### SPA 299

#### Independent Study

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Design and execution of original projects under faculty supervision for Spanish Language students.

## MACHINE SHOP

### MSP 297

#### Workshop

1 to 6 credits  
Offered upon request  
Activity/Personal Enrichment  
Designed to meet a variety of needs for students in Machine Shop.

### MSP 298

#### Workshop

1 to 3 credits  
Offered upon request  
Activity/Personal Enrichment  
Designed to meet a variety of needs for students in Machine Shop.

### MSP 299

#### Independent Study

1 to 4 credits  
Offered upon request  
Activity/Personal Enrichment  
Research, design and execution of original projects under faculty supervision.

## MATHEMATICS

### MAT 055

#### Basic Math

4 credits  
Developmental course - does not count for graduation credit  
Offered every fall and spring semester  
A basic course in mathematics. Topics include operations with whole numbers, integers, fractions, and decimal numbers, ratio, proportion, and percent. Additional topics include U.S. customary and metric measurement systems, and geometry.

# COURSE DESCRIPTIONS

## MAT 077

### Elementary Algebra

4 credits

Developmental course - does not count for graduation credit

Offered every fall and spring semester

Prerequisite: Placement test score as established by District policy

An introduction to Algebra. Topics include algebraic expressions, linear equations and inequalities, graphing, exponents, polynomials, factoring, and systems of equations.

## MAT 100

### Applied Mathematics

4 credits

Developmental Course

GE category: AAS degree only

Offered every fall and spring semester

A survey of mathematical concepts including operations with numbers and fundamental algebraic operations, measurement, geometry, right-triangle trigonometry, and statistical measures.

## MAT 120

### Intermediate Algebra

4 credits

GE category: AAS degree only

Offered every fall and spring semester

Prerequisite: MAT 077 with a grade of "C" or higher or placement test score as established by District policy

A continuation of Elementary Algebra. Topics include functions, inequalities, equations, systems of equations, polynomials, and rational expressions and functions.

## MAT 140 MAT 1142

### College Mathematics

3 credits

GE category: Mathematics

Offered every fall and spring semester

Prerequisite: MAT 077 or higher with a grade of "C" or higher, or BUS 111 with a grade of "C" or higher, or placement test score as established by District policy and ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Applications of mathematics to real life situations. Quantitative methods including probability, statistics, algebra, and exponential functions will be used to analyze concepts and applications from business, social sciences, the physical sciences, and the mathematics of finance. Optional topics may include linear programming, geometry, logic, graph theory, voting theory, and apportionment. Recommend completion of at least two years of high school algebra. Appropriate for students whose major does not require any Calculus.

## MAT 154 MAT 1151

### Precalculus Algebra

4 credits

GE category: Mathematics

Offered every fall and spring semester

Prerequisite: MAT 120 with a grade of "C" or higher or placement test score

as established by District policy and ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

A first course to prepare students for calculus. Topics include functions, graphs, equations, exponentials, logarithms, matrices, and conic sections. Optional topics may include sequences and series.

## MAT 156

### Principles of Mathematics I

3 credits

Offered every spring semester

Prerequisite: MAT 140 or higher with a grade of "C" or higher or placement test score as established by District policy

Mathematical principles and processes underlying mathematics instruction in grades K-8; numbers and the base-ten system, problem solving, fractions, decimals, addition, subtraction, multiplication, division, ratios, proportions, and number theory.

## MAT 157

### Principles of Mathematics II

3 credits

Offered every spring semester

Prerequisite: MAT 140 or higher with a grade of "C" or higher or placement test score as established by District policy

A continuation of MAT 156, Principles of Math I, including the processes underlying mathematics instruction in grades K-8; algebra, measurement, geometry including perimeter, area, volume, surface area, transformations, constructions, symmetry, scaling, statistics, and probability.

## MAT 160 MAT 1160

### Introduction to Statistics

3 credits

GE category: Mathematics

Offered every fall and spring semester

Prerequisite: MAT 140 or higher with a grade of "C" or higher or placement test score as established by District policy and ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Introduces statistical methods as applied to collecting, tabulating, analyzing, presenting, and interpreting data. Topics covered include frequency distributions, measures of central tendency, measures of dispersion, elementary probability theory, estimation, hypothesis testing, regression and correlation. A basic course for students in business, behavioral and social sciences. Identical to PSY 220.

## MAT 171

### Finite Mathematics

4 credits

GE category: Mathematics

Offered upon request

Prerequisite: MAT 154 or higher with a grade of "C" or higher or math placement test score as established by District policy and ENG 091 with a grade of "C" or higher or reading placement test score as established by District

policy

Math for social, life, and management sciences. Topics covered will be applicable to certain business majors (please consult your advisor). Includes systems of equations, set theory, matrices, probability, and other subjects.

## MAT 181

### Precalculus Trigonometry

3 credits

GE category: Mathematics

Offered every fall and spring semester

Prerequisite: MAT 154 with a grade of "C" or higher or concurrent enrollment in MAT 154 or placement test score as established by District policy and ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Trigonometric functions, identities and equations; development and application of the various formulae for solving triangles, vectors, and complex numbers.

## MAT 210 MAT 2212

### Elements of Calculus

4 credits

GE category: Mathematics

Offered upon request

Prerequisite: MAT 154 with a grade of "C" or higher or placement test score as established by District policy and ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Differential and integral calculus of elementary functions with applications to business, economics, and the social sciences. Not open to students who have received a grade of "C" or higher in MAT 220.

## MAT 220 MAT 2220

### Calculus I

5 credits

GE category: Mathematics

Offered every fall and spring semester

Prerequisite: MAT 181 with a grade of "C" or higher or MAT 187 with a grade of "C" or higher or placement test score as established by District policy and ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Real numbers, limits and continuity for functions of a single real variable. Differentiability and applications of the derivative. Introduction to integral calculus and applications of the integral.

## MAT 225

### Elementary Linear Algebra

3 credits

Offered every fall semester

Prerequisite: MAT 210 or higher with a grade of "C" or higher

Introduction to vector spaces, linear transformations, matrices, determinants, eigenvalues and eigenvectors, and solutions of linear systems of equations.

## MAT 230 MAT 2230

### Calculus II

4 credits

GE category: Mathematics

Offered every fall and spring semester

Prerequisite: MAT 220 with a grade of "C" or higher

Continuation of MAT 220. Transcendental functions, techniques of integration, parametric equations, improper integrals, numerical methods, infinite series, conics, and polar coordinates.

## MAT 240 MAT 2241

### Calculus III

4 credits

GE category: Mathematics

Offered every spring semester

Prerequisite: MAT 230 with a grade of "C" or higher

Continuation of MAT 230. Vectors, geometry, differentiation, and integration in Euclidean n-space. Line and surface integrals. Theorems of Green, Gauss, and Stokes.

## MAT 260 MAT 2262

### Differential Equations

4 credits

GE category: Mathematics

Offered every spring semester

Prerequisite: MAT 230 with a grade of "C" or higher and ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Basic concepts, ordinary differential equations of first order, higher order linear equations, variation of parameters, undetermined coefficients. Systems of equations, series solutions and Laplace transform methods. The course includes six MatLab assignments.

## MAT 298

### Workshop

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs of students in Mathematics.

## MAT 299

### Independent Study

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## MEDIA COMMUNICATIONS

### MDC 100

#### Introduction to Film Studies

3 credits

GE category: Humanities

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course is an introduction to film analysis that examines critical approaches of authorship, genre, presentation, and narrative. Students will become literate in the language of cinema and learn basic film concepts, techniques, and terminology in an effort to appreciate films more completely. The course examines how films are shot, tell stories, develop characters, and depict physical reality through the combined, constructed medium of sound and image.

### **MDC 102**

#### **Introduction to Media Communications**

3 credits

GE Category: Diversity and Inclusion, Social Sciences

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course covers laws, regulations, ethics, politics, social diversity, economics, and the globalization issues related to mass media communications. The focus of this course is to develop an understanding of current and past applications, methods, styles and techniques of each medium used in mass media communication. Examines the roles of books, newspapers, magazines, radio, television, motion pictures, advertising, and social media play in influencing individuals within society. Develops each individual's understanding related to how various media affect society in the digital age.

### **MDC 108**

#### **Video Editing for Family History**

2 credits

Offered upon request

An introductory course in video production for the individual who wants to document family history and other personal events. Participants capture home videos and scan photographs or slides to a computer so they can preserve and share these moments with their families. They create a DVD of their completed projects. This course is taught on the PC platform. Identical to GEN 108.

### **MDC 109**

#### **Media Production Process**

1 credit

Offered upon request

Activity/Personal Enrichment

This course offers instruction in the use of low cost alternatives to develop highly engaging media presentations. Projects will be developed using the personal computer and low-cost editing software, cameras, and recorders. Students are encouraged to bring in their equipment to better learn how to use what they already have available.

### **MDC 115**

#### **Cinematic Storytelling**

3 credits

GE category: Humanities

Offered upon request

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course introduces students to the world of cinematic storytelling by exploring the nature, structure, and function of storytelling in film and society. Students will analyze how elements such as plot, character, setting, and narrative techniques effect the meaning and impact of a film. By learning the proper structure and components of a story, students will be able to understand, create, and appreciate film narrative.

### **MDC 150**

#### **Video Production**

3 credits

Offered upon request

An overview of the principles and beginning techniques of video production.

### **MDC 162**

#### **Audio Recording Techniques for Voice Actors**

3 credits

Offered upon request

This course offers instruction in the basic functions, operation, and use of audio mixers and associated equipment for audio recording for voice actors. Training includes recording techniques, voice acting skills, and audio editing. Special topics cover interpreting novels, usage rights, and employment opportunities.

### **MDC 168**

#### **Audio for Studio and Sound Reinforcement**

3 credits

Offered upon request

This course offers instruction in the concepts and functions of studio microphones, audio mixers, sound systems, consoles, amplifiers, speakers, and processors. Focus is on studio recording and sound reinforcement for live venues. Special topics cover audio aesthetics, usage rights, and employment opportunities.

### **MDC 180**

#### **Video Editing I**

3 credits

Offered upon request

Course work covers current techniques in non-linear video editing. Students will become familiar with use of computer based editing concepts common to the video editing industry. Students will learn how to author and create a DVD of their completed projects. Students will do research comparisons on equipment and software available for video editing.

### **MDC 200**

#### **Film History**

3 credits

GE category: Humanities, Global/International/Historical Awareness

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course explores the film industry within the context of its historical, social, economic, and artistic influence. Students will examine the aesthetic and commercial interests of cinema and its historical development from the 1890s to the contemporary period. Students will study the technology, the industrial structures, the personnel, and the films that have marked the evolution of film from silent shorts, world cinema, and through the rise and fall of the Hollywood studio system, to the period of conglomeration and convergence that currently defines the industry.

### **MDC 212**

#### **Writing the Screenplay**

3 credits

Offered every spring semester

Prerequisite: MDC 112 and ENG 100 or higher with a grade of "C" or higher, or writing placement test score as established by District policy, or instructor approval

The emphasis of this course is on telling a visual story. Students are expected to develop and write a short screenplay. This course is a key component for success in other media production classes.

### **MDC 220**

#### **Principles of Filmmaking**

3 credits

GE category: Humanities

Offered every fall semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course is designed to introduce students to the world of film production, guiding them through each step of the film production process. This course covers the important roles and responsibilities required throughout the entire filmmaking process. Students explore the five key disciplines of filmmaking: directing, cinematography, producing, production design, and post-production. The student will learn the importance of each phase of creating a motion picture, starting with the idea, and progressing to the completion of a short film. Students are provided with the knowledge, skills, and experience to film and produce a short film.

### **MDC 250**

#### **Documentary Video Production**

3 credits

Offered upon request

Instruction in documentary video production for television, educational media, and corporate communications. The principles, standards, press rights, and ethics for documentary video

production are covered. Students learn the process of producing, shooting, interviewing, and sound recording for video documentaries. Skills include pre-production planning, scheduling, location details, shot lists, and scripting for non-fiction video. Styles/ techniques focus on different approaches to documentary production by PBS, BBC, National Geographic, and theatrical infotainment. Special topics cover document story structure, aesthetics, usage rights, ethics, libel, and press laws.

### **MDC 252**

#### **Sports Production I**

1 credits

Offered upon request

This course offers instruction in the functions, operation, and use of HD broadcast digital cameras, and associated equipment for live sports video production. Students learn the process of producing, directing, and special camera operations for Sports Video Production. Students produce EAC sports promos, player highlights, and team profiles that are incorporated into the live webcasts.

### **MDC 253**

#### **Sports Production II**

1 credits

Offered upon request

This course offers instruction in the functions, operation, and use of HD broadcast digital cameras, and associated equipment for live sports video production. Students learn the process of producing, directing, and special camera operations for Sports Video Production. Students produce EAC sports promos, player highlights, and team profiles that are incorporated into the live webcasts.

### **MDC 254**

#### **Cinema Style Video Production**

3 credits

Offered upon request

This course offers instruction in digital cinema video production and the specialized cameras, lighting, and grip equipment used in cinematic filmmaking. Students learn the art and technique of visual and narrative storytelling. Training covers cinematic shooting styles using natural and available light plus traditional artificial lighting. Fundamental elements focus on the basics of filmmaking: producing, research, story development, directing, cinematography, sound recording, and post-production editing. Special topics explore different cinema genres, structure, aesthetics, and the vision of the director. Special topics are location operations, safety and proper securing of video equipment and cables.

### **MDC 280**

#### **Video Editing II**

3 credits

Offered every spring semester

Prerequisite: MDC 180 with a grade of "C" or higher or instructor approval  
Continuation of MDC 180. This course

## COURSE DESCRIPTIONS

covers current techniques in non-linear video editing. Students will become familiar with concepts of video trimming, staying in sync, editing in the timeline, changing audio levels, and visual effects. This course will also focus on developing the student's understanding of the multiple methods a video editor uses to enhance the script's intent and the final project outcome.

### MDC 290 Media Communications Capstone Project

1 credits  
Offered every spring semester  
Prerequisite: MDC 150 and MDC 180 with a grade "C" or higher, or instructor approval

This course requires students to apply concepts and methods from multiple courses, such as screenwriting, documentary production, cinema production, and post production. Students will be responsible for a semester length project.

### MDC 297 Workshop

1 to 6 credits  
Offered upon request  
Activity/Personal Enrichment

Designed to meet a variety of needs for students in the Media Communications program.

## MINING

### MIN 121 Surface Mine Safety Training

1 to 2 credits  
Offered upon request  
Offered in Gila County only  
This course will meet U.S. Mine Safety and Health Administration requirements for new miner training for individuals, contractors, and mine employees, when used as part of an approved safety training program.

### MIN 297 Workshop

1 to 3 credits  
Offered upon request  
Offered in Gila County only  
Activity/Personal Enrichment

Designed to meet a variety of needs of students in Mining and Industrial Technology.

### MIN 299 Independent Study

1 to 3 credits  
Offered upon request  
Offered in Gila County only  
Activity/Personal Enrichment  
Design and execution of original projects under faculty supervision.

## MUSIC

### General Information For All Private Instruction (Voice, Piano, Instruments)

All private instruction is given on levels of skill determined by the instructor. Course numbers for this instruction begin with the sub-collegiate level, 011 through 015, and range upward to four complete semesters of private college level study.

Length of private lesson is usually one-half hour with some variation by the instructor. There is a private lesson course fee required for private instruction in addition to college tuition.

### MUS 011 Private Voice I for Non-Music Majors

1 credit  
Developmental course - does not count for graduation credit  
Offered upon request  
Additional Fees Apply  
Activity/Personal Enrichment  
Private instruction in voice. A private lesson course fee is required.

### MUS 012 Private Piano I for Non-Music Majors

1 credit  
Developmental course - does not count for graduation credit  
Offered upon request  
Additional Fees Apply  
Activity/Personal Enrichment  
Study of basic principles of keyboard playing to include acquaintance with a variety of solo literature from representative musical eras and appropriate technical exercises as needed. The student will perform, analyze, build technical skills, and learn appropriate repertoire for their level of ability. A private lesson course fee is required.

### MUS 013 Private Instruments I for Non-Music Majors

1 credit  
Developmental course - does not count for graduation credit  
Offered upon request  
Additional Fees Apply  
Activity/Personal Enrichment  
Private instruction in band and orchestral instruments: flute, oboe, clarinet, bassoon, horn, saxophone, trumpet, trombone, tuba, baritone, guitar and percussion. Instruction is given on levels of skill determined by the instructor. Numbers for this instruction begin with the sub-collegiate level, 013, and range upward for four complete semesters of private study. (One 30-minute lesson per week earns one hour credit). Participation in semester recital is required. A private lesson course fee is required.

### MUS 014

#### Private Strings I for Non-Music Majors

1 credit  
Developmental course - does not count for graduation credit  
Offered upon request  
Additional Fees Apply  
Activity/Personal Enrichment  
Private instruction in stringed instruments: violin, viola, violoncello, and contrabass. A private lesson course fee is required.

### MUS 101 World of Music

3 credits  
GE category: Diversity and Inclusion, Global/International/Historical Awareness, Humanities  
Offered every fall and spring semester  
Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

World of Music is a course designed to enrich and progress the student's enjoyment and understanding of music. During this course, students will be exposed to different musical styles, genres, musical eras, music history, world music, and basic musical components. Students will also have the opportunity to attend performances, listen to musical masterpieces from recorded live concerts, and discuss their educated feelings as trained listeners.

### MUS 102 Music Fundamentals

2 credits  
Offered every fall and spring semester  
Activity/Personal Enrichment  
Provides the non-music major with a background in music symbols and notation sufficient to begin work in musical learning. May also introduce some music theory.

### MUS 105 Music Theory I

3 credits  
Offered every fall semester  
Prerequisite: Prior or concurrent enrollment in MUS 107 required  
Basic theory needed for development of musicianship and musical understanding; scales, keys, rhythm, triads, part-writing, cadences, dominant sevenths, secondary dominants, and simple modulations.

### MUS 106 Music Theory II

3 credits  
Offered every spring semester  
Prerequisite: MUS 105 with a grade of "C" or higher and prior or concurrent enrollment in MUS 108 required  
Continuation of MUS 105.

### MUS 107 Aural Perception I

1 credit  
Offered every fall semester  
Prerequisite: Prior or concurrent

enrollment in MUS 105 required

Sight singing, ear training, and keyboard harmony.

### MUS 108 Aural Perception II

1 credit  
Offered every spring semester  
Prerequisite: Prior or concurrent enrollment in MUS 106 and MUS 107 required  
Continuation of MUS 107.

### MUS 111 Marching Band I

2 credits  
Offered every fall semester  
Activity/Personal Enrichment  
Teaches basic marching fundamentals. Performs for evening shows, parades, and reviews music and techniques appropriate to various marching styles. Provides pep band music for the basketball season.

### MUS 111B Marching Percussion I

1 credit  
Offered every fall semester  
Activity/Personal Enrichment  
Study and preparation of percussion music for the marching band. Class is separate from marching band and is required for percussion students from the pit and the battery.

### MUS 117 Class Instruction in Brass I

1 credit  
Offered every fall semester  
Activity/Personal Enrichment  
Elementary group instruction required of instrumental music majors. Includes skills of teaching brass at the elementary level. Upper brass instruments with emphasis on trumpet and French horn.

### MUS 118 Class Instruction in Brass II

1 credit  
Offered every fall semester  
Activity/Personal Enrichment  
Includes skills of teaching brass at the elementary level. Lower brass instruments with emphasis on trombone, baritone, and tuba.

### MUS 119 Class Instruction in Woodwinds I

1 credit  
Offered every spring semester  
Activity/Personal Enrichment  
Includes skills in teaching woodwinds at the elementary level. Single reed instruments with emphasis on flute, clarinet, and saxophone.

**MUS 120****Class Instruction in Woodwinds II**

1 credit

Offered every spring semester  
Activity/Personal Enrichment

Includes skills of teaching woodwinds at the elementary level. Covers double reed instruments with emphasis on oboe and bassoon.

**MUS 123****Class Instruction in Strings I**

1 credit

Offered upon request  
Activity/Personal Enrichment

Includes skills of teaching strings on elementary level. Upper stringed instruments with emphasis on violin and viola.

**MUS 124****Class Instruction in Strings II**

1 credit

Offered upon request  
Activity/Personal Enrichment

Includes skills of teaching strings on elementary level. Lower stringed instruments with emphasis on cello and bass.

**MUS 125****Jazz Ensemble I**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Studies and performs a wide range of popular and jazz literature to develop musicianship. Auditions will be held.

**MUS 126****Jazz Ensemble II**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 125. Auditions will be held.

**MUS 127****Tenor-Bass Choir I**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Resonus. A tenor-bass voice ensemble that explores and performs accompanied and a cappella choral literature of all musical periods. An ensemble that focuses on building vocal and musical skill, for beginning, intermediate, and advanced singers. Focus on literature for Fall Sing, Festival of Carols, Handel's Messiah, and Spring Sing concerts along with other outreach events.

**MUS 128****Tenor-Bass Choir II**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 127.

**MUS 129****Soprano-Alto Choir I**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Soprano-Alto Choir is an all-female vocal group that performs many facets of music that are both accompanied and a cappella. Along with rehearsals, Soprano-Alto Choir performs at Fall and Spring Sing, Festival of Carols, and tours during the spring semester.

**MUS 130****Soprano-Alto Choir II**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Soprano-Alto Choir is an all-female vocal group that performs many facets of music that are both accompanied and a cappella. Along with rehearsals, Soprano-Alto Choir performs at Fall and Spring Sing, Festival of Carols, and tours during the spring semester.

**MUS 133****Symphonic Choir I**

1/2 to 1 credit

Offered upon request  
Activity/Personal Enrichment

Mixed choral ensemble that explores and performs accompanied and a cappella literature of all musical periods. Focus on literature for semester-end and masterworks concerts. This course does not fulfill large ensemble credit for students majoring or minoring in music. Enrollment open to all interested individuals.

**MUS 134****Symphonic Choir II**

0.5 to 1 credit

Offered upon request  
Activity/Personal Enrichment

Continuation of MUS 133.

**MUS 135****Vocal Show Ensemble I**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

EACompany. A mixed-voice show choir that studies performance technique and repertoire of theatrical (staged) styles of accompanied and a cappella vocal music. Study focuses on choreographed performance in musical theatre styles, including contemporary popular, rock, and jazz genres. Prepares for participation and performance in Fall Sing and Spring Sing concerts. Admittance by audition and director permission.

**MUS 136****A Cappella Choir I**

2 credits

Offered every fall and spring semester  
Activity/Personal Enrichment

Mixed choral ensemble that explores and performs accompanied and a cappella choral literature of all musical periods. This is the College's flagship vocal

ensemble – a touring choir that acts as a musical ambassador to represent the college and surrounding community. Focus on literature for Fall Sing, Festival of Carols, Handel's Messiah, and Spring Sing concerts along with tours and other outreach events. Admittance by audition and director permission.

**MUS 137****A Cappella Choir II**

2 credits

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 136. Admittance by audition and director permission.

**MUS 139****Vocal Show Ensemble II**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 135. EACompany. A mixed-voice show choir that studies performance technique and repertoire of theatrical (staged) styles of accompanied and a cappella vocal music. Study focuses on choreographed performance in musical theatre styles, including contemporary popular, rock, and jazz genres. Prepares for participation and performance in Fall Sing and Spring Sing concerts. Admittance by audition and director permission.

**MUS 140****Chamber Ensemble I**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Study and performance of a wide variety of chamber music repertoire with weekly coaching sessions of string quartets and trios, with piano and in other combinations with other instruments. Auditions will be held.

**MUS 141****Chamber Ensemble II**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 140. Auditions will be held.

**MUS 142****Wind Ensemble I**

2 credits

Offered every spring semester  
Activity/Personal Enrichment

Open for membership without audition to students from any major field of study as well as faculty and community members. This ensemble is also an outstanding forum for music majors to refine skills on primary or secondary instruments. Required for instrumental music majors.

**MUS 143****Wind Ensemble II**

2 credits

Offered every spring semester  
Activity/Personal Enrichment

Continuation of MUS 142.

**MUS 151****Symphony Orchestra I**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Studies and performs a wide selection of symphonic literature. Orchestra prepares concerts for public performances and provides accompaniment for music performances. Auditions will be held.

**MUS 152****Symphony Orchestra II**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 151. Auditions will be held.

**MUS 153****Beginning Guitar**

2 credits

Offered upon request  
Activity/Personal Enrichment

Covers the history, style, and development of playing skill on the guitar.

**MUS 155****Class Piano I for Music Majors**

1 credit

Offered every fall semester  
Activity/Personal Enrichment

Fundamentals of the piano and piano playing for the music major. This class will aid you with your development as a professional musician and help focus skills as a beginner pianist.

**MUS 156****Class Piano II for Music Majors**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Prerequisite: MUS 155 with a grade of "C" or higher

Fundamentals of the piano and piano playing for the music major. This class will aid you with your development as a professional musician and help focus skills as a beginner pianist.

**MUS 157****Chamber Orchestra I**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

This course is dedicated to providing musical and educational opportunity to study and perform a wide selection of chamber or small orchestra literature. This orchestra prepares concerts for public performances and provides accompaniment for musical theatre performances.

**MUS 158****Chamber Orchestra II**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 157.

# COURSE DESCRIPTIONS

## MUS 161

### Private Voice II

1 credit

Offered upon request

Additional Fees Apply

Activity/Personal Enrichment

For students majoring or minoring in music. Private instruction in proper singing techniques and study of vocal literature from the English, French, German, Italian, and other language repertoire. A private lesson course fee is required.

## MUS 162

### Private Voice III

1 credit

Offered upon request

Additional Fees Apply

Prerequisite: MUS 161

Activity/Personal Enrichment

Continuation of MUS 161. A private lesson course fee is required.

## MUS 163

### Jazz Theory and Improvisation I

1 credit

Offered upon request

Jazz Theory and Improvisation serves as an essential tool to music majors in the professional world. During this course, majors will learn the techniques of jazz soloing, extended harmony, and basic jazz composing techniques. Specifically, the study of blues scales and ii / V / I progressions are included within the curriculum. The student will synthesize basic jazz scales into effective jazz solos. Students must play an instrument.

## MUS 165

### Class Piano for Non-Music Majors

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Fundamentals of the piano and piano playing for the non-music major. This class will help you with your professional development as a beginning musician, personal enjoyment, and musical gain.

## MUS 171

### Private Piano II

1 credit

Offered upon request

Additional Fees Apply

Activity/Personal Enrichment

Study of basic principles of keyboard playing to include acquaintance with a variety of solo literature from representative musical eras and appropriate technical exercises as needed. The student will perform, analyze, build technical skills, and learn appropriate repertoire for their level of ability. A private lesson course fee is required.

## MUS 172

### Private Piano III

1 credit

Offered upon request

Additional Fees Apply

Activity/Personal Enrichment

Study of basic principles of keyboard playing to include acquaintance with a variety of solo literature from representative musical eras and appropriate technical exercises as needed. The student will perform, analyze, build technical skills, and learn appropriate repertoire for their level of ability. A private lesson course fee is required.

## MUS 181

### Private Instruments II

1 credit

Offered upon request

Additional Fees Apply

Activity/Personal Enrichment

Private instruction in band and orchestral instruments: flute, oboe, clarinet, bassoon, horn, saxophone, trumpet, trombone, tuba, baritone, guitar, and percussion. A private lesson course fee is required.

## MUS 182

### Private Instruments III

1 credit

Offered upon request

Additional Fees Apply

Activity/Personal Enrichment

Continuation of MUS 181. A private lesson course fee is required.

## MUS 183

### Private Strings II

1 credit

Offered upon request

Activity/Personal Enrichment

Private instruction in stringed instruments: violin, viola, violoncello, and contrabass. All private instruction is given on levels of skill determined by the instructor. Numbers for this instruction begin with the sub-collegiate level, MUS 014 and range upward to four complete semesters of private study. (One lesson per week earns one hour credit.) Participation in semester recitals and/or juries required. A private lesson course fee is required.

## MUS 184

### Private Strings III

1 credit

Offered upon request

Additional Fees Apply

Activity/Personal Enrichment

Continuation of MUS 183. Private instruction in stringed instruments: violin, viola, violoncello, and contrabass. All private instruction is given on levels of skill determined by the instructor. Numbers for this instruction begin with the sub-collegiate level, MUS 014 and range upward to four complete semesters of private study. (One lesson per week earns one hour credit.) Participation in semester recitals and/or juries required. A private lesson course fee is required.

## MUS 190

### Vocal Jazz Ensemble I

1 credit

Offered every fall and spring semester

Activity/Personal Enrichment

A mixed-voice (SATB) vocal ensemble that studies performance technique and repertoire of accompanied and a cappella vocal music. Study focuses on performance in popular vocal music styles of the 20th and 21st centuries including barbershop, contemporary commercial music, contemporary a cappella, popular, rock, and jazz genres. Study for some styles includes choreography and other coordinated physical ensemble movement. A small touring ensemble that acts as a musical ambassador to represent the college and surrounding community. Prepares for participation and performance in Fall Sing, Festival of Carols, and Spring Sing concerts as well as department and program tours in addition to several college events and outreach/civic performance opportunities. Admittance by audition and director permission.

## MUS 191

### Vocal Jazz Ensemble II

1 credit

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of MUS 190. Admittance by audition and director permission.

## MUS 203

### Music Notation/Finale

2 credits

Offered upon request

Activity/Personal Enrichment

This course covers the basic techniques of using Finale, a professional-level computer music notation program. Basic knowledge of music theory and computer literacy are recommended.

## MUS 204

### Elements of Conducting

2 credits

Offered every spring

Fundamental conducting and rehearsal techniques for choral and instrumental conductors.

## MUS 205

### MUS 2222

#### Music Theory III

3 credits

Offered every fall semester

Prerequisites: MUS 106, MUS 108, and concurrent enrollment in MUS 212 required

Diatonic and chromatic composition and analysis of 16th, 17th, and 18th century techniques.

## MUS 206

### MUS 2222

#### Music Theory IV

3 credits

Offered every spring semester

Prerequisites: MUS 205, MUS 212 and concurrent enrollment in MUS 213 required

Continuation of MUS 205.

## MUS 211

### Marching Band II

2 credits

Offered every fall semester

Activity/Personal Enrichment

Prerequisite: MUS 111

Teaches basic marching fundamentals.

Performs for evening shows, parades, and reviews music and techniques appropriate to various marching styles. Provides pep band music for the basketball season.

## MUS 211B

### Marching Percussion II

1 credit

Offered every fall semester

Activity/Personal Enrichment

Study and preparation of percussion music for the marching band. Class is separate from marching band and is required for percussion students from the pit and the battery.

## MUS 212

### MUS 2222

#### Aural Perception III

1 credit

Offered every fall semester

Prerequisite: Prior or concurrent enrollment in MUS 205 and MUS 108 required

Continuation of MUS 108.

## MUS 213

### MUS 2222

#### Aural Perception IV

1 credit

Offered every spring semester

Prerequisite: Prior or concurrent enrollment in MUS 206 and MUS 212 required

Continuation of MUS 212.

## MUS 225

### Jazz Ensemble III

1 credit

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of MUS 126. Studies and performs a wide range of popular and jazz literature to develop musicianship. Auditions will be held.

## MUS 226

### Jazz Ensemble IV

1 credit

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of MUS 225. Auditions will be held.

## MUS 227

### Tenor-Bass Choir III

1 credit

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of MUS 128. Resonus. A tenor-bass voice ensemble that explores and performs accompanied and a cappella choral literature of all musical periods. An ensemble that focuses on building vocal and musical skill, for

beginning, intermediate, and advanced singers. Focus on literature for Fall Sing, Festival of Carols, Handel's Messiah, and Spring Sing concerts along with other outreach events.

**MUS 228****Tenor Bass Choir IV**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment  
Continuation of MUS 227.

**MUS 229****Soprano-Alto Choir III**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Soprano-Alto Choir is an all-female vocal group that performs many facets of music that are both accompanied and a cappella. Along with rehearsals, Soprano-Alto Choir performs at Fall and Spring Sing, Festival of Carols, and tours during the spring semester.

**MUS 230****Soprano-Alto Choir IV**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Soprano-Alto Choir is an all-female vocal group that performs many facets of music that are both accompanied and a cappella. Along with rehearsals, Soprano-Alto Choir performs at Fall and Spring Sing, Festival of Carols, and tours during the spring semester.

**MUS 233****Symphonic Choir III**

1 credit

Offered upon request  
Activity/Personal Enrichment

Continuation of MUS 134. Mixed choral ensemble that explores and performs accompanied and a cappella literature of all musical periods. Focus on literature for semester-end and masterworks concerts. This course does not fulfill large ensemble credit for students majoring or minoring in music. Enrollment open to all interested individuals.

**MUS 234****Symphonic Choir IV**

1 credit

Offered upon request  
Activity/Personal Enrichment  
Continuation of MUS 233.

**MUS 235****Vocal Show Ensemble III**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 139. EACompany. A mixed-voice show choir that studies performance technique and repertoire of theatrical (staged) styles of accompanied and a cappella vocal music. Study focuses on choreographed performance in musical theatre styles, including contemporary popular, rock, and jazz genres. Prepares for participation and performance in Fall Sing and Spring Sing concerts. Admittance by audition and director permission.

popular, rock, and jazz genres. Prepares for participation and performance in Fall Sing and Spring Sing concerts. Admittance by audition and director permission.

**MUS 236****A Cappella Choir III**

2 credits

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 137. Mixed choral ensemble that explores and performs accompanied and a cappella choral literature of all musical periods. This is the College's flagship vocal ensemble – a touring choir that acts as a musical ambassador to represent the college and surrounding community. Focus on literature for Fall Sing, Festival of Carols, Handel's Messiah, and Spring Sing concerts along with tours and other outreach events. Admittance by audition and director permission.

**MUS 237****A Cappella Choir IV**

2 credits

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 236. Admittance by audition and director permission.

**MUS 239****Vocal Show Ensemble IV**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 235. EACompany. A mixed-voice show choir that studies performance technique and repertoire of theatrical (staged) styles of accompanied and a cappella vocal music. Study focuses on choreographed performance in musical theatre styles, including contemporary popular, rock, and jazz genres. Prepares for participation and performance in Fall Sing and Spring Sing concerts. Admittance by audition and director permission.

**MUS 240****Chamber Ensemble III**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 141. Auditions will be held.

**MUS 241****Chamber Ensemble IV**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 240. Auditions will be held.

**MUS 242****Wind Ensemble III**

2 credits

Offered every spring semester  
Activity/Personal Enrichment

Continuation of MUS 143. Open for

membership without audition to students from any major field of study as well as faculty and community members. This ensemble is also an outstanding forum for music majors to refine skills on primary or secondary instruments. Required for instrumental music majors.

**MUS 243****Wind Ensemble IV**

2 credits

Offered every spring semester  
Activity/Personal Enrichment

Continuation of MUS 242.

**MUS 251****Symphony Orchestra III**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 152. Studies and performs a wide selection of symphonic literature. Orchestra prepares concerts for public performances and provides accompaniment for music performances. Auditions will be held.

**MUS 252****Symphony Orchestra IV**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 251. Auditions will be held.

**MUS 255****Class Piano III for Music Majors**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Prerequisite: MUS 156 with a grade of "C" or higher

Fundamentals of the piano and piano playing for the music major. This class will aid with the student's development as a professional musician and help focus skills as a beginner pianist.

**MUS 256****Class Piano IV for Music Majors**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Prerequisite: MUS 255 with a grade of "C" or higher

Fundamentals of the piano and piano playing for the music major. This class will aid you with your development as a professional musician and help focus skills as a beginner pianist.

**MUS 257****Chamber Orchestra III**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 158.

**MUS 258****Chamber Orchestra IV**

1 credit

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of MUS 257.

**MUS 261****Private Voice IV**

1 credit

Offered upon request  
Additional Fees Apply

Activity/Personal Enrichment

Prerequisite: MUS 162

Continuation of MUS 162. For students majoring or minoring in music. Private instruction in proper singing techniques and study of vocal literature from the English, French, German, Italian, and other language repertoire. A private lesson course fee is required.

**MUS 262****Private Voice V**

1 credit

Offered upon request  
Activity/Personal Enrichment

Prerequisite: MUS 261

Continuation of MUS 261. A private lesson course fee is required.

**MUS 271****Private Piano IV**

1 credit

Offered upon request  
Additional Fees Apply

Activity/Personal Enrichment

Study of basic principles of keyboard playing to include acquaintance with a variety of solo literature from representative musical eras and appropriate technical exercises as needed. The student will perform, analyze, build technical skills, and learn appropriate repertoire for their level of ability. A private lesson course fee is required.

**MUS 272****Private Piano V**

1 credit

Offered upon request  
Additional Fees Apply

Activity/Personal Enrichment

Study of basic principles of keyboard playing to include acquaintance with a variety of solo literature from representative musical eras and appropriate technical exercises as needed. The student will perform, analyze, build technical skills and learn appropriate repertoire for their level of ability. A private lesson course fee is required.

**MUS 281****Private Instruments IV**

1 credit

Offered upon request  
Additional Fees Apply

Activity/Personal Enrichment

Private instruction in band and orchestral instruments: flute, oboe, clarinet, bassoon, horn, saxophone, trumpet, trombone, tuba, baritone, guitar, and percussion. A private lesson course fee is required.

# COURSE DESCRIPTIONS

## MUS 282

### Private Instruments V

1 credit

Offered upon request

Additional Fees Apply

Activity/Personal Enrichment

Continuation of MUS 281. A private lesson course fee is required.

## MUS 283

### Private Strings IV

1 credit

Offered upon request

Additional Fees Apply

Activity/Personal Enrichment

Continuation of MUS 184. Private instruction in stringed instruments: violin, viola, violoncello, and contrabass. All private instruction is given on levels of skill determined by the instructor. Numbers for this instruction begin with the sub-collegiate level, MUS 014 and range upward to four complete semesters of private study. (One lesson per week earns one hour credit.) Participation in semester recitals and/or juries required. A private lesson course fee is required.

## MUS 284

### Private Strings V

1 credit

Offered upon request

Additional Fees Apply

Activity/Personal Enrichment

Continuation of MUS 283. Private instruction in stringed instruments: violin, viola, violoncello, and contrabass. All private instruction is given on levels of skill determined by the instructor. Numbers for this instruction begin with the sub-collegiate level, MUS 014 and range upward to four complete semesters of private study. (One lesson per week earns one hour credit.) Participation in semester recitals and/or juries required. A private lesson course fee is required.

## MUS 290

### Vocal Jazz Ensemble III

1 credit

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of MUS 191. A mixed-voice (SATB) vocal ensemble that studies performance technique and repertoire of accompanied and a cappella vocal music. Study focuses on performance in popular vocal music styles of the 20th and 21st centuries including barbershop, contemporary commercial music, contemporary a cappella, popular, rock, and jazz genres. Study for some styles includes choreography and other coordinated physical ensemble movement. A small touring ensemble that acts as a musical ambassador to represent the college and surrounding community. Prepares for participation and performance in Fall Sing, Festival of Carols, and Spring Sing concerts as well as department and program tours in addition to several college events and outreach/civic performance opportunities. Admittance by audition and director permission.

## MUS 291

### Vocal Jazz Ensemble IV

1 credit

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of MUS 290. Admittance by audition and director permission.

## MUS 298

### Workshop

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in music.

## MUS 299

### Independent Study

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original music projects under faculty supervision.

# NURSING

## NUR 100

### Nursing Assistant

6 credits

Offered every fall and spring semester

Prerequisite: Writing or reading placement test score as established by District policy or instructor approval

A course designed to prepare individuals for entry-level positions as nursing assistants in structured health care settings directly supervised by a registered or licensed practical nurse. Successful completion of the certification written and manual skills exams will lead to a certification as a Licensed Nursing Assistant (LNA) through the Arizona State Board of Nursing. Students must take NUR 100G, Nursing Assistant Lab, concurrently with this course. Students must attain a minimum of 120 hours of total instruction, which must include a minimum of 40 hours of classroom instruction, 20 hours in the skills lab, and 40 clinical hours in a skilled nursing facility. The Arizona State Board of Nursing requirements for certification include proof of legal presence in the United States and disclosure of felony conviction(s) through a background check paid to Corporate Screening. Fingerprints are required in order for DPS/FBI to conduct background checks for criminal convictions. Student must provide proof of current TB skin test, or a clear chest X-ray, or a statement from a health care provider indicating student is free from symptoms of pulmonary tuberculosis.

## NUR 120

### Nursing One

9 credits

Offered every fall and spring semester

Additional Fees Apply

Prerequisite: Admission to Eastern Arizona College's nursing program

This course creates a foundation of

nursing practice for each student. Themes for the program include caring, clinical competency, and nursing identity. This course teaches fundamental elements of nursing practice. Students will provide basic nursing care to stable and older clients in a variety of settings. Instruction will be offered through multiple methods such as didactic, skills lab, online and in the clinical setting. Entry into NUR 120 requires prior admission to the nursing program.

## NUR 130

### Nursing Two

9 credits

Offered every fall and spring semester

Additional Fees Apply

Prerequisite: BIO 202 with a grade of "C" or higher, NUR 120 with a grade of "B" or higher, and NUR 219 with a grade of "B" or higher

This course allows students to build on the foundation of nursing practice by focusing on nursing care of acutely ill hospitalized patients. Themes for the program include caring, clinical competency, and nursing identity. This course teaches medical-surgical nursing. Students will provide nursing care to multiple adult clients in a variety of acute care settings. Instruction will be offered through multiple methods such as didactic, skills lab, online and in the clinical setting.

## NUR 219

### Pharmacology for Nursing

3 credits

Offered every fall and spring semester

Prerequisite: BIO 201 and CHM 130 or higher (CHM 138 preferred) with a grade of "C" or higher

This course presents the foundation of pharmacology taught in the nursing process format. It offers drug information in the group classification format and includes drug indications, actions, contraindications, side effects, implications for administration, and related patient/family teaching. It integrates anatomy and physiology, basic pathophysiology, microbiology, and drug administration concepts.

## NUR 240

### Nursing Three

9 credits

Offered every fall and spring semester

Additional Fees Apply

Prerequisite: NUR 130 with a grade of "B" or higher

This course is designed for students to analyze previously learned nursing concepts and apply nursing judgment while focusing on nursing care of maternal, newborn, and pediatric clients. Principles of management and leadership are examined. Themes for the program include caring, clinical competency, and nursing identity. Students will provide evidence-based nursing care to maternal, newborn, and pediatric clients in multiple settings, modeling professional behaviors. Instruction will be offered through multiple methods such as didactic, skills lab, simulation and case studies, online, virtual, and

in the clinical setting.

## NUR 250

### Nursing Four

10 credits

Offered every fall and spring semester

Additional Fees Apply

Prerequisite: NUR 240 with a grade of "B" or higher

This course is designed for students to synthesize nursing concepts and principles from this and previous courses in the provision of care to complex and critically ill clients. Themes for the program include caring, clinical competency, and nursing identity. Students will provide nursing care to critically ill clients in critical care, psychiatric and maternal child settings. Instruction will be offered through multiple methods such as didactic, skills lab, online and in the clinical setting. A live NCLEX review course is incorporated at the end of this course utilizing a national expert as the speaker.

## NUR 297

### Workshop

1 to 6 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in the Nursing Program.

## NUR 299

### Independent Study

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in the Nursing Program.

# PHYSICS

## PHY 107

### Physical Concepts

4 credits

GE category: Lab Science

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Students are introduced to basic physical concepts in mechanics, fluids, heat, sound, optics, electricity, magnetism, atomic and nuclear physics. Recommend completion of one year of high school algebra.

## PHY 111 SUN PHY 1111

### General Physics I

4 credits

GE category: Lab Science

Offered every fall semester

Prerequisite: MAT 181 with a grade of "C" or higher, or concurrent enrollment in MAT 181, or MAT 187 with a grade of "C" or higher, or concurrent enrollment in MAT 187, or placement test score as established by District policy, or division approval

This course covers the fundamental

principles of classical mechanics and thermodynamics. Problem solving is on the trigonometric level.

### **PHY 112 PHY 1112 General Physics II**

4 credits

GE category: Lab Science

Offered every spring semester

Prerequisite: PHY 111

Covers the fundamental principles of electricity, magnetism, and optics. Problem solving is on the algebraic level, with some trigonometric problems included.

### **PHY 211 PHY 1121 Physics with Calculus I**

5 credits

GE category: Lab Science

Offered every spring semester

Prerequisite: MAT 220 or concurrent enrollment in MAT 220 required

Covers fundamental principles of mechanics and thermodynamics using calculus.

### **PHY 212 PHY 1131 Physics with Calculus II**

5 credits

GE category: Lab Science

Offered every fall semester

Prerequisite: PHY 211

Covers fundamental principles of electricity and magnetism. Problem solving using calculus.

### **PHY 298 Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Physical Science.

### **PHY 299 Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

Federalism, the American political process (media, public opinion, political parties, and elections), and the principles and structure of American national government and how that government makes policy.

### **POS 120 POS 1120 World Politics**

3 credits

GE category: Diversity and Inclusion, Global/International/Historical Awareness, Social Sciences

Offered every fall semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Examines international relations and foreign policy. This course of study includes units on theories in world politics, history of foreign relations, international systems, actors within international systems, warfare versus international cooperation, and economic relations. This course is designed for full-time students who are Political Science majors, or are fulfilling General Education requirements.

### **POS 221 Arizona Constitution and Government**

1 credit

Offered every fall and spring semester

Examines constitutional features and structure of Arizona government. Surveys political history and contemporary problems of Arizona. Meets Arizona Constitution requirement for teacher certification. This course meets the first five weeks of each semester.

### **POS 298 Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Political Science.

### **POS 299 Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

includes, but is not limited to, such topics as the history of psychology, the biological foundations of behavior, learning, memory, problem solving, sensation and perception, states of consciousness, motivation, emotions, personality, intelligence, gender and sexuality, and abnormal behavior.

### **PSY 171 Child Growth and Development**

3 credits

GE category: Diversity and Inclusion, Social Sciences

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course gives students a broad, comprehensive view of the science of human development at each stage of development from conception through adolescence. Considers the biological, cognitive, physical, and social aspects of development from a knowledge base of theory, research, and current issues. Students will apply learning to developmentally appropriate principles and practices that guide relationships and learning experiences for children through adolescence. Substantial discussion will include family, culture, ethnicity, and gender. This course is identical to ECE 171.

### **PSY 220 Introduction to Statistics**

3 credits

GE category: Mathematics

Offered every fall and spring semester

Prerequisite: MAT 140 or higher with a grade of "C" or higher or placement test score as established by District policy and ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Introduces statistical methods as applied to collecting, tabulating, analyzing, presenting and interpreting data. Topics covered include frequency distributions, measures of central tendency, measures of dispersion, elementary probability theory, estimation, hypothesis testing, regression and correlation. A basic course for students in business, behavioral and social sciences. Identical to MAT 160.

### **PSY 230 Social Psychology**

3 credits

GE category: Diversity and Inclusion, Social Sciences

Offered every fall semester

Prerequisite: PSY 101 with a grade of "C" or higher, and ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

The course presents an analysis of the way individuals think, feel, and behave in social situations and what factors influence our social behavior. The dynamics of individual and group behavior, and the perception of gender and ethnic differences as applied to the development of attitudes and values

are also presented.

### **PSY 240**

#### **Abnormal Psychology**

3 credits

GE category: Diversity and Inclusion, Social Sciences

Offered every spring semester

Prerequisite: PSY 101 with a grade of "C" or higher, and ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This is a survey course that includes historical and contemporary definitions of the theories and research regarding the field of abnormal psychology. It includes assessment, diagnosis, and treatment of anxiety disorders, mood disorders, dissociative disorders, stress and physical health, personality disorders, body disorders, schizophrenic disorders, and life-span disorders.

### **PSY 250**

#### **Developmental Psychology**

3 credits

GE category: Diversity and Inclusion, Social Sciences

Offered every fall semester

Prerequisite: PSY 101 with a grade of "C" or higher, and ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

The study of individual behavior from conception through childhood, adolescence, adulthood, middle and old age. Determinants of psychological growth: motor, social, emotional, intellectual, language, and personality development are presented.

### **PSY 270 PSY 2290**

#### **Experimental Psychology**

4 credits

GE category: Diversity and Inclusion, Intensive Writing, Social Sciences

Offered every spring semester

Prerequisites: ENG 102 with a grade of "C" or higher, and PSY 101 with a grade of "C" or higher, and prior or concurrent enrollment in PSY 220 or MAT 160 with a grade of "C" or higher

This course is an introduction to the experimental and quantitative methods used by psychologists to generate new psychological knowledge, and to determine the generality, validity, and reliability of research data. Laboratory will offer demonstrations as well as direct experience with research methods and techniques, and with methods for the analysis, description, and reporting of research results. Students will design and conduct an experiment as approved by the instructor.

## **POLITICAL SCIENCE**

### **POS 110 POS 1110 United States National Politics**

3 credits

GE category: Diversity and Inclusion, Global/International/Historical Awareness, Social Sciences

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Explores the history of the U.S.

Constitution and interpretations of that document (past and present). Analyzes constitutional civil liberties and civil rights for minorities, the uniqueness of American

## **PSYCHOLOGY**

### **PSY 101 PSY 1101 Introduction to Psychology**

3 credits

GE category: Diversity and Inclusion, Social Sciences

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

A general survey of the important concepts in psychology with traditional theories and modern developments. It

## COURSE DESCRIPTIONS

### RADIOLOGY

#### **RAD 100**

#### **Fundamentals of Medical Imaging**

3 credits

Offered every fall semester

Additional Fees Apply

Prerequisite: Admission to Eastern Arizona College's Radiologic Technologist Program

An introduction to the principles of radiographic imaging. Includes program orientation, production of diagnostic radiation, image formation, professionalism, patient care and assessment, age specific care considerations, and radiographic positioning of chest and abdomen.

#### **RAD 101**

#### **Radiographic Procedures I**

3 credits

Offered every fall semester

Prerequisite: Admission to Eastern Arizona College's Radiologic Technologist Program

Content provides the knowledge base necessary to perform standard imaging procedures and special studies.

Consideration is given to the evaluation of optimal diagnostic images.

#### **RAD 102**

#### **Radiographic Procedures II**

3 credits

Offered every spring semester

Prerequisite: RAD 101 with a "C" or better

Content establishes a knowledge base necessary to perform standard imaging procedures and special studies.

Consideration is given to the evaluation of optimal diagnostic images.

#### **RAD 136**

#### **Radiation Production and Exposure**

2 credits

Offered every fall semester

Prerequisite: Admission to Eastern Arizona College's Radiologic Technologist Program

Content establishes a knowledge base in technical factors that govern the image production process.

#### **RAD 201**

#### **Clinical Practicum I**

4 credits

Offered every spring semester

Additional Fees Apply

Prerequisite: RAD 101 with a "C" or higher

This course is designed for students to analyze previously learned radiologic technologist concepts and apply judgment while focusing on patient care. Clinical competency is achieved through displayed skills, observed by the clinical instructor, and images observed by the clinical coordinator.

#### **RAD 202**

#### **Clinical Practicum II**

5 credits

Offered every summer semester

Additional Fees Apply

Prerequisite: RAD 201 with a "C" or better

This course is designed for students to analyze previously learned radiologic technologist concepts and apply judgment while focusing on patient care. Clinical competency is achieved through displayed skills, observed by the clinical instructor, and images observed by the clinical coordinator.

#### **RAD 204**

#### **Clinical Practicum III**

5 credits

Offered every fall semester

Additional Fees Apply

Prerequisite: RAD 202 with a "C" or higher

This course is designed for students to analyze previously learned radiologic technologist concepts and apply judgment while focusing on patient care. Clinical competency is achieved through displayed skills, observed by the clinical instructor, and images observed by the clinical coordinator.

#### **RAD 205**

#### **Radiation Biology**

3 credits

Offered every spring semester

Prerequisite: RAD 204 with a "C" or higher

This course provides an understanding of radiation interactions on the cellular level in-order to effectively protect self and patient from effects of radiation.

#### **RAD 210**

#### **Radiation Physics and Equipment**

2 credits

Offered every spring semester

Prerequisite: RAD 204 with a "C" or higher

This course provides a knowledge base in radiographic, fluoroscopic, and mobile equipment design and function.

#### **RAD 220**

#### **Radiographic Film Critique**

2 credits

Offered every spring semester

Prerequisite: RAD 204 with a "C" or higher

This course provides instruction on accurate film evaluation, technical corrective actions, and artifact identification.

#### **RAD 230**

#### **Radiographic Pathology**

3 credits

Offered every fall semester

Prerequisite: RAD 102 with a "C" or higher

This course covers the most common pathology and disease processes

diagnosed with medical imaging.

#### **RAD 240**

#### **Radiographic Advanced Procedures**

5 credits

Offered every spring semester

Additional Fees Apply

Prerequisite: RAD 102 with a "C" or higher

Content establishes a knowledge base necessary to perform advanced imaging procedures and special studies. Consideration is given to the evaluation of optimal diagnostic images.

Prerequisite: ROB 105 or concurrent enrollment in ROB 105 or instructor approval

This course teaches the troubleshooting and repairing of robots. Students will learn how to analyze problems, gather information, find solutions, and solve problems.

### SMALL BUSINESS MANAGEMENT

(For more business courses, see Business and Business Administration)

#### **SBM 106**

#### **Operating an Online Home-Based Business**

1 credit

Offered upon request

Offered in Gila County only

This course is designed to provide students the opportunity to learn and practice the skills required to open and operate a successful home-based business using eBay and other Internet auction and resource sites. Basic familiarity with computer operations and the Internet is recommended.

#### **SBM 110**

#### **Introduction to Entrepreneurship**

3 credits

Offered every fall semester

Introduces the entrepreneurial concepts of business management, including planning, raising capital, using business information, managing employees, and marketing products and services. The course includes the principles needed to operate a business and is designed for those who plan to have their own businesses and for those who desire to upgrade their skills in business management.

#### **SBM 111**

#### **Marketing**

3 credits

Offered every fall and spring semester

A study of all the business functions performed in getting goods and services from the producer to the consumer, including understanding the customer and designing an appropriate system of products, pricing, promotion, and distribution to meet customer needs.

#### **SBM 121**

#### **Supervision**

3 credits

Offered every spring semester

This course explores the supervisory skills needed to become a successful supervisor. It accomplishes this objective through coverage of the principles of management: planning, organizing, staffing, leading, and control. Students receive hands-on experience in many situations faced by supervisors.

#### **ROB 103**

#### **End of Arm Application & Peripheral Systems**

4 credits

Offered every fall semester

Prerequisite: ROB 103 or concurrent enrollment in ROB 103 or instructor approval

This course teaches end of arm application and peripheral systems in preparation for becoming a field technician.

#### **ROB 107**

#### **Robot Operations & Programming**

3 credits

Offered every spring semester

Prerequisite: ROB 105 or instructor approval

This course teaches the operation and programming of robots in preparation for becoming a field technician. Entry-level programming languages, subroutines, writing programs, and file maintenance will be taught.

#### **ROB 109**

#### **Troubleshooting and Repairing Robots**

3 credits

Offered every spring semester

**SBM 211****Financial Management**

3 credits

Offered every fall and spring semester

Presents the principles of business financial management, including financial planning, understanding and analyzing financial statements, working capital management, break-even analysis, and raising capital. Emphasis is placed on using financial information for making effective business decisions.

**SBM 221****Business Ethics**

3 credits

Offered every fall and spring semester

Improving the quality of business decisions and enhancing long-term business success through understanding ethical dilemmas, moral philosophy, character development, social responsibility, organizational culture, and special issues in a global economy.

**SBM 231****Business Planning**

1 credit

Offered every spring semester

Prerequisite: CMP 101 or CMP 103

Develops skills for writing a business plan on computer, using word processing and spreadsheet software. All areas of a business plan will be covered, including the business market, mission statement, operations, products/services, marketing plan, and financial plan.

**SBM 297****Workshop**

1 to 6 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Small Business Management.

**SBM 298****Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Small Business Management.

**SBM 299****Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## SOCIAL SERVICES

**SSE 110****Introduction to Social Work**

3 credits

Offered every fall and spring semester

This course examines the profession of social work, its value base, field of practice, and societal role. Major social problems, philosophies of social welfare provision, program and policy initiative, and the response of social work as a profession are addressed. In addition, the unique challenges and limitations of rural social work and working with populations of individuals existing within various social welfare systems.

**SSE 121****Study of Substance Abuse**

3 credits

Offered upon request

Offered in Gila County only

This course is designed to improve knowledge pertaining to substance abuse. It will assist the student in gaining an understanding of the general phenomena of substance abuse, its etiology, psychological, and biological effects, specific abuse problems, and legal, social, and treatment issues.

relationships.

**SOC 201**  **SOC 2250****Social Problems**

3 credits

GE category: Diversity and Inclusion, Social Sciences

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Studies the principal social problems of contemporary America: delinquency, crime, violence, substance abuse, education, minority relationships, aging, population, and ecology. Includes historical background and global perspective of same.

**SOC 210**  **SOC 2215****Racial and Ethnic Relations**

3 credits

GE category: Diversity and Inclusion, Global/International/Historical Awareness, Social Sciences

Offered every spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Problems of minorities in heterogeneous societies. Evaluates theories of prejudice and research dealing with discrimination, desegregation, and assimilation.

**SOC 299****Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

## SOCIOLOGY

**SOC 101**  **SOC 1101****Introduction to Sociology**

3 credits

GE category: Diversity and Inclusion, Global/International/Historical Awareness, Social Sciences

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Examines the nature and scope of sociology, its terminology and concepts; studies sociological perspectives, social processes, social institutions, development of society, and characteristics of social life.

**SOC 110****Marriage and the Family**

3 credits

GE category: Diversity and Inclusion, Social Sciences

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

Studies practices and theories of how relationships are formed, courting practices and adjustment strategies to couple and marital living as well as problems and conflict resolutions associated with marriage and family life. Also examines how children affect marriage, divorce, and remarriage

## TECHNICAL EDUCATION

**TEC 103****WorkKeys Career Skills Enhancement**

1 credit

Offered every fall and spring semester

This course is designed to provide individualized, computer-based instruction in applied math, graphic literacy, and workplace documents to students in career and technical education programs. It prepares students to obtain the industry credential ACT WorkKeys National Career Readiness Certificate (NCRC). The NCRC measures and certifies the essential work skills needed for success in jobs across industries and occupations.

**TEC 112****Basic Hydraulics and Pneumatics**

2 credits

Offered every fall semester

This course provides basic instruction in the principles and applications of fluid power in industrial applications. The course will discuss safety, installation, troubleshooting, basic components, theory and practices of industrial hydraulic and pneumatic systems.

**TEC 116****Rigging**

1 credit

Offered upon request

Provides instruction in the use of slings and common rigging hardware. Emphasizes basic rigging techniques, hitch configurations, safe loading practices, and load inspection, as well as the use of American National Standards Institute (ANSI) hand signals.

**TEC 120****Aviation Ground School I**

3 credits

Offered upon request

Instruction in flight theory, navigation, aircraft safety and operation, and federal aviation regulations. Completion of this course prepares and qualifies the student for FAA written exams.

**TEC 121****Aviation Ground School II**

3 credits

Offered upon request

Prerequisite: TEC 120

A continuation of instruction in flight theory, navigation, aircraft safety and operation, and federal aviation regulations. Completion of this course prepares and qualifies the student for FAA written exam for the Instrument Airplane Rating.

**TEC 132****OSHA 10 Training**

1/2 credit

Offered upon request

Offered in Gila County only

Students will be introduced to OSHA policies, procedures and standards as well as general industry safety and health principles covered in OSHA Act Part 1910. All OSHA standards will be followed. Upon successful completion of the course, participants will receive an OSHA general industry safety and health 10-hour course completion card from the Department of Labor.

**TEC 133****Safety Practices for Industry**

1 credit

Offered every fall semester

This course provides a comprehensive study related to hazards and safety practice and procedures within a technical shop environment. The focus of this course is to instill key concepts related to keeping workers and students safe before they enter the workplace. Topics will include proper hazardous material handling and documentation, Material Safety Data sheets, power tool safety, personal protective equipment, first aid,

# COURSE DESCRIPTIONS

fire prevention, electrical dangers, lockout/tagout, and ways to avoid workplace injury.

## TEC 171

### Renewable Energy Technology

2 credits

Offered every fall semester

This course provides an introduction to renewable and alternative energy technology. Students will learn the following aspects of renewable energy: history, conservation, climate change, passive and active solar systems, wood heat, wind energy, micro-hydro electricity, and bio-fuels.

## TEC 172

### Photovoltaic Design and Application

2 credits

Offered upon request

This course provides an introduction into the science of active solar energy, converting sunlight into electricity. Students will learn the following aspects of photovoltaic energy: history, basic electricity, solar energy, conversion factors, wiring, site design, installation, and maintenance.

## TEC 173

### Passive Solar Design and Application

2 credits

Offered upon request

This course provides an introduction into the technology and application of passive solar energy as a renewable and energy efficient form of construction. Students will learn the following aspects of passive solar energy providing heating and cooling: types of solar collectors, water system components, space heating systems, site and sizing criteria, installation procedures, operation and maintenance.

## TEC 174

### Wind Turbine Design and Application

2 credits

Offered upon request

This course provides an introduction into the science of small wind turbine derived energy, converting wind into electricity. Students will learn the following aspects of small wind turbine energy: history, basic electricity, climate and weather energy, conversion factors, wiring, site analysis, site design, installation, and maintenance. Small wind turbines have <100kw generation capacity.

## TEC 175

### Introduction to Weatherization

1 credit

Offered upon request

This course prepares students to assess and implement weatherization tactics in order to protect buildings or homes and its interior from the elements.

## TEC 176

### Building Energy Analyst Training

5 credits

Offered upon request

This course prepares student to test for Building Performance Institute (BPI) Building Analyst Certification.

## TEC 191

### Industry Internship I

1 to 4 credits

Offered upon request

Activity/Personal Enrichment

Prerequisite: Instructor approval

Eastern Arizona College offers industry internship courses for students who have selected a specific career objective in an industrial-technical field. Designed to give students the opportunity to learn through supervised work experiences, the courses integrate students' educational activities with on-the-job learning opportunities. Meetings with the Coordinator are designed to assist students in identifying activities (competencies they will complete on the job), learning job survival and improvement skills, and developing effective human relations and communications skills.

## TEC 260

### Technical Report Writing

3 credits

GE category: AAS degree only

Offered every spring semester

Prerequisite: ENG 100 or ENG 101

Drafting and revising memos, letters, résumés, proposals, and interpretive reports. Identical to ENG 260.

## TEC 297

### Workshop

1 to 6 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Technical Education.

## TEC 298

### Workshop

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Technical Education.

## TEC 299

### Independent Study

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

# THEATRE AND CINEMATIC ARTS

## THC 105 THE 1100

### Introduction to Theatre

3 credits

GE category: Diversity and Inclusion, Global/International/Historical Awareness, Humanities

Offered every fall and spring semester

Prerequisite: ENG 091 with a grade of "C" or higher or reading placement test score as established by District policy

This course seeks to provide students with a broad base of knowledge about the theatre and foster an appreciation of this dynamic art form through the study of dramatic plays, varied theatrical practices, the roles of different stage artists, and the historical and cultural significances of diverse dramatic forms and genres.

## THC 110

### Acting I

3 credits

Offered every fall semester

Investigation and practice of the fundamentals in the acting process. Coursework will include physical and mental preparation for the actor, ensemble building, improvisation, mastery of specific theatre terminology, and beginning work with scenes and monologues.

## THC 111

### Acting II

3 credits

Offered every spring semester

Prerequisite: THC 110 or instructor approval

This course serves as further exploration of Stanislavsky's system of actor training. The actor will refine performance techniques through dedicated scene study of major plays within the realm of modern realism. In addition, students in this course will investigate and practice effective techniques for theatrical auditioning, résumé creation, monologue preparation, and the actor's self-presentation.

## THC 112

### Acting for Film

2 credits

Offered upon request

Study and command of techniques of acting, analytical studies of visual aspects of characterization together with the actor's relationship to the stage and all parts of play production, training in poise, movement, pantomime, interpretation of lines, and in theatre and drama appreciation. Opportunity for experience in college productions.

## THC 117

### Voice and Diction for Theater

3 credits

Offered every spring semester

Activity/Personal Enrichment

An introduction to vocal training for

production of Standard American Speech with an emphasis on resonance, breath control, vocal relaxation, and posture using the International Phonetic Alphabet and a variety of contemporary approaches to vocal training.

## THC 120

### Rehearsal and Production I

1 to 2 credits

Offered every fall semester

Activity/Personal Enrichment

This class is a special opportunity available to students who seek to create with their fellows the "delicate illusionary reality that we call the theatre." The department believes that the education of students is enriched by participation in the actual process of creating a performance and by participation in a variety of experiences in the process. The emphasis of all the course requirements is on commitment, teamwork, and dedication to the goal shared in common by all in the process.

## THC 121

### Rehearsal and Production II

1 to 2 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Continuation of THC 120. This class is a special opportunity available to students who seek to create with their fellows the "delicate illusionary reality that we call the theatre." The department believes that the education of students is enriched by participation in the actual process of creating a performance and by participation in a variety of experiences in the process. The emphasis of all the course requirements is on commitment, teamwork, and dedication to the goal shared in common by all in the process.

## THC 140

### Costume Construction

2 credits

Offered upon request

Activity/Personal Enrichment

This is the foundational course for all other courses in Costume Design and Costume Technology. The techniques you learn in this course will become your building blocks for all other courses in this area of study. The skills samples provide an opportunity for hands-on practice of standard costume-construction methods.

## THC 141

### Introduction to Costume Design

2 credits

Offered upon request

Activity/Personal Enrichment

Prerequisite: THC 140 with a grade of "C" or higher

Students will explore the design process, costume silhouette and detail, and scripts and character analysis within the context of historical theatrical costuming.

**THC 160****Repertory Acting Company I**

1 to 3 credits

Offered every fall and spring semester  
Activity/Personal Enrichment

Prerequisite: THC 110 or instructor approval

A course intended to model the structure of a professional theatre company in which members of the ensemble collaborate to stage creative performance projects. Emphasis will be placed on the application of targeted performance theory, the implementation of effective acting practices in rehearsal, and the development of well-crafted theatrical productions. Participation in performances and minimal rehearsals held outside of the scheduled class time is required. Performance topics will vary by semester.

**THC 161****Repertory Acting Company II**

1 to 3 credits

Offered every fall and spring semester  
Activity/Personal Enrichment

Prerequisite: THC 160

Continuation of THC 160.

**THC 170****Introduction to Stage Lighting**

3 credits

Offered every fall semester

Activity/Personal Enrichment

Stage lighting will introduce to the student a practical approach to the technical and production aspects of lighting for theatre, musical theatre, and musical concerts. Students will use a variety of techniques as they learn to hang and focus lighting instruments, understand the physics of lighting, read and understand light plots and paperwork, investigate CAD for stage lighting, and learn the types and uses of multi-parameter fixtures. In conjunction with the Music and Drama Departments, students will take an active role in each of the major productions.

**THC 171****Stage Combat**

2 credits

Offered every spring semester

Activity/Personal Enrichment

Introduction to the fundamentals of stage combat: how to conduct fights, duels and other altercations on stage that appear realistic to the audience, but are, in fact, safe for the participants.

**THC 203 SUN THE 2220****Principles of Dramatic Structure**

3 credits

Offered every fall semester

Prerequisite: THC 105 or instructor approval

This course focuses on the fundamental analysis, interpretation, and evaluation of dramatic literature for theatrical production. Emphasis will be placed on creatively investigating the structure, style, themes, plot, characters, language, and context of

assigned plays from different genres and eras. Assigned readings and attendance at selected play productions will be required.

**THC 205****Musical Theatre I**

3 credits

Offered every spring semester

Activity/Personal Enrichment

This course is designed to introduce students to the exciting world of Musical Theatre. In a survey learning setting, students will learn the historical development of musicals from the early operas in Italy to the large Broadway shows of the nineties in New York City. Students will also learn beginning skills in acting and singing for the Musical Theatre (live performance required).

**THC 217****Introduction to Design Scenography**

3 credits

Offered every fall semester

This course provides an introduction to the role and responsibilities of the theatre designer (scenic, lighting, costume, sound, and multimedia effects) for stage productions. The class introduces the aesthetic principles and practices employed by designers/artists of the stage and screen, including visual research, text analysis, applying historical and social contexts to design, basic knowledge of the elements and principles of design, conceptualization, and design development as well as methods of visual communication (sketching, storyboarding, rendering, drafting, model making).

**THC 220****Rehearsal and Production III**

1 to 2 credits

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of THC 121. This class is a special opportunity available to students who seek to create with their fellows the "delicate illusionary reality that we call the theatre." The department believes that the education of students is enriched by participation in the actual process of creating a performance and by participation in a variety of experiences in the process. The emphasis of all the course requirements is on commitment, teamwork, and dedication to the goal shared in common by all in the process.

**THC 221****Rehearsal and Production IV**

1 to 2 credits

Offered every fall and spring semester  
Activity/Personal Enrichment

Continuation of THC 220. This class is a special opportunity available to students who seek to create with their fellows the "delicate illusionary reality that we call the theatre." The department believes that the education of students is enriched by participation in the actual process of creating a performance and by

participation in a variety of experiences in the process. The emphasis of all the course requirements is on commitment, teamwork, and dedication to the goal shared in common by all in the process.

**THC 230****Stage Makeup**

2 credits

Offered every spring semester

Activity/Personal Enrichment

To teach and give experiences in basic design and application of stage makeup, based on character analysis of an individually-chosen character from a play, movie, or piece of literature.

**THC 231****Stagecraft**

3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Stagecraft will introduce to the student a practical approach to the technical and production aspects of musical theatre and drama. Students will use a variety of techniques as they learn scenic artistry and develop the skills needed to construct scenery, hang and focus lighting instruments, and implement a sound system for effects and reinforcement. In conjunction with the Music and Drama Departments, students will take an active role in each of the major productions.

**THC 236****Introduction to Scene Design**

3 credits

Offered every fall and spring semester

Prerequisite: THC 231 or instructor approval

Basic principles of scene design including script analysis, design elements, model building, rendering techniques, and design project.

**THC 260****Repertory Acting Company III**

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Prerequisite: THC 161

Continuation of THC 161.

**THC 261****Repertory Acting Company IV**

1 to 3 credits

Offered every fall and spring semester

Activity/Personal Enrichment

Prerequisite: THC 260

Continuation of THC 260.

**THC 290****Acting Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Advanced study in acting technique for the aspiring theatre artist. The actor will continue to refine the command of skills in script analysis, artistic interpretation of the text, and successful vocal and

physical performance. This course provides the opportunity for students to receive additional supervision and critique in his or her development as an actor and will culminate in a recital, workshop, showcase, or juried performance.

**THC 298****Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Theatre and Cinematic Arts.

**THC 299****Independent Study**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Design and execution of original projects under faculty supervision.

**WELDING****WLD 101****Welding**

3 credits

Offered every fall and spring semester

Additional Fees Apply

This course teaches principles of arc and oxyacetylene welding, flame cutting, and brazing with emphasis on mastering basic welding techniques. An additional fee is required.

**WLD 108****Welding and Metal Fabrication**

3 credits

Offered every fall semester

Additional Fees Apply

Principles of arc and oxyacetylene welding, flame cutting, and brazing with emphasis on metal fabrication techniques.

**WLD 111****Arc Welding**

3 credits

Offered upon request

Activity/Personal Enrichment

Arc welding machines, their use and care; flat, vertical, overhead welding will be covered using various types of electrodes. Welding safety and basic electrical principles will be covered.

**WLD 124****MIG Welding**

3 credits

Offered every fall and spring semester

Offered in Gila County only

Activity/Personal Enrichment

The basic principles of inert gas welding using a MIG welder. Basic skills will be developed using a MIG welder on a variety of materials.

# COURSE DESCRIPTIONS

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## **WLD 126**

### **TIG Welding**

3 credits

Offered upon request

Offered in Gila County only

The basic principles of inert gas welding using a TIG welder. Basic skills will be developed using a TIG welder on a variety of materials and all positions.

## **WLD 201**

### **Repair Welding and Fabrication**

3 credits

Offered every fall semester

Additional Fees Apply

Prerequisite: WLD 101 or WLD 108 or instructor approval

This course covers the safe and efficient use of welding tools and techniques to repair and maintain industrial machinery. The course emphasizes the fabrication of guards and brackets, welding of dissimilar metals, structural welding, out-of-position welding, GMAW welding, SMAW welding, air arc welding, various grinding and cutting tools, shears, breaks, and rollers.

## **WLD 211**

### **Pipe Welding**

3 credits

Offered every spring semester

Additional Fees Apply

Prerequisite: WLD 101 or WLD 108 or instructor approval

This course provides skill development in advanced arc welding techniques in all positions. In this course students will use TIG, GMAW, plasma and flame cutting equipment. This course places an emphasis on preparing the student to take the AWS welding certification test.

## **WLD 260**

### **Flux Cored Arc and Gas Metal Arc Welding**

3 credits

Offered every spring semester

Additional Fees Apply

Prerequisite: WLD 101 or WLD 108 or instructor approval

This course teaches flux cored arc welding (FCAW) and gas metal arc welding (GMAW) principles and techniques. Course includes metal preparation processes, equipment set-up, and welding techniques related to different metal types and welding positions. This course helps prepare students for American Welding Society (AWS) entry-level certifications.

## **WLD 270**

### **Technical Welding**

3 credits

Offered every spring semester

Additional Fees Apply

Prerequisite: WLD 101 or WLD 108 or instructor approval

This course teaches welding processes as used in modern industry. Course provides instruction in and experience with all major welding processes with emphasis on proper welding techniques to ensure students understand industry requirements. This

course places an emphasis on preparing the student to take the AWS welding certification test.

## **WLD 280**

### **Advanced Arc Welding**

3 credits

Offered every spring semester

Prerequisite: WLD 260 and WLD 270 or instructor approval

Application of advanced welding techniques utilizing multiple welding processes to successfully weld pipe and plate. Instruction will emphasize certification test preparation towards AWS welding codes. An additional fee is required.

## **WLD 298**

### **Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Welding Technology.

## **WLD 290**

### **Welding Certification**

1 credit

Offered every spring semester

Additional Fees Apply

Activity/Personal Enrichment

Prerequisite: WLD 260 or WLD 270 or concurrent enrollment in WLD 260 or WLD 270 or instructor approval

This course prepares students for American Welding Society (AWS) certification or other welding certifications. This course relies on previous welding courses or industry experience for skill development. An additional fee (approximately \$75) is required for students who would like their official weld coupon inspected by a Certified Welding Inspector (CWI). Students will be required to pay for the inspection directly to the vendor and must be willing to have their official weld coupon inspected and approved by the course instructor prior to the inspection by a CWI.

## **WLD 291**

### **Welding Certification II**

1 credit

Offered every fall and spring semester

Additional Fees Apply

Activity/Personal Enrichment

Prerequisite: WLD 290 or instructor approval

This course prepares students for American Welding Society (AWS) certification or other welding certifications. This course relies on previous welding courses or industry experience for skill development. An additional fee (approximately \$75) is required for students who would like their official weld coupon inspected by a Certified Welding Inspector (CWI). Students will be required to pay for the inspection directly to the vendor and must be willing to have their official weld coupon inspected and approved by the course instructor prior to the inspection by a CWI.

## **WLD 297**

### **Workshop**

1 to 3 credits

Offered upon request

Activity/Personal Enrichment

Designed to meet a variety of needs for students in Welding Technology.

# DISCLOSURES

## ACCOMMODATION FOR STUDENTS WITH DISABILITIES

Eastern Arizona College will provide students with disabilities, who meet eligibility requirements, accommodations to participate in the educational experiences offered by the College. Services may include tutorial assistance, readers, signers, note taking assistance, Braille or taped text, electronic formatted materials, accessibility provisions, modifications to classrooms and other facilities, modifications to testing procedures, and other accommodations determined to be appropriate.

Students seeking an accommodation should contact the Counseling Office at Eastern Arizona College, 615 North Stadium Avenue, Thatcher, Arizona 85552, telephone (928) 428-8425, to specify the nature of the accommodation requested. The college will respond to specific student requests for accommodation or auxiliary aids and services in a prompt and reasonable fashion. It is the responsibility of the student to inform the College at the address or by telephone specified above of his/her acceptance of an accommodation plan and to schedule a meeting with staff to begin implementation of a plan.

Accommodations shall not be construed as a guarantee of student success. Rather, accommodations provides the opportunity to participate and are not in any way intended to devalue the end educational product.

## ACADEMIC ADJUSTMENTS AND ACCOMMODATIONS FOR STUDENTS WITH COGNITIVE DEVELOPMENT DISORDERS

Students requesting an accommodation to address cognitive development disorders must:

1. Have been admitted to Eastern Arizona College,
2. Provide Eastern Arizona College with psycho-educational, psychological, psychiatric, or other appropriate diagnostic evaluation(s), as requested, to document the nature and extent of the disability. This documentation must:
  - a. Include a psychoeducational evaluation that has been accomplished within the parameters of the diagnostic criteria established by the Diagnostic and Statistical Manual of Mental Disorders-IV, hereinafter referred to as the DSM-IV, and
  - b. Include evidence that the evaluator has the appropriate qualifications and credentials for her/him to offer a diagnostic determination within the parameters of the diagnostic criteria for Cognitive Development Disorders established by the DSM-IV, and
  - c. Be on file in the student's permanent record before the student receives accommodation services.

## ACADEMIC ADJUSTMENTS AND ACCOMMODATIONS FOR STUDENTS WITH OTHER DISABILITIES

Students requesting an accommodation to provide an academic adjustment or barrier free access must:

1. Have been admitted to Eastern Arizona College,
2. Provide Eastern Arizona College with an evaluation or medical information certifying the disability, and
3. Include evidence that the evaluator has the professional credentials and or specialized training, which qualifies her/him to offer a diagnostic determination.

## COLLEGE FINANCIAL CONDITION

Students desiring information concerning Eastern Arizona College's financial condition may obtain this information from the Fiscal Control Office. Additionally, annually audited financial statements can be found at [https://www.eac.edu/About\\_EAC/Budget/FinancialStatements.shtm](https://www.eac.edu/About_EAC/Budget/FinancialStatements.shtm).

## DISCLOSURE OF GRADUATION RATES

Students desiring information concerning Eastern Arizona College's graduation rates and transfer-out rates under the Student Right to Know Act, Public Law 101-542, may obtain this information from the Institutional Research Office.

## EEO/AFFIRMATIVE ACTION

Graham County Community College District does not discriminate in admission or access to, or treatment or employment in, its programs and activities on the basis of race, creed, color or national origin, sex, disability or age. You may contact the District EEO/ADA Coordinator at (928) 428-8915, fax (928) 428-2578, mail – Eastern Arizona College, 615 North Stadium Avenue, Thatcher, Arizona 85552-0769; or at the Student Services Building, Office 221.

## EQUITY IN ATHLETICS

Students desiring information concerning Eastern Arizona College's intercollegiate athletic programs under the Equity in Athletics Disclosure Act of 1994, Section 360B of Publication L. 103-382, may obtain this information from the Institutional Research Office.

## FACILITIES

Eastern Arizona College takes pride in having clean, safe, and up-to-date classrooms, laboratories, and performance areas. Specific inquiries about facilities should be addressed to the Admissions Office.

### FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords you certain rights with respect to your education records. They are:

1. The right to inspect and review your education records within 45 days of the day the College receives a request for access. Submit to the registrar, dean, or other appropriate official, a written request that identifies the record(s) you wish to inspect. The College official will make arrangements for access and notify you of the time and place where the records may be inspected. If the records are not maintained by the College official to whom the request was submitted, that official shall advise you of the correct official to whom your request should be addressed.
2. The right to request the amendment of your education records that you believe are inaccurate or misleading. You may ask the College to amend a record by writing the College official responsible for the record, clearly identifying the part of the record you want changed, and specify why it is inaccurate or misleading. If the College decides not to amend the record as you request, the College will notify you of the decision and advise you of your right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to you when you are notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in your education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel; a person or company with whom the College has contracted such as an attorney, auditor, or collection agent); a person serving on the Governing Board; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC, 20202-4605

The College hereby designates the following categories of student information as public or "Directory Information." Such information may be disclosed by the institution for any purpose, at its discretion.

- Category I: Name, dates of attendance, class, and picture.
- Category II: Previous institutions attended, major fields of study, awards, honors (includes Dean's List), degrees conferred (including dates).
- Category III: Past and present participation in officially recognized sports and activities, physical factors (height, weight of athletes).

You may withhold disclosure of any category of information under the Family Educational Rights and Privacy Act of 1974, as amended. To withhold disclosure, select the Non-disclosure option for FERPA release in your Gila Hank account. You may do this at any time. The College assumes that the failure of any student to specifically request the withholding of categories of "Directory Information" indicates individual approval for disclosure.

Parents or guardians may have access to the education records of a dependent student defined in the Internal Revenue Code of 1954, Section 152, as evidenced by a notarized affidavit stating that the student is a dependent for income tax purposes, or other documentation as may be separately approved by the registrar, on a case-by-case basis.

A Directory of Records which lists all education records maintained on students by the College is available at the Records and Registration Office. Questions concerning the Family Educational Rights and Privacy Act may be referred to that office.

### NOTIFICATION OF OCCUPATIONAL OPPORTUNITIES

Graham County Community College District informs students, parents, employees and the general public that we provide an equal opportunity occupational education program. All courses, services and activities are offered without regard to race, creed, color or national origin, sex, disability, or age.

Limited English speaking skills will not be a barrier to admission or participation in occupational educational programs. Admissions to Graham County Community College District must meet the criteria as published in the College Catalog.

### PROGRAM TO PREVENT ILLICIT USE OF DRUGS AND ABUSE OF ALCOHOL BY EMPLOYEES AND STUDENTS

#### I. Introduction and Purpose

The adoption by Congress of the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226) requires federal contractors and grantees to certify that they will provide a drug-free school. As a recipient of federal grants, the District must adopt a program toward accomplishing this goal. While federal legislation has been the impetus for creation of the program, the District recognizes that substance abuse is a problem of national proportions that also affects Eastern Arizona College. Based upon that concern, it is intended that this program for prevention of alcohol and drug abuse on our campuses will go beyond the strict dictates of the law and will serve as a comprehensive educational and resource tool.

Arizona voters recently approved the Arizona Medical Marijuana Act (Proposition 203), which has legalized the use and possession of medical marijuana by certain individuals. The Act does not allow any person to use or possess marijuana in public. Additionally, it does not require employers to allow any employee to use or possess marijuana at work, nor to be under the influence of marijuana at work. Accordingly, the College will continue to prohibit the use and possession of all controlled substances (including marijuana) by students and employees on College property, and will continue to prohibit employees from working while under the influence of marijuana.

To this end the Graham County Community College District Governing Board has developed policies to:

- A. Ensure that the Eastern Arizona College working and learning environment for students, employees and the public is safe, orderly and free of illegal activity.
- B. Comply with the Drug Free School and Communities Act of 1989 (PL 101-26), the Drug Free Workplace Act of 1988 (PL 100-690, Title IV, Subtitle D) and other relevant substance abuse laws.
- C. Provide students with access to appropriate treatment and rehabilitation assistance for problems associated with substance use or abuse.

REF: GCCCD Policy #4710 and Regulation #4710.01 which specify for employees the standards of conduct and consequences of violation, and Regulation #5800.02 which specifies for students the standards of conduct and consequences of violation in relation to drug and alcohol use.

## **II. Standards of Conduct**

The above referenced policies spelled out in detail in the Eastern Arizona College General Catalog, state clearly that:

- A. The manufacture, distribution, dispensing, possession or use of a controlled substance by any person on District property or as part of any of the District's activities is prohibited.
- B. A "controlled substance" is defined as an illegal drug, a legal drug used in excess of recommended dosage, an alcoholic beverage and/or any other mind altering substance. Marijuana, even when employed for a medical use, is considered to be a "controlled substance" under this Section.
- C. Employees are prohibited from ingesting any controlled substance at work and from being at work while under the influence of any controlled substance. For the purpose of this Section, the College will not consider an employee who is a "registered qualifying patient" within the meaning of the Arizona Medical Marijuana Act to be under the influence of marijuana *solely* because of the presence of marijuana metabolites.

## **III. Sanctions for Violation of Standards of Conduct**

Disciplinary actions include, but are not limited to:

- A. Termination of Enrollment/Employment within the District,
- B. Requirement to participate satisfactorily in a substance abuse assistance or rehabilitation program, or
- C. Other enrollment/employment restrictions or stipulations, or combination of enrollment/employment restrictions or stipulations.

## **IV. Legal Consequences of Alcohol Abuse & Illicit Drugs Use**

- A. Laws Governing Alcohol

The State of Arizona sets twenty-one as the "legal drinking age." An underage person who buys, receives, possesses or consumes alcoholic beverages is guilty of a misdemeanor and may be subject to a fine and imprisonment for up to six months. The Uniform Act Regulating Traffic on Highways prohibits driving while under the influence of intoxicating liquor or drugs (DUI). Drivers charged with DUI who refuse to be tested face suspension of their licenses or permits to drive for 12 months. A driver whose test results show a blood or breath alcohol concentration of 0.08 or more will have his/her license or permit to drive suspended or denied for not less than 90 consecutive days. The punishment for DUI ranges from not less than 10 days in jail and a fine of not less than \$250 for a first offense to a minimum of 90 days in jail and revocation of the driver's license for one year upon a second offense.

- B. Laws Governing the Use of Drugs

**Federal Laws:** The Federal Comprehensive Drug Abuse Prevention and Control Act prohibits the possession, sale and trafficking of controlled substances. The Omnibus Drug Act of 1988 allows the following penalties for conviction of possession of illegal drugs: civil fines up to \$10,000; forfeiture of cars, boats, or planes conveying the substance; loss of public housing; the loss of all federal benefits including student loans and grants.

**Arizona Laws:**

- a. Title Thirteen, Chapter 34 of the Arizona Revised Statutes lists drug offenses and their penalties. Following is a list of drugs which are frequently misused with a description of the potential penalties attached to a conviction.
  - i. Marijuana: First offense for possession or use of marijuana in an amount of less than two pounds constitutes a Class 6 felony and carries a possible prison term of 1.5 years and related fines. The sale of marijuana in an amount of less than two pounds carries a prison sentence of .5-1.5 years and related fines.
  - ii. LSD: Possession, use and sale of LSD are class 4 felonies carrying sentences from 1.5-3 years and related fines.
  - iii. Heroin and Cocaine: Use and sale of heroin and cocaine are class 2 felonies carrying sentences from 4-10 years and related fines.
- b. Title 36, Chapters 28.1 of the Arizona Revised Statutes codifies the Arizona Medical Marijuana Act, which protects certain individuals from prosecution for the medical use of marijuana. Among other things, the Act:
  - i. Does not authorize any person to smoke marijuana in any public place.
  - ii. Does not require an employer to allow any employee to use,

## DISCLOSURES

- possess, or be under the influence of marijuana at work or during work hours.
- iii. Does not require any person or establishment in lawful possession of property to allow a guest, client, customer or other visitor to use marijuana on or in that property.
  - iv. Does not authorize any person to undertake any task under the influence of marijuana that would constitute negligence or professional malpractice.

### V. Health Risks Associated with the Use of Illicit Drugs and the Abuse of Alcohol

- A. Illicit Drug Use: Controlled substances subject to illicit use are divided into several broad categories:
- Narcotics (Morphine, Opium, Heroin) are highly addictive. The effects of their use generally leads to feelings of euphoria, drowsiness, respiratory depression, constricted pupils, and nausea. Overdose is characterized by slow and shallow breathing, clammy skin, convulsions, coma, and possible death.
  - Depressants (Barbiturates, Chloral Hydrate, Quaalude) are moderately to highly addictive. Effects include slurred speech, disorientation, and drunken behavior without the odor of alcohol. Overdose results in shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma, and possible death.
  - Stimulants (Cocaine, Amphetamine) are not known to be physically addictive but create a high psychological dependence. Effects of use are increased alertness, excitation, euphoria, increased pulse rate and blood pressure, insomnia, and loss of appetite. An overdose can lead to agitation, increase in body temperature, hallucinations, convulsions, and possible death.
  - Hallucinogens (LSD, Mescaline and Peyote, TCP) are not known to be addictive. The effects of use include illusions and hallucinations, and poor perception of time and distance. Overdose causes longer, more intense "trip episodes," psychosis, and possible death.
  - Cannabis (Marijuana, Hashish) is moderately psychologically addictive. Effects include euphoria, relaxed inhibitions, increased appetite, and disoriented behavior. Overdose results in extreme fatigue, paranoia and possible psychosis.
- B. Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

### VI. Drug or Alcohol Counseling, Treatment, Rehabilitation or Re-entry Programs That are Available to Employees or Students

Eastern Arizona College does not provide direct drug or alcohol counseling, treatment or rehabilitation services. Students or employees with concerns related to the use/abuse of drugs or alcohol are encouraged to meet with a member of the Counseling staff on the Thatcher Campus for confidential consultation and referral. Counseling staff are located in the Student Services Building on Stadium Avenue on the Thatcher Campus. Appointments can be made by calling (928) 428-8253. Arizona State Prison inmates are encouraged to contact the Program Supervisor at their institutions. Inmates at the Federal Correctional Institution (Swift Trail) should contact the FCI Psychology Department.

Direct contact with organizations or individuals providing drug or alcohol counseling, treatment or rehabilitation services can be made by students or employees depending on location:

- Graham County, Southeastern Arizona Behavioral Health Services (SEABHS), Safford: (928) 428-4550
- Greenlee County, Southeastern Arizona Behavioral Health Services (SEABHS), Clifton: (928) 865-4531

### VII. Confidentiality

This Program is not intended to create obligations or restrictions that may interfere with the confidential nature of counseling, clinical or therapeutic relationships. Confidentiality will be maintained in accordance with state and federal laws, including the Arizonans with Disabilities Act and the Americans with Disabilities Act.

For tuition purposes, your residence is determined according to statutory law (A.R.S. §15-1801 et seq.) and regulations and precedents established previously by the State Community College Board (R7-1-304 and R7-1-305). These are subject to change by statute or State Board regulations.

## THE HIGHER EDUCATION ACT

The Higher Education Act (HEA) of 1965, as amended, requires institutions participating in the Title IV financial aid programs to disclose specified information to all current and prospective students and employees. Consumer Information can be found on our website at [www.eac.edu](http://www.eac.edu).

If you need assistance or paper copies, please contact Sharon Montoya, Director of Financial Aid at [sharon.montoya@eac.edu](mailto:sharon.montoya@eac.edu) or by writing to us at:

Department of Financial Aid  
Eastern Arizona College  
615 N. Stadium Avenue  
Thatcher, AZ 85552

Please indicate the subject of the Consumer Information Request. Financial Aid staff will contact the appropriate campus department/office to gather the requested information and will respond in a timely manner.

# RESIDENCY

All students are classified as out-of-state for tuition purposes when admitted to Eastern Arizona College. Arizona law requires that any student entering higher education do two things before being classified as in-state for tuition purposes: 1) prove Arizona residency; 2) submit citizenship (Prop 300) documentation.

## ARIZONA RESIDENCY

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

1. Continuous physical presence in the state for one year
2. Financial independence from out-of-state parents
3. Evidence of intent to establish residency

It is the responsibility of the student to submit AZ residency documents to the Records office either through their Gila Hank account or in person at any campus or location.

Students must submit one of the following documents dated at least one year old to prove AZ residency:

- Arizona driver's license, permit, or ID card
- Arizona high school transcript
- Dependency as indicated on tax return
- Arizona State Income Tax Return
- Arizona Voter registration
- Tribal document (reservation lies within Arizona)
- Automobile registration

## PROP 300 - CITIZENSHIP

In 2006, Arizona voters passed Prop 300 that states any student who enrolls in higher education in the state of Arizona must prove citizenship or lawful immigration status in order to receive in-state tuition. In addition, anyone who has not proved Prop 300 is ineligible to receive tuition waivers, fee waivers, grants, scholarship assistance, financial aid, tuition assistance or any other type of financial assistance that is subsidized or paid in whole or in part with state monies.

You can find a list of appropriate documentation at [www.eac.edu/prop300](http://www.eac.edu/prop300). Students may submit Prop 300 documentation through their Gila Hank account or in person at any campus or location.

In accordance with state regulation we have published below Arizona Revised Statute §15-1802 and the definitions provided in A.R.S. §15-1801.

## ARIZONA REVISED STATUTE §15-1801 DEFINITIONS

**Armed forces of the United States** means the army, the navy, the air force, the marine corps, the coast guard, the commissioned corps of the United States public health services, the national oceanographic and

atmospheric administration, the national guard and any military reserve unit of any branch of the armed forces of the United States.

**Continuous attendance** means enrollment at an educational institution in this state as a full-time student, as such term is defined by the governing body of the educational institution, for a normal academic year since the beginning of the period for which continuous attendance is claimed. Such person need not attend summer sessions or any other intersession beyond the normal academic year in order to maintain continuous attendance.

**Domicile** means a person's true, fixed and permanent home and place of habitation. It is the place where he intends to remain and to which he expects to return when he leaves without intending to establish a new domicile elsewhere.

**Emancipated person** means a person who is neither under a legal duty of service to his parent nor entitled to the support of such parent under the laws of this state.

**Parent** means a person's father or mother, or if one parent has custody, that parent, or if there is no surviving parent or the whereabouts of the parents are unknown, then a guardian of an unemancipated person if there are not circumstances indicating that such guardianship was created primarily for the purpose of conferring the status of an in-state student on such unemancipated person.

## ARIZONA REVISED STATUTE §15-1802 IN-STATE STUDENT STATUS

1. Except as otherwise provided in this article, no person having a domicile elsewhere than in this state is eligible for classification as an in-state student for tuition purposes.
2. A person is not entitled to classification as an in-state student until the person is domiciled in this state for one year, except that a person whose domicile is in this state is entitled to classification as an in-state student if the person meets one of the following requirements:
  - a. The domicile of the person's parent is in this state and the parent is entitled to claim the person as an exemption for state and federal tax purposes.
  - b. The person is an employee of an employer that transferred the person to this state for employment purposes or the person is the spouse of such an employee.
  - c. The person is an employee of a school district in this state and is under contract to teach on a full-time basis or is employed as a full-time noncertified classroom aide at a school within that school district. For the purposes of this paragraph, the person is eligible for classification as an in-state student only for courses necessary to complete the requirements for certification by the state board of education to teach in a school district in this state. No member of the person's family is eligible for classification as

an in-state student if the person is eligible for classification as an in-state student pursuant to this paragraph, unless the family member is otherwise eligible for classification as an in-state student pursuant to this section.

- d. The person's spouse has established domicile in this state for at least one year, has demonstrated intent and financial independence and is entitled to claim the student as an exemption for state and federal tax purposes or the person's spouse was temporarily out of state for educational purposes, but maintained a domicile in this state. If the person is a noncitizen, the person must be in an eligible visa status pursuant to federal law to classify as an in-state student for tuition purposes.
3. The domicile of an unemancipated person is that of the person's parent.
4. Any unemancipated person who remains in this state when the person's parent, who had been domiciled in this state, removes from this state is entitled to classification as an in-state student until attainment of the degree for which the person is currently enrolled, as long as the person maintains continuous attendance.
5. A person who is a member of the armed forces of the United

States and who is stationed in this state pursuant to military orders or who is the spouse or a dependent child as defined in section 43-1001 of a person who is a member of the armed forces of the United States and who is stationed in this state pursuant to military orders is entitled to classification as an in-state student. A spouse or a dependent child does not lose in-state student classification under this subsection if the spouse or dependent child qualifies for in-state tuition classification at the time the spouse or dependent child is accepted for admission to a community college under the jurisdiction of a community college district governing board or a university under the jurisdiction of the Arizona board of regents. The student, while in continuous attendance toward the degree for which currently enrolled, does not lose in-state student classification.

6. A person who is a member of the armed forces of the United States or the spouse or a dependent as defined in section 43-1001 of a member of the armed forces of the United States is entitled to classification as an in-state student if the member of the armed forces has claimed this state as the person's state of legal residence for at least twelve consecutive months before the member of the armed forces, spouse or dependent enrolls in a



university under the jurisdiction of the Arizona board of regents or a community college under the jurisdiction of a community college district governing board. For the purposes of this subsection, the requirement that a person be domiciled in this state for one year before enrollment to qualify for in-state student classification does not apply.

7. A person holding an honorable discharge from the uniformed services of the United States from either active duty or reserve or national guard status, or who has retired from active duty or reserve or national guard status, shall be granted immediate classification as an in-state student and, while continuously enrolled, does not lose in-state student classification if the person has demonstrated objective evidence of intent to be a resident of Arizona that, for the purposes of this section, includes at least one of the following:
    - Registration to vote in this state
    - An Arizona Driver's License
    - Arizona Motor Vehicle Registration
    - Employment History in Arizona
    - Transfer of major banking services to Arizona
    - Change of permanent address on all pertinent records.
    - Other materials of whatever kind or source relevant to domicile or residency status
  8. A person who is a member of an Indian tribe recognized by the United States department of the interior whose reservation land lies in this state and extends into another state and who is a resident of the reservation is entitled to classification as an in-state student.
  9. A person who has participated in the AmeriCorps program or the volunteers in service to America program for at least one year in this state is entitled to classification as an in-state student.
  10. A person who meets any of the following requirements is entitled to immediate classification as an in-state student and shall be granted immediate classification as an in-state student and does not lose in-state student classification if the person has demonstrated objective evidence of intent to be a resident of this state that, for the purposes of this section, includes at least one of the following:
    - Registration to vote in this state
    - An Arizona Driver's License
    - Arizona Motor Vehicle Registration
    - Employment History in Arizona
    - Transfer of major banking services to Arizona
    - Change of permanent address on all pertinent records.
    - Other materials of whatever kind or source relevant to domicile or residency status
- a. The person is a veteran as defined in title 38 of the United States Code who, while using educational assistance under 38 United States Code chapter 30 or 33, enrolls in a university under the jurisdiction of the Arizona board of regents or a community college under the jurisdiction of a community college district governing board within three years after the veteran's discharge from active duty service of ninety or more days or who remains continuously enrolled

beyond the three-year period following the discharge of the veteran.

- b. The person does not meet the requirements prescribed in paragraph 3 or 4 of this subsection and, while using educational assistance under 38 United States Code chapter 30 or 33, enrolls in a university under the jurisdiction of the Arizona board of regents or a community college under the jurisdiction of a community college district governing board within three years after the veteran's discharge from active duty service of ninety or more days or remains continuously enrolled beyond the three-year period following the discharge of the veteran.



## RESIDENCY

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- c. The person, while using benefits under the Marine Gunnery Sergeant John David Fry Scholarship prescribed in 38 United States Code section 3311(b)(9), enrolls in a university under the jurisdiction of the Arizona board of regents or a community college under the jurisdiction of a community college district governing board.
- d. The person, while using transferred Post/911 G.I. Bill benefits pursuant to 38 United States Code section 3319 during a time in which the transferor is a member of the uniformed services serving on active duty, enrolls in a university under the jurisdiction of the Arizona board of regents or a community college under the jurisdiction of a community college district governing board.
- e. The person is otherwise described in 38 United States Code section 3679(c).

- Ownership of real property
- Bank accounts
- Other relevant information

## PRESUMPTIONS RELATING TO STUDENT STATUS

Unless the contrary appears to the satisfaction of the Registrar, it shall be presumed that:

- No emancipated person has established a domicile in this state while attending any higher educational institution in this state as a full-time student in the absence of a clear demonstration to the contrary.
- Once established, a domicile is not lost by mere absence unaccompanied by intention to establish a new domicile.
- A person who has been domiciled in this state immediately prior to becoming a member of the armed forces of the United States shall not lose in-state status by reason of such person's presence in any other state or country while a member of the armed forces of the United States.

## EVIDENCE OF DOMICILE

Any student who has attended EAC as an out-of-state student for tuition purposes must fill out a domicile affidavit in order to change their residency status. Domicile affidavits must be submitted prior to the start of the term that students want to change their residency classification. If a domicile affidavit is received after the start of the term, the residency change will go into effect the following semester. Residency changes are not retroactive.

1. The affidavit must be signed by the student and filed with the Records Office in order to verify domicile.
2. A student must turn in two pieces of documentation showing AZ residency. Any of the following may be used in determining a student's domicile in Arizona (must be dated at least 1 year):
  - AZ Income tax return
  - AZ Voter registration
  - AZ Automobile registration
  - AZ Driver's license
  - Graduation from an AZ high school
  - Source of financial support
  - Dependency as indicated on Federal income tax return

## ALIEN IN-STATE STUDENT STATUS

An alien is entitled to classification as an in-state refugee student if such person has been granted refugee status in accordance with all applicable laws of the United States and has met all other requirements for domicile.

## OUT OF COUNTY RESIDENCY

Arizona residents from counties in which there is no established community college district (Apache and Greenlee) may enroll in credit classes at Eastern Arizona College without payment of out-of-county charges. General tuition and fees are still payable.

## RESIDENCY REVIEW

If we classify you as a non-resident for tuition purposes and you disagree, you may request a review by a Residency Review Committee. Your request must be written, signed by you, and accompanied by a sworn statement of all facts relative to the matter. You must file your request for review with the Registrar of the College within ten days of the time you receive notification from us of your classification as a non-resident. If you don't properly file a request within this ten-day period, you waive review for the current enrollment period. You will receive written notice of the date, time and place of the Residency Review Committee meeting and you have the right to appear and be represented by the advisor of your choice and at your expense. You or your advisor, but not both, may examine and cross-examine witnesses and summarize the evidence. The decision of the Residency Review Committee is final.

# SECURITY AND SAFETY

**THE PERSONAL SAFETY AND WELL-BEING** of the students, faculty and staff at Eastern Arizona College are always an important concern. You are encouraged to take responsibility for your own security and the security of others.

Many people are involved in keeping the campus safe and secure. A truly safe campus, however, can only be achieved through the cooperation of all students, faculty and staff.

Anyone at any campus location who becomes aware of a crime (or is the victim of a crime) or any emergency should make an accurate and prompt report of the occurrence to police or appropriate campus staff.

Fire, Medical, Police	911
Campus Police (Thatcher)	(928) 428-8240 or (928) 428-8241 After Hours (928) 965-8240
Graham County Sheriff (24 hour dispatch)	(928) 428-0808
Campus Security (Globe)	(928) 425-8481
Gila County Sheriff's Office (Globe)	(928) 425-4449
Student Life Office	(928) 428-8354 (Mon - Fri, 8 a.m. - 5 p.m.)
Counseling Office	(928) 428-8253 (Mon - Fri, 8 a.m. - 5 p.m.)
Mark Allen On-Call Phone Number	(928) 428-8925
Residence Towers On-Call Phone Number	(928) 322-1711
Nellie Lee On-Call Phone Number	(928) 235-0166
Student Life & Housing Administrator	(928) 428-8606
Director of Student Life & Housing Office	(928) 428-8605

## **Thatcher Campus Police/Security Physical Address:**

620 N. College Avenue  
Thatcher, AZ 85552

## **Globe Campus Security Physical Address:**

8274 S. Six Shooter Canyon Road  
Globe, AZ 85501-5103

## **Payson Campus Security Physical Address:**

201 N. Mud Springs Road  
Payson, AZ 85547

## **CAMPUS POLICE/SECURITY**

EAC Campus Police Department is dedicated to providing a safe and secure environment for students, faculty and staff, and the surrounding community. The department is staffed by fully certified law enforcement officers and part-time security officers who provide safety and security services 24 hours-a-day. Our law enforcement officers meet Arizona Peace Officer standards and training requirements, and are given the authority to enforce all campus rules, city ordinances, and state statutes.

## **SECURITY AND MAINTENANCE OF CAMPUS FACILITIES**

Physical Resources (Maintenance) Department maintains and regularly inspects the buildings and grounds with a careful eye for safety and security. They also respond to reports of potential safety and security hazards (i.e. broken windows, locks, etc.) making prompt repairs. Campus Police/Security regularly patrols the campus and reports any hazardous conditions to the Physical Resources Department (i.e. malfunctioning doors, lights, etc.) which falls under their purview.

College classroom facilities are to remain locked when not in use. Individuals needing to use College facilities should submit a Facility Request form through the Student Life Office to obtain permission to use a particular room or College facility.

Students and employees are encouraged to report any maintenance-related, safety and security or potential safety and security hazards to:

Thatcher Campus

Physical Resources (Maintenance) Dept. (928) 428-8300  
(Closes at 3:00 p.m.)

Campus Police (928) 428-8240 or (928) 428-8241  
After Hours (928) 965-8240

Graham County Sheriff (24 hour dispatch) (928) 428-0808  
Globe Campus

Physical resources (Maintenance) Dept. (928) 425-8481  
ext 121

Campus Security (928) 425-8481  
ext 124

Gila County Sheriff (928) 425-4449  
Payson Campus

Physical Resources (Maintenance) Dept. (928) 468-8039  
ext 240

Campus Security (928) 468-8039  
Gila County Sheriff (928) 474-2208

## **Changes in Safety and Security Procedures**

Timely warnings will be issued, as prescribed by policy, to alert the campus community of certain crimes that pose a serious threat to safety to aid in the prevention of similar crimes. Students in residence halls are further instructed in areas of crime prevention through meetings in which printed and visual materials are reviewed and discussed. For

# SECURITY AND SAFETY

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additional safety information, Clery Act crime and fire statistics, policies and procedures relating to sexual violence, emergency response and other safety factors, review The Annual Security and Fire Safety Report at [http://www.eac.edu/About\\_EAC/Consumer\\_Information/report.pdf](http://www.eac.edu/About_EAC/Consumer_Information/report.pdf)

## **Illegal Drugs or Alcohol Not Permitted on Campus**

Eastern Arizona College seeks to encourage and sustain an academic environment that both respects individual freedom and promotes the health, safety and welfare of all members of its community.

In keeping with these objectives, the College has established a policy and set up guidelines governing the possession and/or consumption of alcoholic beverages and illegal substances.

Alcohol is not permitted anywhere on the College campus at any time. Likewise, the College does not permit the use of marijuana, LSD, cocaine or any other illegal drug on the College campus. Individuals possessing, using or distributing such drugs are subject to disciplinary action (such as formal reprimands, community service, referral to counseling, suspension and expulsion) and possible arrest, imprisonment or fine, according to Arizona state law.

## **Who Can Help if I or a Friend Have a Problem with Substance Abuse?**

Eastern's Counseling Department provides professional and confidential counseling and referrals to help students with substance abuse problems.

The Counseling Department is located in the Student Services Building at 615 North Stadium Avenue, Thatcher, Arizona or may be contacted by calling (928) 428-8253.

All students and employees will receive a copy of regulations 4710.01 and 5800.01 regarding the Drug Free Schools and Communities Act.

## **Personal Safety and Protection against Sexual Assault or Violent Crime**

Eastern Arizona College considers the personal safety of students, employees, and visitors an essential element in the maintenance of a learning environment and has a responsibility to ensure they can enjoy the benefits and opportunities the College has to offer in this environment, free from:

- Dating Violence
- Domestic Violence
- Sexual Assault
- Stalking
- Bullying
- Sexual Harassment
- Sexual Misconduct
- Retaliation

Every member of the College community should be aware that the College is strongly opposed to sexual assault, violence, and other threatening or

endangering behavior (see full list above). Federal law and EAC's Student Code of Conduct and policies, prohibits such behavior.

## **DUTY TO REPORT**

Any employee who receives a complaint of discrimination, harassment, or sexual misconduct or becomes aware, directly or indirectly, of a behavior that violates Title IX is required to report the alleged misconduct immediately to the Title IX Coordinator.

EAC is required by law and College policy to investigate good faith complaints of sexual misconduct. All complaints, formal or informal, will be investigated in a manner that is prompt, adequate, and impartial.

## **TITLE IX - SEXUAL HARASSMENT**

Eastern Arizona College adheres to all federal, state, and local civil rights laws prohibiting discrimination in employment and education. The College does not discriminate in its admissions practices, in its employment practices, or in its educational programs or activities on the basis of sex/gender. As a recipient of federal financial assistance for education activities, the College is required by Title IX of the Education Amendments of 1972 to ensure that all of its education programs and activities do not discriminate on the basis of sex/gender.

Any member of the campus community, guest, or visitor who acts to deny, deprive, or limit the educational, employment, residential, or social access, opportunities and/or benefits of any member of the College community on the basis of sex is in violation of Regulation 2075.01- Procedures for Alleged Violations of the Title IX Sexual Harassment Regulations.

Any person may report sex discrimination (whether or not the person reporting is the person alleged to have experienced the conduct), in person, by mail, by telephone, by video, or by email, using the contact information listed for the Title IX Coordinator (below). A report may be made at any time (including during non-business hours) by emailing the Title IX Coordinator or using this electronic form <https://www.eac.edu/TitleIX/grievanceForm.pdf>.

Questions regarding Title IX, including its application and/or concerns about noncompliance, should be directed to the Title IX Coordinator. For a complete copy of the regulation or for more information, please visit Regulation 2075.01 or contact the Title IX Coordinator or go to: [## \*\*EAC TITLE IX TEAM\*\*](https://www.eac.edu>TitleIX</a>. Individuals who believe they have experienced sex discrimination, harassment, and/or retaliation in violation of this regulation may contact an Official With Authority or the Title IX Coordinator directly.</p></div><div data-bbox=)

### **TITLE IX COORDINATOR**

Candee Skousen  
Director, Residence Life  
(928) 428-8605  
[candee.skousen@eac.edu](mailto:candee.skousen@eac.edu)

**TITLE IX DEPUTY**

Laurie Pennington  
Director, Risk Management  
(928) 428-8488  
laurie.pennington@eac.edu

**TITLE IX INVESTIGATORS**

Lydia Newkirk  
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(928) 428-8915  
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Assistant Director, Admissions and Scholarships  
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**TITLE IX ADVISORS**

Kate McCluskey  
Supervisor Wellness Center/Softball Coach  
(928) 428-8411  
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Gina Roebuck  
Coordinator Counseling  
(928) 428-8426  
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Dr. Aaron Westerfield  
Director, Accreditation and Effectiveness  
(928) 428-8342  
aaron.westerfield@eac.edu

Kenny Smith  
Dean of Student Services  
(928) 428-8291  
kenny.smith@eac.edu

Patti Wren  
Student Activities Facilitator  
(928) 428-8384  
patti.wren@eac.edu

Dr. Nan Pennington  
Professor Psychology  
(928) 428-8350  
nan.pennington@eac.edu

(Gila County Campuses)

Ann Knights  
Associate Director, Payson  
(928) 468-8039  
ann.knights@eac.edu

**APPEALS OFFICERS**

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VP Academics and Student Affairs  
(928) 428-8261  
susan.wood@eac.edu

Heston Welker  
VP of Administration  
(928) 428-8201  
heston.welker@eac.edu

**Reporting**

The guiding principle in the report of a sexual assault or violent crime is to avoid re-victimizing the survivor by forcing the person into any plan of action. Assistance with the well-being of the survivor is the primary goal. Victims may contact any one of several College departments or community agencies for assistance. The following resources provide immediate aid or ongoing consultation:

Fire, Medical, Police	911 or 9-911 from a Thatcher campus phone
Thatcher Campus Police	(928) 428-8240 or (928) 428-8241 After hours (928) 965-8240
Graham County Sheriff (24 hour dispatch)	(928) 428-0808
Gila County Sheriff (Payson)	(928) 474-2208
Gila County Sheriff (Globe)	(928) 425-4449
Sexual Assault 24/7 Crisis Line	(800)-400-1001
Mt. Graham Safe House (Safford)	(928) 348-9104
Student Life Office	(928) 428-8354 (Mon - Fri, 8 a.m. - 5 p.m.)
Counseling Office	(928) 428-8253 (Mon - Fri, 8 a.m. - 5 p.m.)
Mark Allen On-Call Phone Number	(928) 322-1711
Nellie Lee On-Call Phone Number	(928) 322-1711
Residence Towers On-Call Phone Number	(928) 322-1711
Wesley Taylor On-Call Phone Number	(928) 322-1711
Residence Life Administrator	(928) 428-8605
Director of Residence Life	(928) 428-8606

In the event of a medical emergency, medical response personnel will be contacted. In the case of a sexual assault, emergency medical personnel are required to report the assault to the local law enforcement agency. However, the assault survivor who does not wish to see the police will be encouraged to seek a medical exam to treat physical problems and address the potential for injury, venereal disease, HIV, or pregnancy. The Rape Crisis Hotline can assist with these arrangements whether or not the survivor chooses to report the incident.

It is recognized that a sexual assault survivor may be undecided in reporting the assault to the police. A report to the police can empower the survivor in exercising legal rights and aid in the protection of others. If a report is to be made to the police, the survivor will be encouraged not to destroy evidence by cleaning up their person, clothing or bedding in any way. If the sexual assault survivor is undecided in reporting, the survivor will be encouraged to preserve evidence anyway in case it is decided to file a police report at a later date.

If the survivor has decided not to report the assault, the report recipient will maintain confidentiality. Other alternatives include:

## SECURITY AND SAFETY

- Make an anonymous report to police
- Make a report at a later date with the understanding that a report made after 72 hours may limit prosecution efforts.

Sexual assault survivors may seek counseling at any time from College counseling services or the Rape Crisis Hotline.

### Annual Security and Fire Safety Report

Eastern Arizona College complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 U.S. Code §1092(f) and the Higher Education Opportunity Act of 2008, by distributing an Annual Security and Fire Safety Report. The report is intended to inform the campus community of campus safety information, Clery Act crime statistics, on-campus housing fire data and statistics, and policies and procedures relating to sexual violence, emergency response, and other safety factors. A copy of EAC's Annual Security and Fire Safety Report is available for review at [www.eac.edu/About\\_EAC/Consumer\\_Information/report.pdf](http://www.eac.edu/About_EAC/Consumer_Information/report.pdf). Additional copies are available at the Alumni Library (Thatcher Campus), the Learning Resource Center (Payson Campus), and the library (Gila Pueblo

Campus). A paper copy of the report will be provided upon request at EAC's District Office.

### DAILY CRIME LOG AND FIRE LOG

A daily crime log listing all crime and alleged criminal incidents reported to campus police/security is available on-site, during normal business hours, at each of the campuses: EAC Police Department, located at 620 N. College Avenue, Thatcher, AZ.

A fire log containing all reported fires that occurred at any of EAC's on-campus student housing facilities is available during normal business hours at the Housing Office located at 900 N. College Avenue, Thatcher AZ.

### SEX OFFENDER COMMUNITY NOTIFICATION

Arizona Revised Statute §13-3825 Community Notification requires community notification of Level 2 or 3 sex offenders residing in the area. This includes notification to the surrounding neighborhood, area schools, appropriate community groups, and prospective employers. Information on the identity and residential address of all levels of registered sex offenders is available at the Arizona Department of Public Safety's website at <https://www.azdps.gov/services/public/offender>.



Note: AZ DPS Sex Offender Registry is powered by a third party website named OffenderWatch.

### **Social Security Number Use**

EAC does not use the social security number of faculty, staff and students as that individual's EAC Identification Number. Faculty, staff and students are assigned a random EAC identification number at their first enrollment or employment with EAC. Students are requested, but not required, to provide their social security number to facilitate awarding of financial aid, for learning or tuition credits for income tax purposes, and for supplementary identification purposes when necessary. Neither the social security number nor the EAC identification number are shared to third parties without the written consent of the student.

### **Veterans Information**

Every Veteran claiming Veteran's Educational Benefits is responsible for notifying the Veteran's representative at Eastern Arizona College of any change in his/her schedule which causes an increase or decrease in credit hour load as soon as the change occurs. For questions, please contact the Veteran's Representative in the Financial Aid Office on the Thatcher Campus of Eastern Arizona College or phone (928) 428-8287, or 1-800-678-3808, Ext. 8287.

### **Voter Registration Forms**

Mail in voter registration forms for Graham and Greenlee Counties are available for all enrolled students and the public. Forms can be obtained at the reception desk in the Student Services Building on the Thatcher Campus. Voter registration forms may also be requested from the following:

**Arizona Residents:** Call toll free 1-877-THE VOTE (1-877-843-8683) or Access the Vote Arizona web page at [www.azsos.gov](http://www.azsos.gov) for election information, voter information, and registration form.

**New Mexico Residents:** Call 1-800-477-3632 and ask for the Bureau of Elections

**All Other States:** Access the National Voter web page at [www.eac.gov](http://www.eac.gov).  
Access the Register to Vote web page at [www.cm](http://www.cm)

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