

TABLE OF CONTENTS

DBCC Accreditation and Approval	1	Emergency Loans	78
Equal Access/Equal Opportunity Policy	1	Student Employment	78
President's Message	2	Veterans Services	79
Academic Calendars	3	Student Services	80
Facts About Daytona Beach Community College	9	Counseling Services	80
Institutional Mission,		College Equity, Office of	80
Goals and Values Statements	9	International Students Assistance	81
History of the College	9	College Bookstore	84
Daytona State College Public Broadcasting	11	Student Disability Services	85
Economic Development, Division of	11	Academic Support Center	86
The Center for Business and Industry	12	TRIO Programs	87
Community & Professional Education	12	Library Services	87
Small Business Development Center	12	Computer Commons	88
Florida Resource Center	12	Falcon Center/Question and Answer Center	89
Educator Preparation Institute	12	Student Activities	90
Athletics and Fitness	13	Student Identification Cards	90
Office of Alumni Affairs	13	Parking Regulations	91
International Affairs Department	13	Student Insurance	91
Southeast Museum of Photography	13	Student Consumer Information	92
Global Education & Affairs	14	Office of Student Appeals	93
University Center	15	Office of Student Judicial Affairs	97
Daytona State College Partner Institutions	16	Women's Center	97
DBCC Locations	17	Crime Statistics	98
Advanced Technology College	19	Transfer Information	98
UCF-Volusia County Regional Campuses	21	Academic Information & Graduation Requirements	99
College of Baccalaureate Studies		College Preparatory Program	99
and Management Programs	24	Assessment and Placement	99
BAS Program Mission Statement	24	Assessment of Prior Learning Experience (APLE)	100
Program Overview	25	Bachelor of Applied Science Degree	101
Admission Requirements	25	Associate of Arts Transfer Degree Program	101
Completion Requirements	27	Requirements for Associate of Arts Degree	102
Frequently Asked Questions	27	General Education Core	103
BAS Program Guide	29	Elective Core	103
Admission, Academic Advising and Registration	33	General Education Core Course Selection Listings	103
Admission Information and Procedures	34	College Transfer Elective Courses	107
Enrollment Checklists	35	Associate of Arts Degree: Psychology and	
BAS Enrollment Checklist	36	Areas of Specialization Certification	113
Application Dates	37	Associate of Applied Science and Associate of	
Fees	37	Science Degree Programs	114
Transcripts	37	General Education Requirement for the Associate of	
Florida Residency for Tuition Purposes	37	Applied Science and Associate of Science Degrees	114
Readmission	38	Occupational Certificate Programs	114
Transfer Students	38	Apprenticeship Programs	114
Transient Students	39	Florida Online	115
Special Credit Students	40	Athletic Training Education Program (ATEP)	115
Teacher Certification	40	College Your Way	115
International Students	40	Online, Totally & Partially	116
Dual Enrollment	41	Summer Study Abroad	116
Assessment Services	41	Honors College	116
Exemptions to the Placement Test	42	Learning Communities	117
Limited Access Programs	43	Linked Classes	117
Online Student Services (FalconNet)	44	QUANTA	118
Academic Advising	45	Cooperative Education/Internships	118
Orientation	46	Adult Education and Workforce Training	119
First Semester Advising	45	CLAST	120
Continuing Student Advising	45	Recognition of Academic Excellence	121
Records/Registration	47	The District Board of Trustees and	
Facts About Registration	47	Administrative Organization of the College	122
Late Registration	48	The District Board of Trustees	122
Full Cost of Instruction, Maximum Attempts,		Organization of the College, Administrative	123
Grade Forgiveness and Withdrawals	48	Full-Time Faculty and Administration	126
Course Repeats	49	Academic Program Code Listing	145
Withdrawal Policy	49		
Enrollment Terminology	33		
Maximum Course Load	50		
Credit Overload	50		
Earned Credit, Other forms of	50		
Records Maintenance and Privacy Guidelines	51		
Maximum Course Load	50		
Records and Student Information Services	51		
Grading System	57		
Student Grade Information	59		
Financial Information	61		
Tuition, Fees and Refunds	61		
Financial Aid	65		
Foundation Scholarships	77		

DAYTONA STATE COLLEGE

A Four-Year Degree Granting Institution Serving Volusia and Flagler Counties

This document is prepared and presented as an informational guide only. Course offerings, fee schedules and other representations provided are not controlling and are subject to change, amendment or deletion by the College as deemed appropriate. The information is taken from Board rules and administrative procedures. These sources may be consulted for additional information.

Daytona State College is an Equal Opportunity Institution

Daytona State College pledges nondiscrimination, equal access, equal educational opportunity and equal employment opportunity to all persons regardless of race, ethnicity, religion, national origin, age, gender, disability, marital status, veteran status, ancestry or political affiliation. Our pledge covers recruitment, admission, registration, financial help, counseling, advising, course offerings, extracurricular programs, facilities, health services, athletics, employment and its privileges and benefits.

To obtain more information about the College's equal access and equal opportunity policies, procedures and practices, please call the Director of College Equity (386) 506-3916 or contact one of the following individuals:

Ms. Ursula Scott

Director College Equity
Building 100 Room 225
(386) 506-3916

Mrs. Robin Barr

Director Human Resources/Employment Equity
Building 100 Room 303F
(386) 506-4473

Mr. Idris Muhammad

Director Student Disability Services/Student Equity
Building 100 Room 113G
(386) 506-3076

Mr. Will Dunne

Dean of Co-Curricula Activities & Athletics
Building 310 Room 241
(386) 506-4486

Daytona State is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, GA 30033-4097: Telephone number 404-679-4501) to award the bachelor of applied science degree, two-year associate of arts, associate of applied science and associate of science degrees.

The College is a member of the American Association of Community Colleges and the Florida Association of Community Colleges, and is an approved institution of higher education for veterans and war orphans.

Please be advised that your photo may be taken and used in materials (including Daytona State's Web site) promoting the College. If you do not want your photograph used, please contact the Marketing Department at (386) 506-3153.

President's Message

When you hear the name Daytona State College, I hope it will strike a chord and remind you of how important growth and progress is in everything we do as a community and as individuals. Indeed, dropping "Community" from our moniker reflects an expansion of our institutional focus to meet the higher education demands of the residents we serve in Volusia and Flagler counties.

Daytona State begins this new academic year as a four-year degree granting institution dedicated to being the destination of choice for higher education in our region, expanding our program and degree offerings, and providing access, more choices and opportunity to all who desire to improve their lives through higher education.

The college remains committed to each and every one of our students. Whether you are working toward a college degree, developing a marketable skill, or taking a class for pure personal enrichment, Daytona State's faculty and staff are ready to help you succeed.

As you browse through this online catalog, I hope you will find information that will provide a starting point for you. Explore your possibilities. Visit a campus near you. We're ready to help you find your space at Daytona State College.

Sincerely,

Kent Sharples
President

Summer Semesters 2008	6 Week (A)	10 Week	12 Week	8 Week	6 Week (B)	Adult Classes	ATC
Advanced Registration	March 17-21	March 17-21	March 17-21	March 17-21	March 17-21	N/A	March 17-21
Open Registration	March 24 – May 13	March 24 – May 13	March 24 – May 13	March 24 – June 6	March 24 – June 27	N/A	March 24-May 13
CLAST Essay Registration Deadline	May 9	May 9	May 9	May 9	May 9	N/A	May 9
First Faculty Duty Day	May 14	May 14	May 14	June 9	June 30	May 12	May 14
Classes Begin	May 14	May 14	May 14	June 9	June 30	May 12	May 14
Last Day to Adjust schedules/Last Day to Audit/ Refund Period Ends	May 16	May 16	May 16	June 11	July 2	N/A	May 16
State Employee Registration	May 14-16	May 14- 16	May 14- 16	June 9- 11	June 30- July 2	N/A	May 14-16
Last Day to Withdraw	June 9	June 25	July 3	July 14	July 28	N/A	June 25
Last Day to Apply and Pay Fees for August Graduation	July 11	July 11	July 11	July 11	July 11	July 11	July 11
Classes End	June 25	July 23	Aug. 6	Aug. 4	Aug. 11	Aug 12	July 23
Final Exams	June 26	July 24	Aug. 7	Aug. 5	Aug. 12	N/A	July 24
Last Faculty Duty Day Grades Due no later than 48 hours after final exam.	June 26	July 24	Aug. 7	Aug. 5	Aug. 12	Aug 12	July 24
Memorial Day	May 26	May 26	May 26	May 26	May 26	May 26	May 26
Independence Day		July 4	July 4	July 4	July 4	July 4	July 4

Fall Semester 2008	College Classes	Fall "A" 8-Wk Term	Fall "B" 8-Wk Term	Adult Ed. Classes	ATC Classes
Advanced Registration for Currently Enrolled and Returning Students	Apr.7-11	Apr. 7-11	Apr. 7-11	N/A	March 5
Registration (open)	Apr. 12-Aug. 24	Apr. 12-Aug. 24	Apr. 12-Oct. 17	N/A	N/A
Fall Planning (Faculty Professional Development)	Aug. 19-22	Aug. 19-22	Aug. 19-22	Aug. 19-22	Aug. 19-22
Last day to submit proof of Florida residency	Aug. 22	Aug. 22	Oct. 21	N/A	N/A
Fall Classes Begin	Aug. 25	Aug. 25	Oct. 22	Aug. 25	Aug. 25
State Employee Registration	Aug. 25-29	Aug. 25-27	Oct. 22-25	N/A	N/A
Last Day to Adjust Schedules/Last Day to Audit a Course/Refund Period Ends	Aug. 29	Aug. 27	Oct. 24	N/A	N/A
Labor Day Holiday	Sept. 1	Sept. 1	N/A	Sept. 1	Sept. 1
CLAST Registration Deadline	Sept. 8	Sept. 8	Sept. 8	N/A	N/A
CLAST Test Day	Oct. 7	Oct. 7	Oct. 7	N/A	N/A
Last Day to Change "I" Grade awarded in preceding Spring, Summer A, Summer B	Oct. 17	Oct. 17	Oct. 17	N/A	Oct. 17
Last Day to Apply and Pay Fees for Graduation	Oct. 24	Oct. 24	Oct. 24	N/A	Oct. 24
Last Day to Withdraw from classes	Oct. 28	Sept. 25	Nov. 19	N/A	N/A
Advising Weeks	Oct 20-31	Oct 20-31	Oct 20-31	N/A	Oct 20-31
Advance Registration for Spring 2009 (currently enrolled students)	Nov 3-7	Nov 3-7	Nov 3-7	N/A	Nov 3-7
Open Registration	Nov. 8-Jan11	Nov. 8-Jan11	Nov. 8-Mar. 15	N/A	Nov. 8-Jan11
Thanksgiving Holidays (Begins 5 p.m. Wed. 11/26)	Nov. 27-29	N/A	Nov. 27-29	Nov. 27-29	Nov. 27-29
Fall Classes End	Dec. 12	Oct. 15	Dec. 12	Dec. 12	Dec. 12
Exam Days (Faculty Duty Days)	Dec. 15-18	Oct. 17	Dec. 18	N/A	Dec. 15-18
Last Faculty Duty Day	Dec. 18	Oct. 17	Dec. 18	Dec. 18	Dec. 18
Grades Due*	Dec. 19	Oct. 17	Dec. 19	Dec. 19	Dec. 19
Holidays	Dec. 19-Jan. 2	N/A	Dec. 19-Jan. 2	Dec. 19-Jan. 2	Dec. 19-Jan. 2
Diplomas Issued to Graduates	Jan. 9, 2009	Jan. 9, 2009	Jan. 9, 2009	Jan. 9, 20089	Jan. 9, 2009
*Grades Due within 48 hours after final exam (but no later than 5 p.m. on December 19, 2008)					

Final exam schedule Fall Semester 2008

Exam Days:

- Monday, December 15
- Tuesday, December 16
- Wednesday December 17
- Thurs. December 18.
- *Classes meeting Friday or Saturday nights will give their exams on Friday, December 12 and Saturday, December 13.*

Final exams for Fall "A" and "B" are the last day of the term.

Grades are due within 48 hours after the exam is given.

Class meets	Final Exam	Class Meets	Final Exam
TR or MWF - 7 a.m.	T - 7-9 a.m.	M only - 7 p.m.	M - 7:30 - 9:30 p.m.
MWF - 8 a.m.	W - 8 - 10 a.m.	TR - 8 a.m.	R - 8 - 10 a.m.
MWF - 9 a.m.	M - 8 - 10 a.m.	TR - 9:30 a.m.	T - 10:30 a.m. - 12:30 p.m.
MWF - 10 a.m.	W - 10:30 a.m. - 12:30 p.m.	TR - 11 a.m.	R - 10:30 a.m. - 12:30 p.m.
MWF - 11 a.m.	M - 10:30 a.m. - 12:30 p.m.	TR - 12:30 p.m.	T - 1 - 3 p.m.
MWF - noon	W - 1 - 3 p.m.	TR - 2 p.m.	R - 1 - 3 p.m.
MWF - 1 p.m.	M - 1 - 3 p.m.	TR - 3:30 p.m.	T - 3:30 - 5:30 p.m.
MWF - 2 p.m.	W - 3:30 - 5:30 p.m.	T only or TR - 5:30 p.m.	T - 5:30 - 7:30 p.m.
MWF - 3 p.m.	M - 3:30 - 5:30 p.m.	R only - 5:30 p.m.	R - 5:30 - 7:30 p.m.
W only or MW - 5:30 p.m.	W - 5:30 - 7:30 p.m.	T only or TR - 7 p.m.	T - 7:30 - 9:30 p.m.
M only - 5:30 p.m.	M - 5:30 - 7:30 p.m.	R only - 7 p.m.	R - 7:30 - 9:30 p.m.
W only MW - 7 p.m.	W - 7:30 - 9:30 p.m.		

Students scheduled to take more than two final exams on any day are to take the first exams listed on the schedule and ask the instructor for a time to reschedule the others. The instructor must be given two weeks advanced notice to make arrangements to reschedule exams for these students. Students who have evening class exams scheduled on the same day as two other exams must take the evening exam first and may reschedule the other exams. However, students have the option of taking more than two exams on the same day.

Spring Semesters 2009			Spring "A"	Spring "B"		
	16 week classes	14 week classes	7-Wk	7-wk	Adult Ed.	ATC
College Open	Jan. 5	Jan. 5	Jan. 5	Jan. 5	Jan. 5	Jan. 5
Spring Planning/1 st Fac. Duty Day	Jan. 7	Jan. 7	Jan. 7	Jan. 7	Jan. 7	Jan. 7
Spring Classes Begin	Jan. 12	Jan. 20	Jan. 20	Mar. 16	Jan. 12	Jan. 20
Martin Luther King Holiday	Jan. 19	Jan. 19	Jan. 19	Jan. 19	Jan. 19	Jan. 19
Last day to submit proof of FL residency	Jan. 12	Jan. 20	Jan. 20	Mar. 16	na	Jan. 20
State Employee Registration	Jan. 12-16	Jan. 20-23	Jan. 20-22	Mar. 16-18	na	Jan. 20-23
Last Day to Adjust Schedules/Last Day to Audit a Course /Refund Period Ends	Jan. 16	Jan. 26	Jan. 22	Mar. 18	na	Jan. 26
CLAST Essay Exam Registration	Jan. 16	Jan. 16	Jan. 16	Jan. 16	na	Jan. 16
CLAST Essay Exam	Feb. 17	Feb. 17	Feb. 17	Feb. 17	na	Feb. 17
Last Day to Apply and Pay Fees for Graduation	Mar. 20	Mar. 20	Mar. 20	Mar. 20	na	Mar. 20
Last Day to Change "I" Grade awarded in Fall Semester	Mar. 6	Mar. 6	Mar. 6	Mar. 6	na	Mar. 6
Last Day to Withdraw from classes	Mar. 20	Mar. 27	Feb. 18	Apr. 17	na	Mar. 27
Spring Break	Mar. 9-14	Mar. 9-14	Mar. 9-14	Mar. 9-14	Mar. 9-14	Mar. 9-14
Advanced Registration for Summer 2009/Fall 2009 Currently Enrolled and Returning Students	Mar. 30	Mar. 30	Mar. 30	Mar. 30	na	Mar. 30
Registration (open)	Apr. 2	Apr. 2	Apr. 2	Apr. 2	na	Apr. 2
Awards Convocation	Apr. 15	Apr. 15	Apr. 15	Apr. 15	na	Apr. 15
Spring Classes End	May 5	May 5	Mar. 6	May 5	na	May 5
Exam Days (Faculty Duty Days)	May 5-8	May 5-8	Mar. 6	May 5-8	na	May 5-8
Last Faculty Duty Day	May 8	May 8	Mar. 6	May 8	na	May 8
Grades Due*	May 11	May 11	Mar. 9	May 11	na	May 11
Commencement	May 11	May 11	May 11	May 11	May 12	May 11
Diplomas Mailed to Graduates	May 29	May 29	May 29	May 29	na	May 29
* Grades due within 48 hours after final exam.						

Final exam period Spring Semester 2009

Final Examinations for the Spring Semester 2009 will be held during the exam period (Tuesday, May 5 - Friday, May 8) within the regularly scheduled class times.

Classes meeting Friday or Saturday nights will give their exams on Friday, May 1 and Saturday, May 2.

Final exams for Spring "A" and "B" are the last day of the term.

Grades are due within 48 hours after the exam is given.

Students scheduled to take more than two final exams on any day may ask the instructor for a time to reschedule the others. The instructor must be given two weeks advanced notice to make arrangements to reschedule exams for these students. Students who have evening class exams scheduled on the same day as two other exams must take the evening exam first and may reschedule the other exams. However, students have the option of taking more than two exams on the same day.

Summer Semesters 2009	6 Week (A)	10 Week	12 Week	8 Week	6 Week (B)	Adult Classes	ATC
CLAST Essay Registration Deadline	May 8	May 8	May 8	May 8	May 8	na	May 8
Classes Begin/First Faculty Duty Day	May 13	May 13	May 13	Jun. 15	Jun. 29	May 13	May 13
Last Day to Adjust schedules/Last Day to Audit/Refund Period Ends	May 15	May 15	May 15	Jun. 17	Jul. 1	N/A	May 15
State Employee Registration	May 13-15	May 13-15	May 13-15	June 15-17	June 29-July 1	N/A	May 13-15
Memorial Day	May 25	May 25	May 25	May 25	May 25	May 25	May 25
Last Day to Withdraw	Jun. 9	Jun. 24	Jul. 1	Jul. 10	Jul. 24	na	Jun. 24
Last Day to Apply and pay fees for August Graduation	Jul. 1	Jul. 1	Jul. 1	Jul. 1	Jul. 1	na	Jul. 1
CLAST Test Date	Jun. 9	Jun. 9	Jun. 9	Jun. 9	Jun. 9	na	Jun. 9
Independence Day	Jul. 3	Jul. 3	Jul. 3	Jul. 3	Jul. 3	Jul. 3	Jul. 3
Classes End	Jun. 24	Jul. 23	Aug. 5	Aug. 10	Aug. 10	na	Jul. 23
Final Exams/Last Faculty Duty Day	Jun. 25	Jul. 24	Aug. 6	Aug. 11	Aug. 12	na	Jul. 24
Grades Due	Jun. 26	Jul. 27	Aug. 7	Aug. 12	Aug. 12	na	Jul. 27

FACTS ABOUT THE COLLEGE

Vision

Daytona State College will be the destination of choice for education.

Mission

The mission of Daytona State College is to advance teaching, learning and innovation.

Daytona State College, a comprehensive public college, provides access to a range of flexible programs from community enrichment to the baccalaureate degree, emphasizing student success, embracing excellence and diversity, and fostering innovation to enhance teaching and learning.

Values

Community – The Daytona State College community encompasses our students, faculty, staff and the public we serve. Our community is built upon mutual respect, effective and open communication, and civic responsibility.

Integrity – Daytona State strives for the highest ethical standards in all areas of operation, including the fair and consistent treatment of all members of the Daytona State community. The college fully supports academic freedom and the right of intellectual pursuit.

Excellence – To achieve academic excellence, professionalism, and quality in all the programs and services we offer, Daytona State employs a system of continuous improvement based on assessment, accountability and engagement with the entire community.

Diversity – Diversity of people, thought and expression provides energy and vitality for the learning process. Daytona State celebrates both the originality and distinction of individuals and cultures, while at the same time valuing the common bonds that unite us as a global community.

Innovation – Innovation and creativity are the keys to our growth as an institution, as well as the growth and success of our students. Daytona State prides itself on its ability to adapt to a rapidly changing world, finding positive and creative solutions to the challenges it faces.

Student Success – There is no value more important than the success of our students. Our main goal is to provide students with the skills, knowledge and drive to succeed in the classroom, the workplace and in life. Beyond this success, we hope to instill in our students a lifelong love of learning.

Institutional Goals

To achieve its mission, the College will pursue these goals:

1. Serve as an entry point for baccalaureate degrees and advanced levels of employment by offering a variety of two-year associate of arts and associate of science degree programs.
2. Offer a Bachelor of Applied Science degree in Supervision and Management for graduates of Associate degree programs.
3. Provide preparation and training for immediate employment by offering associate of applied science, vocational-technical certificate and continuing education programs responsive to identified needs of the business community.
4. Offer a broad range of adult education courses and programs leading to improved literacy levels, proficiency in English, and a high school diploma/GED as well as preparatory instruction to develop college-level success skills.
5. Provide a general education program that uses the context of humanities, social sciences, and natural sciences to develop academic knowledge and skills in reading, writing, critical thinking and mathematics.

6. Provide a broad range of administrative, academic and support services that create an environment conducive to teaching, learning and student success.
7. Offer enrichment and lifelong learning opportunities for students and the community through cultural, social, civic, wellness and athletic activities.
8. Establish partnerships with schools, higher education institutions, business and the public sector designed to promote community and economic development.

History of the College

Daytona State College continues its commitment to progress and support of the communities it serves in Volusia and Flagler counties. The 2008-2009 academic year brings major change to the institution in terms of expansion of facilities and program offerings.

In 1957, the Florida Legislature authorized Daytona Beach Junior College as the state's first comprehensive community college. The College was divided into three divisions: college credit, adult education and the Mary Karl Vocational School. Although one president administered to all divisions, they essentially functioned as separate entities under the Volusia County School System.

Volusia County Community College, also a separate entity under the school system, merged with DBJC in 1965. The 1968 Legislature combined the divisions into a single administrative unit under a District Board of Trustees independent of the county school system. In 1971, the official name of the College was changed from Daytona Beach Junior College to Daytona Beach Community College.

Over the years, the College has evolved from a small campus into an academically superior multi-campus institution providing educational and cultural programs for the citizens of Volusia and Flagler counties. In 2006, the college was authorized to begin offering its first bachelor's degree - the Bachelor of Applied Science in Supervision and Management. Beginning Spring

Semester 2009, the college also will begin offering seven specialized bachelor's degrees in Education. In June 2008, institution joined eight other colleges selected to be part of Florida's first state college pilot project. The new Florida College System will ultimately open the door for the state's 28 community colleges to expand their missions and offer affordable workforce-centered baccalaureate degrees

To assure graduates that their diplomas and transcripts reflect their achievement of obtaining a four-year degree, the District Board of Trustees and the state of Florida have approved the college's request for yet another name change - Daytona State College.

The College has fostered a tradition of excellence in academics and service to a growing community. The Daytona State now serves more than 33,000 students annually.

A leader in the area's workforce and economic development initiatives, the College is continually developing new technological means to deliver educational services to the community. Leading the list is the Advanced Technology College (ATC), an innovative educational partnership among the College, Flagler County Schools, Volusia County Schools and the business communities of Volusia and Flagler counties. The ATC offers opportunities for high school students and adult community college students to pursue technology-based fields.

The College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate of arts, associate of applied science, associate of science and bachelor of applied science degrees and is approved by the state of Florida. Numerous professional and academic organizations confer special accreditation to various College programs. The College also is a member of the American Association of Community Colleges and an approved institution for higher education for veterans and war orphans.

**Daytona State College Public
Broadcasting:
*Public Television with an Education
Priority***

Daytona State College Public Broadcasting is a non-commercial, educational television station and PBS affiliate that reaches more than 1.6 million people throughout Volusia, Flagler, Orange and Seminole counties. As a department of Daytona State, its state-of-the-art digital television facility and production staff are the heart of a two-year degree program in Digital Television and Media Production. The program is the only one of its kind in Florida where students get real-world production training in a demanding, professional setting from the day they attend their first session.

In addition to quality programming from PBS and other regional program providers, Channel 15 offers a variety of locally produced programs intended to inform, educate and entertain viewers, and put Central Floridians in the spotlight. Daytona State College Public Broadcasting is one of only 10 public television stations licensed to a community college in the country.

On June 11, 2003, Daytona State College Public Broadcasting complied with the FCC (Federal Communications Commission) mandate to begin broadcasting digitally. In October 2003, the station completed its digital construction and installation and subsequently began delivering four separate streams of programming to viewers with digital television sets throughout a Central Florida nine-county span. Coverage now expands to Brevard, Osceola, Lake, Sumter and Indian River counties.

The current four streams of programming are:

1. A replication of Daytona State College Public Broadcasting's current analog channel;
2. The Daytona State Education Channel;
3. The Florida Knowledge Network, which comprises programming for the K-12 audience and

4. The Florida Channel, which provides coverage of the Florida Legislature.

A committee of 35 college employees, representative of all disciplines and aspects of the college, is currently working to analyze the best uses for the Daytona State channel. As a result of the initial research, the group has determined that there is a wealth of opportunities for using the channel to benefit the college. Exploration into college marketing, curriculum development and/or expansion of our presence with business and community partners in the new coverage area is currently under way. With 80 percent of households expected to be converted to digital technology by 2008, the group will be experimenting and exploring all of the options in preparation for complete rollout between now and 2009.

Students and volunteers are an essential part of the Daytona State College Public Broadcasting production team. Throughout the year, college staff and students may also get involved by volunteering their time during a special event, pledge drive or other local production. Assignments range from running a camera, to assisting with mailings, to serving as a tour guide. For more information, contact Bruce E. Dunn, associate vice president and general manager, at (386) 506-4576.

Division of Economic Development

The Economic Development Division of Daytona State College represents and engages the college with the business and economic development community.

The Office of Economic Development is the lead organization representing the College with local, regional and state economic and workforce development organizations. Local organizations include chambers of commerce, Volusia and Flagler County Departments of Economic Development and Centers for Business Excellence, and organizations such as the Business Development Partnership and the Volusia and Flagler County Associations for Responsible Development (VCARD and FCARD). Regional organizations include

www.MyRegion.org and the Florida High Tech Corridor Council. State organizations include Enterprise Florida and the Florida Economic Development Council.

As relevant activities in these organizations are initiated the College's economic development staff connects and serves as a liaison with the appropriate Daytona State academic or student service departments.

Administratively, the following departments fall under the umbrella of the Division:

The Center for Business & Industry

Today's workers must be flexible, innovative and dedicated. They must adjust quickly to changing market conditions, keep their skills fresh and deliver maximum quality and customer service. The Center for Business & Industry at Daytona State College focuses on meeting the training and development needs of business, industry and government in Volusia and Flagler counties.

The Center offers conferences, seminars, customized training services and technical assistance to better prepare organizations and workers to compete and thrive in emerging global markets. For more information, contact the director at (386) 506-4461 or visit www.thecbi.com.

Community & Professional Education

Community Education offers a variety of personal enrichment classes for all members of the community. Summer camps designed for fun and learning are available for ages 6-16. You will also find adult classes in photography and foreign languages.

Professional and Continuing Education classes also are available for people wanting to obtain their Insurance or Real Estate Licenses or maintain licensure in three or other professions. Some classes are now available on-line.

Classes are affordable and convenient. They are scheduled at various times and

locations to give you the greatest possibility to participate.

Community & Professional Education is continually developing new courses. We invite you to let us know topics of particular interest to you that could be offered as a course to our community.

For more information on classes or to be put on our mailing list, please call Community & Professional Education at (386) 506-3858. For the latest class listing, visit us at <http://www.thecbi.com>.

Small Business Development Center

The Daytona State College Small Business Development Center is a partnership with the University of Central Florida and the US Small Business Administration. The Daytona State College SBDC is a team of certified professionals who are dedicated to providing management advice and training to potential and existing entrepreneurs. The Center's services include individual counseling, training workshops, a business resource center, specialized assistance as well as online classes. For more information please call (386) 506-4723 or visit our website at www.sbdcdaytona.com.

Florida Resource Center

The Florida Resource Center specializes in processes to identify workplace skills requirements, and then to develop curricula to meet these needs. A key methodology used by the Center is the DACUM (Developing a Curriculum) process. The Florida Resource Center performs DACUMS and leads focus groups for Daytona State as well as for other colleges both nationally and internationally.

Educator Preparation Institute

The Educator Preparation Institute (EPI) is designed for people with a bachelor's degree who are interested in becoming highly-qualified certified teachers in Florida. The EPI is a program approved by the state of Florida that leads to the five-year Professional Educator's Certificate.

The EPI program is a 21-credit program that consists of seven content courses and two field experiences.

Those who successfully complete the EPI and all portions of the Florida Teacher Certification Exam (FTCE) are eligible to receive a five-year Professional Educator's Certificate.

1200 W. Intl Speedway Blvd
Daytona Beach, Florida 32210-2811
Building 150 Room 310
(386) 506-4EPI (4374)
Fax: 386-506-3966
EPI@daytonastate.edu

Athletics and Fitness

Daytona State College offers varsity level programs in men's basketball and baseball, and women's basketball, fast-pitch softball and golf. Our teams consistently compete at top levels both statewide and nationally.

The College emphasizes the need for athletes to perform well in the classroom as well as in their respective sports, and provides specialized tutoring and mentoring programs to help them achieve academic success. More information can be found on the Web at
<http://www.daytonastate.edu/athletics/main.html>.

Fitness Center

The L. Gale Lemerand Health, Wellness and Community Education Center is located on the Daytona Beach Campus. In addition to being home of the Falcons basketball teams, the center also features one of the most comprehensive fitness training facilities in Florida, including state-of-the-art weight training and aerobic equipment and an Olympic-sized aquatic center. More information can be found on the Web at
http://www.daytonastate.edu/athletics/fitness_ctr/index.html.

Office of Alumni Affairs

Everyone who has ever attended Daytona State for career preparation, general interest, career change or professional enhancement can remember vividly that first semester when everything seemed new,

exciting, stimulating and a little bit scary. The Office of Alumni Affairs was established to continue that lifelong connection between the college and those who have been students here. We offer you the opportunity to be involved through communication, special programs and services.

Becoming more involved, you show Daytona State students what it means to be a successful college graduate. How can you help? Look at some opportunities below:

- **Volunteer** at an Alumni Only special event or attend a college program or Falcon sporting event;
- **Become a GRADVISOR** ... Mentor a student;
- **Be a Guest Speaker** ... Speak in a classroom, advising our students first-hand about your experiences at Daytona State and your field of expertise in the market place;
- **Join the Alumni Association** after graduation and receive many benefits including our timely electronic newsletter or our alumni spotlight program;
- **Serve** as a volunteer committee member of the Alumni Association.

You can contact the Office of Alumni Affairs to find out how you can get involved, as well as learn more about the Daytona State Alumni Association @ 386-506-3195 or
alumni@daytonastate.edu

Southeast Museum of Photography

Daytona State College is the parent organization of the [Southeast Museum of Photography](#) (SMP), one of the largest photography museums in the nation and one of fewer than 13 such museums in the country. SMP presents more than 12 exhibitions annually, organized around such interdisciplinary themes as "Women's Worlds", "Time and Space" and "Behind the News."

SMP is very involved with academic and community programs at our College. Since its opening in April 1992, the Museum has

mounted more than 300 exhibitions and produced more than 40 catalogues and publications. Each semester, the Museum presents films, lectures, seminars, workshops, professional classes and talks. The museum's education division produces academic support materials for a wide range of college and high school classes in conjunction with each new series of exhibitions. Public programs feature internationally known photographers, critics, writers and scholars.

The Museum offers Daytona State students extensive opportunities for internships and professional training, as well as paid and volunteer employment. Many of the Museum's former student workers are now employed in museums and galleries around the world. For more information visit the museum Web site www.smponline.org, or call (386) 506-3080.

SMP is located on Daytona State's Daytona Beach Campus, 1200 West. International Speedway Boulevard, in the Mori Hosseini Building.

MUSEUM HOURS

Open: Tues., Thurs. and Friday, 11-5.
Wednesday, 11-7, Weekends 1-5
June, July and December Hours are Tues. - Sunday, 1-5
Closed: Mondays, July 4, August 1-13, December 22-January 2, Daytona 500 Weekend, Thanksgiving Weekend.

Global Education & Affairs

The Office of Global Education & Affairs (GEA) assists the college in preparing students to successfully compete in the job market, improve their quality of life, and embrace cultural diversity. The GEA seeks to increase global awareness throughout the college, while serving the international needs of the local community.

The GEA includes the Director of International Projects, Center for International Business Education (CIBE) and the Office of International Students (OIS). The GEA is responsible for developing international academic exchanges and linkages for the college, coordinating college study abroad programs, assisting in

recruiting international students, seeking outside funding for and administering international education (IE) activities at the College, coordinating faculty and staff exchanges, assisting in IE curriculum development activities, and acting as liaison to public and private domestic and international agencies and associations. The GEA also directs the CIBE in developing international business education curriculum and soliciting input from the CIBE citizen advisory board on Daytona State College international education programs and in obtaining internationally related contract-training programs.

Over the past several years the GEA has administered several projects for the college including a Workforce Development Project, funded by the US Agency for International Development (USAID) and AACB with the Universidad Regiomontana in Mexico to develop import/export programs; the Tertiary Education Linkage Program, funded by USAID and administered by the United Negro College Fund, as part of a consortium with Bethune-Cookman University and the University of Central Florida with Vista University in South Africa for curriculum development activities; and the North American Mobility Program for Higher Education (Mobility) with colleges and universities in Canada and Mexico exchanging students, faculty and staff, the first from 1997-2001 was in computer engineering technology and international business. Each of these projects has allowed the college to send faculty, staff and students for an overseas experience.

The College is currently funded for two additional North American Mobility programs, one in Hospitality Management, Tourism and Culinary Arts which began in 2003 and ends in 2008. During the length of the grant, more than 20 students have been exchanged. The other project, North American Culinary Arts Specialization Program, started in 2007. As with the other NAMP projects, this one includes two institutions from Canada, two from Mexico and two from the US. In addition to academic exchanges the programs support the developing of joint curriculum, faculty exchanges and other related activities. On-going projects also include faculty and staff

exchanges with the Wuxi Institute of Technology in China.

In addition we are cooperating with the government of the Dominican Republic, the Office of the President, the Secretary of Higher Education, Science and Technology, and a businessmen's association there to develop a community college in Eastern Santo Domingo, The Instituto Tecnico Superior Comunitario (The Superior Technical Community Institute). Activities were formally initiated in March 2007 with the signing of a contract with the Dominican government for \$1.78 million sponsored by the Inter- American Development Bank (IDB). The inauguration is expected in the fall 2008 with classes to begin late 2008 or early 2009. A similar project was initiated in November 2007 with the signing of a contract with Government of the Bahamas, also sponsored by a \$1.01 million IDB contract with the government of the Bahamas to restructure its Bahamas Vocational Technical Institute over a period of three years. That project will include the structuring of the BTVI to be more like a US style community college.

The office also assists faculty and staff in coordinating student study abroad programs. Currently we have one program to England. The college has also sponsored trips to India, Mexico and Italy. Finally in cooperation with the Center for Business & Industry, the Visual Arts/Graphics Department and the Tryone/Donnegal Partnership in Ireland, the college has been host to students from Ireland for a 10-week program in Digital Media and will renew the program in 2008.

The office also houses the Office of International Students (OIS). The OIS assists international students in finding housing and host families, dealing with health insurance issues, and assisting in opening bank accounts. OIS also provides other community information, general advising from academic peer support to student activities, and on-campus student employment information. The OIS is located adjacent to the GEA office in Building 110, Room 204. The office can be reached at (386) 506-3565.

The GEA is located in Building 110, Rooms 201, 202 and 203. The Department can be reached at (386) 506-3141, 506- 3683, or 506-3675.

University Center

At Daytona State College, you get an education with options. Daytona State offers a Bachelor of Applied Science degree in Supervision and Management and will begin offering bachelor's degrees in Education in seven specialized concentrations in the Spring 2009 semester. See the College of Baccalaureate Studies and Management Programs section of this catalog for details.

Through its University Center, the college also partners with many other institutions of higher education to offer students the opportunity to stay close to home and continue their education beyond the associate degree.

Why earn a bachelor's degree?

Earning your bachelor's degree not only opens more opportunities for employment and careers, it also is one of the best ways to boost your income earning potential.

According to the US Census Bureau, people who hold bachelor's degrees earn an average \$23,000 a year more than those with only a high school diploma. Nationally, college graduates made an average of \$51,554 in 2004, the most recent figures available, compared with \$28,645 for adults with a high school diploma. High school dropouts earned an average of \$19,169 and those with advanced college degrees made an average of \$78,093.

University Center partnerships also provide the opportunity for area citizens to participate in master's and doctoral programs close to home.

Our partner institutions

- The University of Central Florida
- Barry University
- Bethune-Cookman University
- Embry-Riddle Aeronautical University
- Northcentral University
- Capella University

- Nova Southeastern University
- St. Petersburg College
- The University of Phoenix
- The University of Florida

Daytona State also is in negotiations with Florida State University, and continues to pursue other partner institutions as opportunities present themselves.

Daytona State College Campus Locations

Advanced Technology College 1770 Technology Blvd. Daytona Beach

The ATC is located on Williamson Boulevard near LPGA Boulevard in Daytona Beach. The facility includes occupational classrooms and lab areas with brand new, state-of-the-art equipment designed for each specific program. The campus also includes Internet and network connections, science labs, a multi-purpose room, a media center and open computer labs. The two-story classroom area surrounds an enclosed atrium that is the site of exhibits and gatherings. The ATC is designed to serve a wide variety of students. Community college students who seek additional technological training or degrees should apply as well as high school juniors and seniors in Volusia and Flagler counties.

Daytona Beach Campus 1200 West International Speedway Boulevard Daytona Beach

The Daytona Beach Campus is the largest of the institution's campuses and houses the College's primary administrative offices. Special features include the all new Mori Hosseini College of Hospitality Management, which also hosts our Southeast Museum of Photography, a branch campus of the Florida State University College of Medicine and a Theater Center which is home to some of the area's finest performing arts productions. It also boasts the new Daytona Advanced Technology Education Center (DATEC) which features state-of-the-art computer stations for the latest training in high-tech careers. Also located on this campus is the Lemerand Center, an outstanding education multiplex; Daytona State's Public Broadcasting System affiliate; a child care facility serving Daytona State student parents, staff and community members; The University Center at Daytona State, where students can earn a four-year baccalaureate degree in a variety of programs, including Daytona State's Bachelor of Applied Science in Supervision and Management degree.

DeLand Campus 1155 County Road 4139 DeLand

The DeLand Campus offers college credit courses which meet the general education requirements for the associate of arts degree and some associate of science degree programs as well as various certificate programs. The Bert Fish Building houses up-to-date facilities for dental assisting, dental hygiene, nursing, science labs and a multi-media learning center. Comprehensive student support services include: counseling, Student Disability Services, the Women's Center, career advisement, individual tutoring, a computerized learning/tutoring center and a foreign language laboratory.

Deltona Campus 2351 Providence Boulevard Deltona

The Deltona Campus is the result of the College recognizing a lack of access to quality postsecondary education and advanced training in the rapidly growing Deltona area, situated in the midst of the Florida High-Tech Corridor. A variety of Daytona State's business and industry training programs, as well as technology disciplines are housed at the Deltona facility. The first building features 42,000 square feet of space, including classrooms, computer labs, an incubator and administrative offices.

Flagler/Palm Coast Campus
3000 Palm Coast Parkway Southeast
Palm Coast

The Flagler/Palm Coast Campus offers college credit, college preparatory, adult basic education, general education development (GED) and English for Speakers of Other Languages (ESOL) courses. Students can also take the first year of the two-year Associate Degree Nursing Program and public school teacher certification courses. All general education requirements for the associate of arts degree and many requirements for the associate of science degree programs may be completed here. Facilities include a Nursing laboratory, two science laboratories, an academic support center, two computer laboratories, an amphitheater, and state-of-the-art "smart classrooms".

New Smyrna Beach-Edgewater Campus
940 Tenth Street
New Smyrna Beach

The New Smyrna Beach-Edgewater Campus offers college credit, college preparatory, continuing education, adult high school, adult basic education, general education development (GED) and English as a Second Language (ESL) courses. All general education requirements for the associate of arts degree and many requirements for associate of science degree programs may be completed at New Smyrna Beach-Edgewater Campus. The campus has expanded its nursing, health occupations, science, computer, engineering, public service and occupational programs. It also has two science laboratories, a nursing laboratory, a learning center and state-of-the-art "smart classrooms."

Advanced Technology College

1770 Technology Blvd.
Daytona Beach, Florida 32117
(386) 506-4100

Technology is changing the world. It's also changing education. Today many jobs require training in technology. That's why the [Advanced Technology College](http://www.advancedtechcollege.org) (ATC) was created. The ATC provides local residents with advanced technological training that meets the current and future needs of industry in the area. How do we know? We asked! What businesses in Volusia and Flagler counties told us became the foundation for the programs being offered at the ATC.

What does this mean for you? It means that your training is driven by the real needs of local employers – in other words, you're getting the skills that get jobs now! When you graduate, you'll be prepared for a job where applicants are in high demand.

The ATC is located on Williamson Boulevard near LPGA Boulevard in Daytona Beach. The facility includes occupational classrooms and lab areas with brand new, state-of-the-art equipment designed for each specific program. The newly constructed building also includes Internet and network connections, science labs, a multi-purpose room, a media center and open computer labs. The two-story classroom area surrounds an enclosed atrium that is the site of exhibits and gatherings. The ATC is designed to serve a wide variety of students. Community college students who seek additional technological training or degrees should apply as well as high school juniors and seniors in Volusia and Flagler counties.

Community college students will need to:

- Meet all standard requirements as specified in this catalog including CPT or TABE assessments if applicable
- Complete the necessary admissions application

High school students will need to:

- Apply through their home high school counselor who will inform them of the admission requirement and process.

The ATC is a public/private partnership. Daytona State College, the Volusia County School System and the Flagler County School System represent the public side of the project and are joined by the ATC Board of Directors, which is composed of business and community leaders who represent the private side of the project. The ATC is a member of the Volusia Flagler Career Connection Consortium and is supported by the business communities of Volusia and Flagler counties.

For more information on these programs and the ATC, call (386) 506-4100 or visit our Web site at www.advancedtechcollege.org.

Programs Offered at the ATC

Computer Technology

- Cable Installation
- Computer Information Administrator
- Computer Engineering Technology
- Computer Engineering Technology Cisco (CCNA)
- Computer Programming
- Computer Programming and Analysis

- Computer Specialist
- Computer Support Specialist (Computer Repair)
- Digital Media: Internet Design and Production Option
- Electronics Engineering Technology
- Information Technology Administration
- Information Technology Analysis
- Information Technology Management
- Information Technology Support Specialist
- Information Technology Technician
- Internet Services Technology
- Microcomputer Repairer/Installer
- Network Administrator
- Network Communications (LAN)
- Network Communications (WAN)
- Network System Developer
- Robotics and Simulation Technology
- Web Development Specialist
- Wireless Communications

Automotive Programs

- Automotive Collision Repair & Refinishing
- Automotive Service Management Technology

Construction, Manufacturing & Engineering

- Air Conditioning, Refrigeration and Heating Technology (Commercial)
- Architecture and Building Design Technology
- AutoCAD Foundations (Architectural)
- AutoCAD Foundations (Manufacturing)
- Drafting & Design Technology with Computer Aided Design
- Manufacturing Technology

Apprenticeships

- Electrical Non-Union
- Electrical Union
- Plumbing Union

Some programs will be held at the ATC as well as other Daytona State College campuses.

UCF Daytona Beach

Serving Volusia and Flagler counties, UCF Daytona Beach is a state-supported, upper-level campus enrolling junior, senior and graduate students. UCF opened a local facility in 1968, specifically to serve students in East Central Florida, who earn associate's degrees from Daytona State and transfer students who complete two years (60 semester hours) at other approved public or private colleges and universities.

UCF is a member of the State University System and fully accredited by the Southern Association of Colleges and Schools. In addition to regional accreditation agencies, a number of scientific, academic and professional bodies confer special accreditation to various UCF programs. UCF serves more than 46,000 students throughout Central Florida.

UCF Daytona Beach partners with Daytona State in support of Florida's 2+2 program. With 2+2, you can complete an associate's degree at Daytona State, and then continue at UCF Daytona Beach for the completion of your bachelor's degree. Whether you are a first-year student or a student ready to enter your junior year, the partnership between Daytona State and UCF makes accredited public education accessible.

[Programs at UCF Daytona Beach](#)

UCF has added new program offerings to the Daytona Beach campus. Students can complete the following undergraduate and graduate degree programs at UCF Daytona Beach.

Undergraduate

- [Applied Science](#)
- [Business Administration](#)
- [Criminal Justice](#)
- [Early Childhood Education](#)
- [Elementary Education](#)
- [Exceptional Student Education](#)
- [Interdisciplinary Studies](#)
- [Legal Studies](#)
- [Mathematics Education](#)
- [Nursing](#)
- [Photography](#)
- [Political Science](#)
- [Psychology](#)
- [Social Science Education](#)
- [Social Sciences](#)
- [Sociology](#)
- [Technical Education and Industry Training](#)

Graduate

- [Career and Technical Education](#)
- [Clinical Psychology](#)
- [Criminal Justice](#)
- [Educational Leadership](#)
- [Health Sciences: Health Services Administration](#)
- [Reading Education](#)
- [Social Work](#)

More about UCF Daytona Beach

UCF Daytona Beach operates in partnership with Daytona State and offers 15 undergraduate and eight graduate programs. The joint-use facility partnership allows for a 2+2 Program, designed to facilitate a seamless transition from Daytona State to UCF – all without the need to leave Volusia County.

Two years at Daytona State and two years at UCF = the 2+2 Program

The Daytona State /UCF 2+2 Program is simple:

Daytona State provides students opportunities to complete their freshman and sophomore-level classes and graduate with an A.A. or A.S. degree. Graduates with a minimum 2.0 cumulative GPA from Daytona State are then able to transfer with seamless and convenient access to upper-level study at UCF.

Advantages of the Daytona State /UCF 2+2 Program:

Convenient – UCF Daytona Beach offers fully accredited, high-quality programs right in your community. The 2+2 Program enables students to complete their four-year degree without leaving Volusia County. UCF advisors will help you design a plan that works best for your learning style, schedule and budget. Whether place-bound by work, family responsibilities or economic circumstances, enjoy access to professional advisors and staff and an increasing array of courses and programs

Quality – At UCF Daytona Beach you will work with faculty who are focused on teach and are recognized experts in their fields. You'll learn in small class sizes, often with fewer than 25 students, with all the personal attention possible in a small-college atmosphere along with the wide range of benefits of attending the seventh-largest university in the nation.

Value – Most UCF students travel short distances from their homes or work to attend classes in their communities. This saves on room, board and travel expenses.

Successful completion of the 2+2 Program opens the door to UCF graduate studies...also in your neighborhood. To view graduate program offerings at UCF Daytona Beach, visit www.ucfdaytona.com.

For more information, please contact:

UCF REGIONAL CAMPUSES
OFFICE OF ADMISSIONS
1200 W. International Speedway Boulevard, Building 140- Room 107
Daytona Beach, FL 32114

PHONE: 386-506-4021
Hours:
Monday – Thursday, 8 a.m. – 6 p.m.
Friday, 8 a.m. – 3 p.m.

For more on UCF Daytona Beach: www.ucfdaytona.com

COLLEGE OF BACCALAUREATE STUDIES AND MANAGEMENT PROGRAMS

Your Associate degree program prepared you to enter the job market at an entry-level or mid-level position. The BAS program will broaden your knowledge of applied management practices and put you on the path to career advancement.

BAS Program Mission Statement

To provide access for students to earn a quality baccalaureate education that aligns with the program goals to meet local business and industry management workforce needs. Students will broaden their knowledge in management skills, be creative thinkers in an applied business environment, practice behaviors in business that are centered in ethical and socially responsible relationships, and cultivate the entrepreneurial spirit that provides career choices and encourages life-long learning.

Contact: For information, call (386) 506-4BAS or email BASinfo@daytonastate.edu
Website: <http://www.daytonastate.edu/sbs/>

A Message from the Vice President of the College of Baccalaureate Studies and Management Programs

As the Vice President of Baccalaureate Studies and Management Programs, I welcome you and encourage you to apply to the Bachelor of Applied Science in Supervision and Management program. The program is accessible and affordable, and offers a quality education for our students. As graduates of our program, you will be empowered to improve the economic development of the business communities of Volusia and Flagler counties. Program goals include meeting the needs for skilled management employees. Students will broaden their knowledge in management skills and sharpen their decision making and critical thinking abilities through a relevant and practical learning experience.

Students will find this learning experience to be challenging and will be encouraged to be creative thinkers and practice management skills in an applied environment centered on ethical and socially responsible behaviors. They will learn to cultivate an entrepreneurial spirit that provides career choices and encourages life-long learning. Courses are taught by faculty with excellent academic credentials and employment experience in management. I invite you to take advantage of this opportunity to further your education in an environment that welcomes you!

I ask you to invest the time to consider your educational options, and make your next choice a lifetime of value by obtaining your bachelor's degree. Earning your bachelor's degree at Daytona State will inspire you, challenge you, and provide the foundation for you to achieve your career goals.

Thank you for taking the first step. The staff, faculty, and I look forward to helping you make a successful journey!

Sincerely,
Dr. Eileen Hamby

Program Overview

The Bachelor of Applied Science (BAS) in Supervision and Management program prepares individuals who already have skills in a technical area for supervisory and management roles and positions. Associate degree programs have prepared these individuals to enter the job market at entry-level or mid-level positions. Upper-level coursework in the BAS program broadens their knowledge in applied management practices and prepares them for supervisory and management opportunities within their technical field.

Concentrations are available within the degree program in the following areas:

1. Hospitality, Culinary, and Event Planning Management
2. Global Entrepreneurship
3. Health Services Administration
4. Accounting/Auditing

Please contact the program office for details.

Career Opportunities

Students graduating from Daytona State College's Supervision and Management program will be prepared to effectively lead and manage business operations within their technical field of interest. Specifically, the business community in Volusia and Flagler counties articulated the need for Daytona State College to produce individuals with bachelor's level supervisory and managerial skills to enhance the technical preparation provided by their associate degree programs. Earning your Daytona State bachelor's degree will provide the access needed for employees to advance their skills in the workplace for managerial career opportunities.

Supervision and Management Courses

The upper-division supervision and management courses provide students with a general, but comprehensive understanding of business enterprises and a command of practical management skills. The curriculum builds from the practitioner viewpoint to a thorough understanding of all facets of enterprise management as the student progresses. Many local businesses and industries were involved in developing curricula for workforce education programs. The results of curriculum development panels, composed of experts from a wide variety of occupations and professions, consistently indicate that supervisory and management skills are necessary for an increasingly broad spectrum of occupations. Students will discover that the BAS supervision and management courses are balanced with a theoretical foundation and a practical, applied methodology to allow students to meet learning outcomes.

Admission Requirements for the Bachelor of Applied Science in Supervision and Management Program

Applications are accepted year-round and students may start the program during any semester of the academic year. There is no application fee. Admission to the Bachelor of Applied Science (BAS) in Supervision and Management program is open to all applicants who meet the admission requirements.

Requirements for admission to the BAS program are:

1. Potential students must complete an application to the BAS in Supervision and Management program. Applications are available in the admissions office, the program office, and online at <http://www.daytonastate.edu/bachelor>.

2. Applicants for the BAS program must have earned an associate degree. Students with an Associate of Arts (AA) degree wishing to upgrade their career may be admitted to the program with the approval of the Chair of the BAS program. Those with AA degrees who have completed all core general education credits are required to complete 18 credits in an occupational/technical area, e.g., accounting technology, computer science, business, etc. (i.e., 60 AA credits plus 18 occupational/technical credits) in place of the additional general education core credits required of the AS/AAS graduate.
3. Applicants must have at least 60 college credit hours, including a minimum of 15 credit hours of transferable general education courses. Applicants must have received a grade of "C" or better in all core general education courses that transfer into the BAS program, and have earned an overall grade point average of 2.0 in the associate degree program courses.

Transfer Students

Daytona State College welcomes transfer students from other postsecondary institutions. Academic advising will be provided through the Bachelor of Applied Science program office (386-506-4227) to ensure that as many earned credit hours as possible will be applied toward their program of study at Daytona State .

Official transcripts from all postsecondary institutions attended must be received for evaluation by the Records Office at Daytona State . International students must have their transcripts evaluated by a recognized international evaluator such as Josef Silny and Associates, Inc. or World Education Services.

All transferable applicants must have received a grade of "C" or better in all core general education courses that transfer into the BAS program, and have earned an overall grade point average of 2.0 in the associate degree program courses. Students must complete at least twenty-five percent (30 credits) of their bachelor's degree courses at Daytona State.

Completion Requirements for the Bachelor of Applied Science Program

Requirements for graduation from the Bachelor of Applied Science (BAS) program are:

1. Students must successfully complete 120 hours of college-level credit courses in the degree program, including the lower division associate's degree, and the 42 hours of BAS in Supervision and Management coursework, which concludes with the Capstone course.
2. Students must successfully complete with a grade of "C" or higher 36 hours of general education in the areas of communications core, mathematics core, sciences core, humanities, cultural, and aesthetic core, behavioral and human (social) sciences core, health and wellness core, political, economic and business core, and historical and global core (according to the distribution or its equivalent, established by Daytona State for its Associate of Arts degree).
3. Students must maintain a cumulative GPA of at least a 2.0 on a 4.0 scale for all BAS in Supervision and Management courses, plus complete each BAS course with a grade of "C" or higher.
4. Students must complete the Florida foreign language requirement prior to the completion of the BAS program. The requirement may be met by two years of the same foreign language in high school or eight credits of the same foreign language in college.
5. Students must earn passing scores on the state of Florida College-Level Academic Skills Test (CLAST) or meet eligibility standards for CLAST alternatives. The CLAST measures college-level communications and math skills and is part of the state's overall effort to ensure students have acquired the skills expected in those areas.

Students must meet all other Daytona State graduation policies and deadlines.

Frequently Asked Questions

What is the definition of a Bachelor of Applied Science degree?

The Bachelor of Applied Science (BAS) is the designated degree for flexible baccalaureate programs that are designed to accommodate the unique demands for entry to and advancement in specific workforce sectors. BAS programs provide degree-completion opportunities for students from a variety of educational backgrounds, but primarily those with an associate degree or equivalent. BAS degree programs within the state of Florida conform to all articulation conventions (including common course prerequisites, CLAST, and common course numbering). BAS programs typically include capstone experiences that provide opportunities for students to demonstrate the application of acquired knowledge, skills and competencies.

What does the BAS program provide to associate degree graduates?

The BAS program builds on an occupational/technical program typically offered at community colleges. Associate degree programs traditionally consist of coursework specific to occupational or technical fields and may not transfer to conventional baccalaureate programs. However, general education course work (core courses) can be applied to the core requirements of many educational institutions. Associate degree graduates are invited to apply to the BAS program. Associate of Arts graduates who wish to upgrade their career also may apply. Additional coursework within an occupational/technical program of study (e.g., accounting technology, computer science, business, etc.) is required. This BAS degree allows for a seamless transition between the associate and bachelor's degrees.

In what major field of study does Daytona State's BAS program concentrate?

The College of Baccalaureate Studies and Management Programs has developed concentrations in the following areas:

1. Hospitality, Culinary, and Event Planning Management
2. Accounting/Auditing
3. Health Services Administration
4. Global Entrepreneurship

Please call the program office for details at (386) 506-4227

What will the BAS degree provide for me in the workplace or on the job?

Many jobs today require a four-year degree; therefore, the bachelor's degree often can provide more employment opportunities and higher compensation for graduates. The BAS program concentrates on skills that are required to be an effective supervisor or manager. These skills include human resource management, leadership, organizational behavior, strategic management, customer relations, and operational decision making.

Can I attend either as a part-time or full-time student?

Yes. To accommodate varying work schedules, BAS courses are offered during the evening and on weekends.

Are online, half and half, or hybrid courses available?

Yes. Please see the [online schedule](#) for available course offerings. Online courses require 100 percent of class time through the Internet. Hybrid web-enhanced courses require 25 percent face-to-face class time in a traditional classroom setting and 75 percent of class time through the Internet. Half/Half web-enhanced courses require 50 percent class time in a face-to-face traditional classroom setting and 50 percent of class time through the Internet. In addition, many of the BAS courses are offered in an eight-week format.

Bachelor of Applied Science in Supervision and Management program course descriptions

GEB 3213	Business Writing	3 sem. hrs.
-----------------	-------------------------	--------------------

This course emphasizes the basics of business writing while reviewing the various kinds of written business correspondence. Students are expected to integrate business decision making and analytical thinking skills into the content. Students must be able to determine solutions to problem-based exercises. PR: ENC 1101 or Equivalent; Junior status or permission of the chair is required. (This course number was formerly GEB 3212).

ACG 3024	Accounting for Non-financial Majors	3 sem. hrs.
-----------------	--	--------------------

This course addresses the use of accounting information by non-financial managers. Emphasis is placed on the interpretation of accounting information and the language of financial accounting to effectively participate in activities such as planning, investment, control, and managerial decision making. PR: MAC1105 or Equivalent; Junior status or permission of the chair is required.

BUL 3130	Legal, Ethical, and Social Aspects of Business	3 sem. hrs.
-----------------	---	--------------------

This course explores the nature of legal, ethical, and societal environments of business. Emphasis is placed on business's social, legal, political, and ethical responsibilities to both external and internal groups in business. Topics include corporate social responsibility, legal, political and ethical aspects of business, state and federal laws, contracts, intellectual property, employment law, product liability, safety issues, and environmental regulation. PR: Junior status or permission of the chair is required.

MAN 3240	Organizational Behavior	3 sem. hrs.
-----------------	--------------------------------	--------------------

This course is a study of individual and group behavior in organizations. Students will develop an understanding of how organizations can be managed more effectively. Course content includes motivation, group dynamics, conflict resolution, goal setting and rewards, job design, work stress, power/politics, and organizational change and development. PR: Junior status or permission of the chair is required.

MAN 3353	Management Theory and Practices	3 sem. hrs.
-----------------	--	--------------------

This course examines management theory, relevant applications and cases, self-management, teamwork, global awareness, and communication for the development of management competencies. PR: Junior status or permission of the chair is required.

MAN 4162	Customer Relations for Managers	3 sem. hrs.
-----------------	--	--------------------

This course examines relationship building for all customers of an organization. The impact of culture and diversity on business relationships, successful negotiation strategies, and promotion of the organization through media relations are discussed. PR: Junior status or permission of the chair is required.

MAN 4301	Human Resource Management	3 sem. hrs.
-----------------	----------------------------------	--------------------

This course is a study of the functions of human resource management including recruitment, selection, benefits and compensation, performance evaluation, development of employees, and formulation of human resource procedures. The strategic role of human resources and current issues will be discussed. PR: Junior status or permission of the chair is required.

GEB 4891	Strategic Management and Decision Making	4 sem. hrs.
-----------------	---	--------------------

This course emphasizes strategic planning and strategy implementation in an organization. Students learn how to perform internal and external audits, identify problems, formulate goals and objectives, develop action plans, and evaluate the effectiveness of the outcome of the plan. Case studies are used to promote decision-making abilities. PR: Senior status or permission of the chair is required.

MAN 4120 Leadership Challenges and Supervision 3 sem. hrs.

Discussion and application of leadership theories include skill formation to develop leadership abilities. Team building skills are emphasized to enhance leadership effectiveness. Students learn the importance of visioning in their organizations. PR: Senior status or permission of the chair is required.

ISM 4011 Introduction to Mgmt Information Systems 4 sem. hrs.

This course provides an introduction to the use of information technology in the business environment. The language, concepts, structures, and processes involved in the management of information systems will be discussed. The course will have an applications component where software will be used to support managerial decision making. PR: CGS 2100 or equivalent. Senior status or permission of the chair is required.

MAN 4504 Operational Decision Making 3 sem. Hrs.

This course focuses on operational decision making management techniques to improve the processes and productivity in organizations. Discussion of quality and outcomes, efficiency, forecasting, work-flow processes, inventory control, design of goods and services, waiting lines, and critical path. Managing a project from beginning to end, including how to identify needs, and define, assign, and track items, is addressed. PR: Senior status or permission of the chair is required.

GEB 4930 Selected Topics in Management 3 sem. hrs.

Current topics, issues, and trends pertinent to supervisors and managers are discussed. PR: Senior status or permission of the chair is required.

MAN 4900 Capstone Project in Supervision & Management 4 sem. hrs.

This course focuses on the integration of knowledge, skills, and abilities learned in the program through a capstone project. PR: Senior status or permission of the chair. To be taken during the last semester of the program.

Bachelor of Applied Science in Supervision and Management Program of Study - Code 6000

The Bachelor of Applied Science (BAS) program uses a 2+2 model requiring the completion of an associate's degree for entry into the program. The degree components are below. For concentrations, please contact the program office.

BAS in Supervision and Management Degree Components	
Associate Degree Program of Study Credit (see admission requirements)	42 Sem. Hrs.
General Education Core Requirements Credit	36 Sem. Hrs.
BAS Program of Study Credit	42 Sem. Hrs.
TOTAL:	120 Sem. Hrs.

Supervision and Management Courses		
GEB 3212	Business Writing	3 Sem. Hrs.
MAN 3240	Organizational Behavior	3 Sem. Hrs.
MAN 3353	Management Theory and Practices	3 Sem. Hrs.
BUL 3130	Legal, Ethical, and Social Aspects of Business	3 Sem. Hrs.
MAN 4162	Customer Relations for Managers	3 Sem. Hrs.
ACG 3024	Accounting for Non-Financial Majors	3 Sem. Hrs.
MAN 4301	Human Resource Management	3 Sem. Hrs.
ISM 4011	Introduction to Management Information Systems	4 Sem. Hrs.
MAN 4504	Operational Decision Making	3 Sem. Hrs.
MAN 4120	Leadership Challenges and Supervision	3 Sem. Hrs.
GEB 4891	Strategic Management and Decision Making	4 Sem. Hrs.
GEB 4930	Selected Topics in Management	3 Sem. Hrs.
MAN 4900	Capstone Project in Supervision and Management	4 Sem. Hrs.

SAMPLE COURSE SEQUENCE PLAN

First Semester		Sem Hrs.	Prerequisites
GEB 3212	Business Writing	3	ENC 1101 or equivalent, Junior status or permission of the chair
MAN 3240	Organizational Behavior	3	Junior status or permission of the chair
MAN 3353	Management Theory and Practices	3	Junior status or permission of the chair
XXXXXX	General Education Core	3	
XXXXXX	General Education Core	3	
Semester Credit Hours		15	
Second Semester			
BUL 3130	Legal, Ethical, and Social Aspects of Business	3	Junior status or permission of the chair
MAN 4162	Customer Relations for Managers	3	Junior status or permission of the chair
XXXXXX	General Education Core	3	
XXXXXX	General Education Core	3	
Semester Credit Hours		12	

Third Semester		
ACG 3024	Accounting for Non-Financial Majors	3 MAC 1105 or equivalent, Junior status or permission of the chair
MAN 4301	Human Resource Management	3 Junior status or permission of the chair
ISM 4011	Introduction to Mgmt Information Systems	4 CGS 2100 or equivalent; Senior status or permission of the chair
XXXXXX	General Education Core	3
XXXXXX	General Education Core	3
Semester Credit Hours		16
Fourth Semester		
MAN 4504	Operational Decision Making	3 Senior status or permission of the chair
MAN 4120	Leadership Challenges and Supervision	3 Senior status or permission of the chair
GEB 4891	Strategic Management & Decision Making	4 Senior status or permission of the chair
GEB 4930	Selected Topics in Management	3 Senior status or permission of the chair
Semester Credit Hours		13
Fifth Semester		
MAN 4900	Capstone Project in Supervision & Mgmt	4 Senior status or permission of the chair
Semester Credit Hours		4
Total Semester Credit Hours		60

General Education Core – The state-mandated 36 hours of general education (Communications-9 sch; Math-6 sch; Science-6 sch; Humanities-3 sch; Behavioral and Human (Social) Science-3 sch; Health & Wellness-3 sch; Political, Economic & Business-3 sch; Historical and Global-3 sch.

Typically, students from A.S. or A.A.S. degree programs transfer 15-18 credits of General Education Core. A.A. graduates will typically transfer the total 36 general education core requirements into the BAS program. A.A. graduates will also require 18 hours of lower division credit in an occupational/ technical area, e.g., accounting technology, computer science, business, etc., in lieu of the additional general education required of the A.S./A.A.S. student.

ADMISSION, ACADEMIC ADVISING AND REGISTRATION

General Admission Requirements for Associate Degrees and Certificate Programs

Daytona State College has an open-door policy, which gives all students the opportunity to pursue an education beyond high school. Admission to the College is granted to applicants who have a Florida standard high school diploma, a GED diploma or to home school graduates. Applicants from private schools and high schools from states other than Florida will be considered in accordance with current state statute if their diploma is recognized as equivalent to a Florida standard high school diploma. Applications are accepted year-round.

For any questions regarding admission to the College, please call (386) 506-3059. Admissions applications are available online at www.daytonastate.edu.

Students with a Certificate of Completion or Special Diploma, or without a high school diploma may be admitted to the following certificate programs:

- Automotive Collision Repair and Refinishing *
- Computer Support Specialist (Computer Repair) *
- Cosmetology *
- Nails Specialty
- Nurse Aide and Orderly
- Patient Care Assistant

* Students may be eligible for financial aid with successful achievement of minimum assessment scores or financial aid guidelines and program eligibility.

- Students with a Certificate of Completion-CPT Eligible can pursue any available degree offering with the exception of limited access programs. If you desire to apply for Financial Aid you will be required to take the Ability to Benefit test and meet minimum score requirements for aid consideration.

Admission Requirements for the Bachelor of Applied Science in Supervision and Management Program

Applications are accepted year-round and students may start the program during any semester of the academic year. There is no application fee. Admission to the Bachelor of Applied Science (BAS) in Supervision and Management program is open to all applicants who meet the admission requirements.

Requirements for admission to the BAS program are:

1. Applicants must complete an application to the BAS in Supervision and Management program. Applications are available in the admissions office, the program office, and online at <http://www.daytonastate.edu/bachelor>.
2. Applicants for the BAS program must have earned an associate degree. Students with an Associate of Arts (AA) degree may be admitted to the program with the approval of the Chair of the BAS program. Those with AA degrees who have completed all core general education credits are required to complete 18 credits in an occupational/technical area, e.g., accounting technology, computer science, business, etc. (i.e., 60 AA credits plus 18 occupational/technical credits) in place of the additional general education core credits required of the AS/AAS graduate.
3. Applicants must have at least 60 college credit hours, including a minimum of 15 credit hours of transferable general education courses. Applicants must have received a grade of "C" or better in all core general education courses that transfer into the BAS program, and have earned an overall grade point average of 2.0 in the associate degree program courses.

Admission Requirements for Adult Education

Applications are accepted year-round. Daytona State offers the following programs under its Adult Education department:

1. Adult Basic Education (ABE) & Adult High School
2. English as a Second Language (ESL)
3. General Education Development (GED)

Adult Education applicants must be 16 years of age and submit the following documents:

For ESL:

1. Application
2. Documentation of US Citizenship
3. Permanent Resident/Resident Alien or Approved Visa type

For Adult High School and GED:

1. Application
2. Social Security Card
3. Picture identification from Florida State Department of Motor Vehicles or Student ID
4. Official withdrawal form (Volusia County only)
5. Official transcripts from last high school attended (For Adult High School only).

For additional information, please call (386) 506-3059.

Enrollment Process Checklist for all associate degrees and certificate programs

Follow these steps in the sequence provided to ensure the best possible service:

1. **Submit an admission application which is available online at** <http://www.daytonastate.edu> - Daytona State requires final official copies of your high school transcripts, indicating the completion of a standard high school diploma, or GED scores and, if applicable, final official college transcripts from all educational institutions previously attended. Transcript request cards are available at all Daytona State campuses. Home school students are required to submit official transcripts and complete a home school verification statement.
2. **Complete a financial aid application** - Financial aid is available to meet educational expenses for eligible students enrolled in qualified programs. This aid is provided through the federal government, state government, directly from Daytona State or through private sources and may consist of grants, scholarships, loans or work. You may complete the FAFSA online at <http://www.fafsa.ed.gov/>. If you need Financial Aid, you should contact that office at least six weeks prior to registering for classes. *If you need more information about the cost of attending or where to look for scholarship money, you may contact the Office of Student Financial Services at (386) 506-3013.*
3. **Complete placement requirements** - Fulfill your placement requirements by taking the CPT for degree programs and TABE for certificate programs. If you have previous course work or have taken the SAT /ACT/AP, make sure to submit official copies to the Admissions Office and bring an unofficial copy with you to Academic Advising.
4. **Meet with an academic advisor** - Talk with an academic advisor to interpret your placement test scores and discuss program requirements. We recommend talking with an advisor prior to registering for the first time. Students are also encouraged to register with Career Services at this time.
5. **Complete orientation online at** <http://www.daytonastate.edu> - Complete the Orientation requirement via the convenient online version at <http://www.daytonastate.edu> – under FalconNet Online Services (requires Student ID # and PIN number).
6. **Complete registration online at** <http://www.daytonastate.edu> - Search for your classes by using the class Search Courses link on <http://www.daytonastate.edu>. You have the option of registering online – under FalconNet Online Services (requires Login and PIN number) – or registering on campus at the Falcon Center. Remember to print your Schedule and Fee Statement to review your bill due date after registering.
7. **Pay for classes** - Pay for your classes either in person or online. REMEMBER – you are not officially registered until you have paid in full. You have the option of paying online – under FalconNet Online Services (requires Student ID # and PIN number).
8. **Obtain student I.D. and parking decal** - Check the Campus Safety pages for information on how to obtain a [student I.D.](#) and a [parking decal](#).

Bachelor of Applied Science Enrollment Checklist

This enrollment checklist is specific to the School of Baccalaureate Studies (BAS) program. Please note that admission to the BAS program requires permission of the Vice President of the College of Baccalaureate Studies and Management Programs. The BAS program takes pride in our student focus and in ensuring that BAS staff and faculty develop a relationship with each student. This student-friendly focus means we meet face-to-face with each student for advising, counseling and provide several social events throughout the year.

1. **Submit an admission application** - We recommend that you submit your BAS Admissions Application prior to your appointment with the BAS counselor. You may submit an application online. If you are not a Daytona State graduate, please submit final official college transcripts from all educational institutions previously attended for review. Transcript request cards are available at all Daytona State campuses. Admissions decisions are made on a year round basis.
2. **Meet with a BAS counselor** - Make an appointment with a BAS counselor to discuss your specific educational situation, program requirements, your goals, and course selection. Students are also encouraged to register with Career Services at this time.
3. Appointments times are available throughout the week.
Call (386) 506-4227 or email basinfo@DaytonaState.edu to schedule an appointment.
4. **Complete a financial aid application** - Financial aid is available to meet educational expenses for eligible students enrolled in qualified programs. This aid is provided through the federal government, state government, directly from Daytona State or through private sources and may consist of grants, scholarships, loans or work. You may complete the FAFSA online at <http://www.fafsa.ed.gov/>. If you need Financial Aid, you should contact that office at least six weeks prior to registering for classes. *If you need more information about the cost of attending or where to look for scholarship money, you may contact the Office of Student Financial Services at (386) 506-3013.*
5. **Set up FalconMail Account** - Once admitted, you may set up your free [FalconMail](#) account. The Dean and BAS instructors use FalconMail exclusively to ensure you receive important information regarding registration, class updates and more.
6. **Complete [online orientation](#)** - All new and readmitted students are required to complete the online Daytona State Orientation program.
7. **Pay for classes** - Pay for your classes either in person or online. REMEMBER – you are not officially registered until you have paid in full. You have the option of paying online – under FalconNet Online Services (requires Login and PIN number).
8. **Obtain student I.D. and parking decal** - Check the Campus Safety pages for information on how to obtain a [student I.D.](#) and a [parking decal](#).
9. **Attend BAS Orientation** - The Vice President conducts an in-person student orientation near the beginning of each term. Check the [student orientation](#) page for details.

Application Dates

Admission to Daytona State may be granted during any semester; however, specific programs may restrict entry to certain times. Applications are processed year round. Due to limited space in some classes and programs, we strongly encourage you to complete the admission process as soon as possible. Registration begins in April for fall semester classes; November for spring semester classes; and March for summer classes. International students should contact the Admissions Office at least three to six months in advance of their initial enrollment.

Fees

There is no charge to apply for admission to Daytona State, except for international students who are assessed a \$50 non-refundable application fee. The College does charge a one-time, non-refundable \$20 assessment fee to all students, including international students, at the time of initial enrollment.

Transcripts

Acceptance to Daytona State College is contingent on the receipt of final official copies of your high school transcripts, indicating the receipt of a standard high school diploma, or GED scores, and if applicable, final official transcripts from all colleges and educational institutions previously attended. Transcript request cards are available at all Daytona State campuses. Home school students are required to submit official transcripts and complete a home school verification statement.

Students are given a one semester grace period to submit official transcripts of the documents mentioned above. A "Hold" is placed on the student's record preventing future registration until transcripts are received.

Florida Residency for Tuition Purposes

Daytona State's fees and tuition are based upon your status as a legal permanent Florida resident. Daytona State is required to follow the Florida state guidelines regarding residency for tuition purposes. A Florida resident for tuition purposes, or if a dependent child, his/her parent(s), must have established and maintained a legal residence in the state of Florida for at least 12 consecutive months immediately prior to the first day of classes. The applicant must state that his/her length of residence, or if a dependent child, his/her parent(s) length of residence, was for the purpose of maintaining a bona fide domicile and not for the purpose of maintaining a temporary residence for tuition purposes. A dependent child whose parents are divorced or separated may qualify as a resident for tuition purposes if either parent is a legal resident of Florida regardless of which parent claims the child as a dependent for federal income tax purposes. A dependent child living with an adult relative other than his/her parent(s) may qualify as a Florida resident for tuition purposes if the adult relative has maintained a legal residence in the state of Florida for 12 consecutive months prior to the first day of classes and the dependent child has lived with the relative for five years immediately preceding residency classification and has been claimed by that relative as a "dependent" under the Federal Income Tax Codes.

The following categories will be considered as Florida residents for tuition purposes:

- Active duty members of the armed forces stationed in Florida, or whose home of record is in Florida, and their dependents.
- Full-time instructional and administrative personnel employed by a public educational institution and their dependents.
- Qualified beneficiaries under the Florida Pre-Paid Postsecondary Expense Program.
- In addition the following nonimmigrant categories are eligible to establish Florida residency: A, E, G, H-1, H-4, I, K, L, N, O-1, O-3, R, and NATO I-7.
- Others as permitted by state statute or rule.

In determining a Florida resident for tuition purposes, the burden of proof rests with the applicant. As a student, you will be asked to submit at least two of the following forms of documentation for yourself, your parent(s) or the qualifying person:

- A copy of a Florida driver's license, voter's registration or vehicle registration.
- Proof of continuous physical presence in Florida for the 12 months immediately preceding the first day of classes.
- A copy of your parent's current income tax statement showing non-dependency, if you are under the age of 24.
- Substantial evidence verifying your intent to move to Florida was to establish permanent residence and NOT just to attend college.
- Proof of being self-supporting for the 12 months immediately preceding the first day of classes.
- Any other documentation required to support Florida residency for tuition purposes claim.

Any student who seeks reclassification as a Florida resident must complete and submit the Residency Affidavit. Continuous full-time enrollment at Daytona State College or any college during your qualifying period may make you ineligible for reclassification for in-state tuition. Please consult with an Admissions Advisor for possible exceptions. All residency reclassification documentation must be submitted no later than the first day of classes for the term in which reclassification is sought. Any question about this procedure or filing an appeal should be directed to the Admissions Office on the Daytona Beach Campus, at (386) 506-3059.

Readmission to Daytona State College

Students who previously attended Daytona State need to:

- Complete a readmission application in the Admissions Office on your campus if you were not enrolled during the last two major semesters (fall, spring);
- Contact the Admissions Office on your campus to update your application if you were admitted to the College but did not register for courses. Applications for students who applied but did not register are maintained for three years. If you applied prior to that, a new application is required;
- Fulfill assessment requirements. A placement test in Assessment Services on your campus may be required unless one of the following conditions exist: successful completion (C or better) of ENC 1101 and MAT 1033; current (within two years) SAT, ACT or CPT (College Placement Test) test scores for College credit programs; or current TABE (Test of Adult Basic Education) for vocational programs.
- Complete online Orientation.

Transfer Students

Students who have attended other colleges and postsecondary institutions must meet the same admissions requirements as new students. Students must request official transcripts from each postsecondary institution attended. The official transcript must be submitted directly to the Admissions Office. Transcripts received from students will not be considered official unless they are in a sealed envelope from the issuing institution. Once the student's transfer credit evaluation is completed, an email is sent to the FalconMail address and the transfer credit summary report will be available online at <http://www.daytonastate.edu> .

If official transcripts have not been received or the evaluation is not complete at the time of registration, a student should bring an unofficial transcript when meeting with an advisor for scheduling purposes. Transfer students who have met Daytona State equivalents for ENC 1101 (College Composition) and MAT 1033 (Intermediate Algebra) or higher are not required to take the college placement examinations.

TRANSFER CREDITS FROM NON-REGIONALLY ACCREDITED INSTITUTIONS

Credits from non-regionally accredited institutions are evaluated on a course-by-course basis by departmental review. Supporting documentation is required to validate the transfer of courses to insure they are academically equivalent to courses offered at Daytona State College, including equivalency of faculty credentials. The student must submit an official transcript to the Admissions Office and the documentation for credit to be considered. Contact the Records Office for further information.

Transient Students from Other Institutions

Students currently enrolled in college degree programs at other regionally accredited institutions must meet the following requirements if they want to take courses at Daytona State and have them transfer back to their primary institution.

- The student attending Florida public Colleges or Universities should complete the Transient Student Form available on line via www.facts.org.
- The student attending a private college or out of state public colleges or universities must complete the admissions application available at the Daytona State home page.
- Submit a letter or Transient Student Form from your institution, academic dean or department chairperson to the Registration Office authorizing you to enroll at Daytona State. If you are meeting with an advisor to assist you with course selection, make sure to share this form with him/her for verification of eligibility to enroll in the courses you plan to take.
- Assume responsibility for selecting the appropriate courses that meet your educational objectives and that your institution will accept toward your program of study.

Transient Student Forms

Students currently enrolled in college degree/certificate programs at Daytona State must meet the following requirements if they want to take courses at other regionally accredited institutions and have them transfer back to Daytona State.

- Complete the Transient Student Form request available on line via www.facts.org.
- Submit a Transient Student Form and have it approved by the Records Office. If applicable, the student must have the approval of the associate of science/certificate program chairperson before credits will be accepted. Daytona State is not responsible for the acceptance of any credit other than the credits approved by Daytona State.
- Students must be in good standing, academically and financially, with a cumulative Daytona State GPA of 2.0 or better.
- The student must provide the Record's Office with a course description for each transient course requested. This must accompany the Transient Student Form.
- The student must have successfully completed the appropriate pre-requisite(s) for each transient course requested.
- All courses taken as a transient must be applicable to the student's program of study at Daytona State.
- The student receiving Veteran's Benefits must obtain approval from the Veteran's Affairs Office.
- A student wishing to receive financial aid, while taking courses at another college as a transient student, needs to complete a Consortium agreement indicating the course name, credits and cost signed by the other college and presented to the Daytona State Office of Financial Aid.
- All hours taken as a transient will be recorded on the Daytona State transcript and will be computed in the GPA along with the credits earned at Daytona State.
- It is the student's responsibility to furnish the Office of Admissions with an official transcript upon completion of approved coursework.

- All tuition and fees at the other college are to be paid directly to that college.

Special Credit Students

Students may take courses even if they do not intend to earn a college degree or certificate from Daytona State College. A special credit (non-matriculated) student is one who enrolls in courses to upgrade career skills; takes courses for personal enrichment; or enrolls in courses for the purpose of transferring to another institution. Special Credit students must meet all course placement and prerequisite requirements.

Special credit students are limited to a total of 15 credits, after which they must declare a major. If a student has already received an associate of arts degree issued in the state of Florida, or a bachelor's degree, the 15 credit limit is not applicable. Students are required to provide transcripts to document degrees earned and to have placement tests waived and prerequisites documented. Special credit students are not eligible to receive financial aid.

Teacher Certification/Recertification Preparation

Teachers and public school employees who want to take courses for teacher certification or recertification must complete the admission application. In addition, applicants must:

- Contact the certification specialist in their county educational system for additional information and approval of courses before they register.
- Submit a copy of teaching certificate, in lieu of transcripts, to have the placement test waived.
- Submit a tuition waiver form if your county educational system will be paying for the classes.

International Students

Daytona State welcomes international students. The Admissions Office should be contacted three to six months prior to anticipated enrollment to obtain an international student admissions packet. The packet contains the required information for admission to Daytona State and should be submitted at least 90 days before the start of each term. Any application submitted less than 30 days prior to the start of a term will be deferred to the following term.

The following official records are required to support your application for admission to Daytona State:

1. Completed Daytona State admission application including a \$50 non-refundable application fee.
2. A letter of support or financial guarantee from sponsoring person or agency and official verification of funds from a financial institution.
3. Official high school transcripts or secondary school records. Translations from a recognized evaluation service may be required.
4. Official copy of the international or institutional version of the Test of English as a Foreign Language (TOEFL). A minimum of 500 (written) or 173 (computerized) or 61 (internet based) is required for admission to Daytona State. (Scores are valid for two years and must be sent directly from TOEFL Testing Center. School code: 5159).
5. Official transcripts from other U.S. colleges or universities previously attended. If the student is transferring from a U.S. institution, an International Student Clearance form is required. This form must be completed by the institution from which the student is transferring and not by the student.
6. Official transcripts from foreign colleges/universities previously attended. A recognized evaluation service must evaluate these transcripts. Also, submit translated course syllabi for all classes completed that apply to your degree/certificate.
7. Proof of health and accident insurance coverage or purchase Daytona State group insurance at the time of registration.

After the admission requirements are met:

- Daytona State will mail you the I-20 eligibility form attached to your admissions letter. Pay the SEVIS fee at www.fmjfee.com prior to attending the American Consulate.
- Follow the instructions on the admissions letter to complete the online F-1 orientation on immigration regulations.
- Take the I-20 eligibility form to the American Consulate in your native country and apply for a student visa.
- Travel to Daytona State at least one month before classes start to complete the registration process for the best selection of class availability.
- Report to the International Student Advisor on the Daytona Beach Campus.
- Take the placement test in Assessment Services.
- Speak with an academic advisor and register for classes.

******International students must maintain full-time status (12 credits or greater) regardless of program requirements. Exceptions may apply to last semester of enrollment or by permit only for special circumstances. For more information, please contact the International Student Advisor.

Dual Enrollment

Dual Enrollment is an acceleration mechanism that provides students in a Florida public or private high school or in a home school program an educational option to simultaneously earn college credit toward the associate of arts degree, associate of applied science degree, associate of science degree or vocational credit toward a certificate program and credit toward requirements for a high school diploma. Students are exempt from the payment of registration, tuition, and laboratory fees.

Students must meet eligibility criteria to participate in Dual Enrollment which includes:

- Required minimum high school GPA as specified in Florida Statute (1007.271 F.S.);
- Completing the required assessment tests (CPT, SAT/ACT, or TABE);
- Adherence to all College policies and procedures (including registration deadlines), with the understanding that course work will appear on a Daytona State official transcript and will be counted toward college level programs, GPA, and transfer. It is the responsibility of the student to withdraw if necessary by the published deadline.

Public and private high school students should first contact their guidance counselor at their respective high school. After verification of eligibility, the student brings the Dual Enrollment Approval Form received from the high school counselor to the College Admissions Office. Home schooled students begin the process at the College Admissions Office.

Assessment Services

Assessment Services provides information, registration and administration of a wide range of tests, as well as the Assessment of Prior Learning Experience (APLE) program. *Please note that assessment is mandatory for first-semester students.* Students can register for and take the following assessments at Daytona State:

- Daytona State placement tests – CPT, TABE, NET, LOEP, CASAS, CJBAT, MAPP
- CLAST (College Level Academic Skills Test)
- APLE (Assessment of Prior Learning Experience) exams
- CLEP (College Level Exam Program) exams
- FCAT (Florida Comprehensive Assessment Test)
- IT Certification Exams
- GED (General Education Development) exam

Placement Tests

All new students admitted to a degree or certificate program are required to take a placement test unless they meet one of the exemptions listed below. The results will help with your placement into appropriate courses to ensure your academic success. Placement instruments are not used for admission to the college; although, they may be used as a guide for admission to certain limited access programs. There are two types of assessment instruments for general admission to the college: the College Placement Test (CPT) and the Test of Adult Basic Education (TABE). Both measure reading, math and language skills. The placement test for degree programs (AA, AAS, AS and BAS) and the business or computer related college credit certificates is the College Placement Test. The placement test for vocational certificate programs and the EMT and Paramedic certificate programs is the Test of Adult Basic Education.

All placement tests and tests used for exemption to the placement tests are valid for 2 years.

Exemptions to the Placement Test

College Placement Test (CPT) – Students do not need to take the related portions of the test if the following conditions are met:

- SAT scores of 440 or above on verbal or 440 or above on math for placement into Intermediate Algebra (MAT 1033) or 500 or above on math for placement into College Algebra (MAC 1105)
- ACT scores of 18 or above on the reading or 17 or above on English or 19 or above on math for placement into Intermediate Algebra (MAT 1033) or 21 or above on math for placement into College Algebra (MAC 1105)
- Proof of successful completion of the equivalent of ENC 1101 (College Composition) or MAT 1033 (Intermediate Algebra)

Test of Adult Basic Education (TABE) – Students do not need to take the related portions of the test if the following conditions are met:

- SAT scores of 440 or above on verbal or 440 or above on math
- ACT scores of 18 or above on the reading or 17 or above on English or 19 or above on math
- CPT scores of 83 or above on the reading or 83 or above on the sentence skills or 72 or above on the elementary algebra
- Student has passed or is exempt from the CLAST exam
- The student has an Associate in Applied Science degree or higher.

Limited Access Programs

The following limited access programs are determined by demand, available classroom space, state licensure requirements and/or related criteria. A separate application must be submitted for admission to these programs. Please check with the program chairperson for details and applications.

- Correctional Officer Recruit Training
- Correctional Probation Officer Academy
- Criminal Justice Technology Bridge
- Dental Assisting
- Dental Hygiene
- Emergency Medical Services
- Emergency Medical Technician
- Fire Apparatus Operator
- Fire Fighter II
- Health Information Management
- Law Enforcement Recruit Training
- Massage Therapy
- Medical Assisting
- Medical Coder / Biller for the Physician's Office
- Medical Lab Technician
- Nursing (Associate Degree)
- Occupational Therapy Assistant
- Paramedic
- Physical Therapist Assistant
- Practical Nursing
- Public Safety Telecommunications
- Radiography
- Respiratory Care
- Surgical Technology

****International students must maintain full-time status (12 credits or greater) regardless of program requirements. Exceptions may apply to last semester of enrollment.**

Limited Access Programs Placement Test

Certain limited access programs require additional tests for admission to those programs. These include:

Nurse Entrance Test (NET) – The Nursing Associate Degree and the Practical Nursing vocational certificate programs require successful completion of the Nurse Entrance Test (NET) prior to admission to the program. NET scores are valid for 3 years. Contact Assessment Services on any campus for testing schedules and test fee information.

Basic Abilities Tests – The Law Enforcement Recruit Training and Correctional Officer Recruit Training programs require successful completion of a Basic Abilities Test prior to admission to the program. The state of Florida has approved the Criminal Justice Basic Abilities Test (CJ-BAT) and Daytona State offers the CJ-BAT for entry into the Law Enforcement and Correctional Officer Recruit Training programs. CJBAT scores are valid for 2 years. Contact Assessment Services on the Daytona Beach Campus for testing schedules and fee information.

FalconNet Online Student Services

[FalconNet](#) is a convenient, secure way to access the information and transactions you need around the clock. FalconNet is available from any computer with Internet access (home, work, public libraries or computers on each Daytona State College campus). Privacy is of the utmost importance to us. Your educational records are protected by FERPA. You can learn more about FERPA and other consumer information in the Records and Registration section of the Daytona State web. **Based on FERPA, only you can request or access your student records. They cannot be discussed via e-mail or over the telephone.** You may use all or only selected online services that we offer. Each of the current services accessible from one page, FalconNet, is described below.

LOGIN and PIN Numbers – Before you can access FalconNet you will need your Student ID number (or Social Security Number) and your Personal Identification Number (PIN). Your Student ID and PIN are the gateway to FalconNet. **The first time you access FalconNet your PIN is set as your 6-digit birth date.** You will be required to update to a new PIN number (for your security) and to enter a hint question. It is important to keep a record of your PIN and hint question to access FalconNet again in the future. You can save yourself the inconvenience of losing access by maintaining a record of your PIN. The hint question will appear if you forget your PIN and attempt to change it. Answering the question will reset your PIN to your birth date and you will be required again to change it. Any other PIN number changes require a signed request to the Records & Registration Office. This request must include your name, Student ID number and your signature. You may fax the request to (386) 506-4489. Requests will be processed the same business day they are received. You may also come to the Question and Answer Center or Falcon Center at any campus and show identification to reset your PIN number.

Student privacy laws prevent us from changing PIN numbers based on a telephone or e-mail request.

Browse College Catalog – You can view and print the most current version of the Daytona State College Catalog.

Course Availability – You can search the class schedule, looking for open classes that meet your personal scheduling needs. Using the Advanced Search feature you can search for classes offered by subsession, on a specific campus, or for 100% online classes, as well as other criteria.

Orientation – Orientation is an important step to being enrolled and is required of all new and readmitted students. It is geared towards preparing you to be as successful as possible while you are here. It covers schedule planning, important departments to be aware of and other hints to make the most of your experience with us.

Transcript Requests – You can view and print your unofficial transcript via FalconNet. Official transcripts must be ordered on line using your FalconNet account.

View Student Schedule/Grades – You look up your schedule and/or your grades under this option. Grades are not mailed each semester. You must access your grades through this option.

Financial Aid Award Status – Access your award status by semester using this option.

Class Registration – Register for your classes using FalconNet. Credit card payment is also available through this option. After registration you should print your Schedule and Fee Statement so that you will know your bill due date and amount of tuition and fees.

Transfer Evaluation – This allows students transferring to Daytona State to access the evaluation of credit from the previous institution or institutions attended. This is especially helpful to access prior to registration. If it is not available online, the evaluation has not been completed.

Degree Audit – This provides you with a comparison of courses you have earned credit for with the courses you need to complete your degree or certificate program.

Your Student Information – This allows you to update or change your address, phone number, and major so that we are able to contact you about courses, events and upcoming registrations.

The Student Help Desk – This support service provides you with troubleshooting information and frequently asked questions about using the Web, FalconNet and some basic tutorials on computer basics. NOTE: This is not a live, technical support site.

FalconMail (Student E-mail) – FalconMail is e-mail available to all current students, faculty and staff at Daytona State .

Though FalconNet is convenient, we still offer parallel, traditional, on-campus services.

Academic Advising

Academic advising is an important part of getting started and staying on the right path as you move closer to your educational, career and personal goals. Advising provides you with specific details about your courses and programs and policies that affect you.

Professional Academic Advisors are available on each campus to:

- Discuss your educational goals and the programs and courses available to help you meet those goals
- Help you understand the College's rules, regulations and policies
- Help you find information on transfer programs and how to best prepare to meet transfer requirements.

First Semester Advising

Each new student is required to meet with an Academic Advisor to get placement test results. During that meeting, students will have the opportunity to discuss placement requirements, required course work and policies governing allowable first semester courses and program requirements. Students are encouraged to meet with an Academic Advisor early and become familiar with registration dates and the Academic Calendar. Students are responsible for selecting their course days and times and to register for their courses either via web registration or in the Falcon Center on their campus of choice. More specific descriptions about services, contacting the department and information about the staff are available under **Academic Advising** at <http://www.daytonastate.edu>.

Continuing Student Advising

Both Professional Academic Advisors and Faculty Academic Advisors are available to advise you during continuing semesters.

- Students in A.S., A.A.S., and Certificate programs will be assigned to a Faculty Academic Advisor during their first semester of coursework. The faculty advisor teaches in your program of study and can provide you with extensive background knowledge about program requirements for your major.
- Students in Developmental classes are assigned to an Academic Advisor to be sure they have someone to turn to for help if they need it. In addition, prior to registration for the next term an "Advising Hold" will be placed on your record if you are in Developmental classes. All you need to do to get this removed is see your advisor. National Advising data shows that students in Developmental classes are more successful when they have

someone at the college that they feel they can turn to for help. This hold enables your advisor to make contact with you and be sure you are getting the help you need to be successful.

- Students in an AA degree program can see either a Professional Academic Advisor or a Faculty Academic Advisor. Either advisor can provide you with information about how to meet degree requirements and referrals for how to learn more about transfer information and requirements.

You are encouraged to contact an advisor each semester. You can find out who your advisor is and how to contact him/her using [Online Services](#) and selecting **Your Student Information**. If there is no advisor listed, you can either visit the Academic Advising Center located in Building 100 on the Daytona Beach Campus or talk to a faculty member in your major.

You will receive email notifications throughout the semester regarding advising information. We encourage you to check your free **Falconmail** email account often.

Orientation

Orientation is an important step in getting started. Our Orientation program is geared toward awareness and student success. We provide you with a general overview of the various departments available to assist you during your time at Daytona State College, in addition to instructions and hints about how to manage your time, build your class schedule and handle stress. Orientation does not provide detailed instructions about how to select and register for classes.

All new and readmitted students pursuing a degree or certificate program are required to complete Orientation. The following programs/majors are **excluded** from the Orientation requirement (*):

- **Apprenticeships** including **1020** Child Care Specialist, **1071** Electrical Non-Union, **1072** Electrical Union, **1028** Machine Trades, **1070** Plumbing Union, **1037** Telecommunications
- Special Credit including **0001** Non-Degree, **0002** Employment, **0004**, and **0007**
- Transient **0003**
- Dual Enrollment including **0005** Daytona State HS, **0008** Dual Vol./Flagler, **0009** Private
- **1057** Fire Apparatus Operator (1157)
- **1056** Fire Fighter II (1156)
- **1051** Law Enforcement Training (1151)
- **1031** Correctional Probation Officer Academy (1131)
- **1038** Public Safety Telecommunications (1138)
- **0960** Emergency Medical Technician (1960)
- **0957** Paramedic (1957)
- **3506** Emergency Medical Services (3106)
- **1050** Correctional Officer Recruit Training (3106)

(*) If you are in one of these majors and attempt online orientation, you will get an error message indicating that you are not required to complete. You can check to verify that your major classification is correct by going to Online Services and selecting **Your Student Information** under the **Records and Registration** option.

Students who change majors (from a non-Orientation required program to an Orientation-required program) will be required to complete the Orientation requirement, even if they have been attending Daytona State for a semester or more. **Registration will be prevented until the Orientation program is completed.** You can access the online version of the Orientation once you have completed an admissions application and a student number has been created for you (approximately one business day after your application has been received). The online version is

available under **Online Services** at <http://www.daytonastate.edu>. You will be required to enter your social security number and personal identification number (PIN). Online Student Services, including Orientation, can be accessed from any computer with Internet access (home, work, public library or Daytona State computer labs).

If you have any questions about Orientation, contact Academic Advising.

Records and Registration

Students register for classes each semester based on the dates listed in the academic calendar. Before registering for classes, we encourage you to use the information here as a guide to ensure your success. You may register online at <http://www.daytonastate.edu/> or at Daytona State College's Daytona Beach, DeLand, Deltona, Flagler/Palm Coast and New Smyrna Beach/Edgewater campuses.

FACTS ABOUT REGISTRATION

- **Schedule of Classes** – a listing of all classes offered for a specific semester. The most updated schedule is available online at <http://www.daytonastate.edu/>. Using the Advanced Search feature, you can search by campus, subsession, instructional method, time of day and other variables.
- **Advance Registration** – typically a one-week period which allows currently enrolled students to register on a priority order based on credits earned.
- **Open Registration** – for new or returning students and those who did not register during the advance registration period.
- **Transfer Hours** – will be calculated into the advanced registration time if all transcripts have been received and evaluated.
- **Schedule Adjustment** – students may continue to modify their schedules throughout the registration period and up until the last day to adjust schedules date (add/drop courses) listed in the academic calendar.
- **Audit Registration** – students who do not want to earn college credit for a course may enroll as audit students. Students desiring to audit a course must complete the *Audit* form, have it signed by the instructor and return it to the Falcon Center no later than the last day of the add/drop period. Students may not audit college prep courses.
- **State Employee Registration** – State employees as identified by the Florida Accounting and Information Resource website may register and have their tuition waived for a maximum of six hours per semester under the following conditions.
 1. Fulfill all admission and placement testing requirements of the College.
 2. Register on the designated State Employee registration dates as indicated in the academic calendar.
 3. Enroll only in courses on a space available basis.
 4. Enroll in courses as either a credit or audit student. All enrollments are subject to all College academic regulations, including required placement testing, prerequisites and limits on course repeats and grade forgiveness. State employees will be assessed fees for the full cost of instruction for any course in which they exceed the maximum number of attempts.
 5. State employees will be assessed other fees, i.e. laboratory fees, assessment fees, access fees, etc.
- **Schedule and Fee Statements** – identifies the registered courses, list days and times of the courses and gives summary of tuition and fees. They also include fee payment date.

Registration is not complete until all fees have been paid.

- **Reinstatement Procedure**
Students wishing to register into a section after the add/drop date for any given semester must meet the following criteria:

1. Must have been registered in the course prior to the add/drop date and subsequently dropped due to purge for non payment, class roll or other process.
2. Must document why the original drop occurred (document using reinstatement form available in the Q & A/Registration Office).
 - a) Administrative error – courses dropped due to an administrative error documented by a signed statement from the director/department chairperson of the department that caused the error may be reinstated.
 - b) Extenuating circumstances – requests approved by the Supervisor of Registration will be processed.
 - i. Documentation is required
3. Must have the Financial Aid Office and/or the Bursar's Office sign the reinstatement form indicating the student has money on account and will not be dropped for non-payment once reinstated.
4. Must have a signature from the instructor of each course in which they are re-enrolling indicating that they have been attending the section and have permission to get back into the course.
5. Must re-enroll in ALL courses that have been dropped.
6. Reinstatements may not be processed after the midpoint of the subsequent semester (I-grade deadline published in the catalog). Subject to change.
7. If reinstatement occurs after grades have been submitted, each instructor must also deliver a memo to the Records Office (not via the student) that indicates what grade the student should receive.
8. Students who withdraw from class(es) may not be reinstated.
9. All documentation must not have a date more than five business days prior to when the reinstatement is processed.

Late Registration

Students may register for classes up until the end of the second week of classes for 16 week sessions and up to the end of the first week of classes for 8 week sessions providing:

- The student goes to the Registration Office at any Daytona State College campus, within the designated time frame, and requests a late registration form(s).
- The student obtains the signature of both instructor and chairperson and returns the form(s) to the Registration Office within two business days.
- The student is prepared to pay both tuition and an assessed \$25.00 per course penalty immediately upon registration (optional).

Note: There is no refund period for "late registration". Students may withdraw without a refund.

Full Cost of Instruction, Maximum Attempts, Grade Forgiveness, Repeating Courses, and Withdrawals

The following information applies to courses attempted at Daytona State only. Courses that were completed at another institution and transferred to Daytona State are not impacted by the following rules.

Maximum attempts for full cost of instruction in each course:

Students are permitted to enroll in the same college preparatory course or college credit course a maximum of three times. Students will be assessed 100 percent of the full cost of instruction on the third attempt unless the College grants a one-time exception to the student due to extenuating circumstances or financial hardship. Students are permitted to appeal to take a course a fourth time if the student withdrew due to major extenuating circumstances during the third attempt. Students will be assessed the full cost of instruction on the fourth attempt. There are no appeals

to reduce the full cost assessment on the fourth attempt. All grades from the third and subsequent attempts will be calculated in the student's grade point average.

Application forms for an appeal are available at the Question & Answer Center on any Daytona State campus. The full cost assessment is the equivalent of the non-resident fee for college credit and college preparatory courses. Additional fee information is available in the Financial Information section of this catalog, under the Tuition, Fees and Refunds heading.

Grade forgiveness policies for college preparatory and college credit courses:

Grade forgiveness applies when students repeat the same college preparatory or college credit course in which they earned a "D" or "F" grade. The earned grade from the most recent attempt will be used in the calculation of GPA. (A subsequent "W" grade will not replace an earned grade). Students **may not repeat** the same college credit or college preparatory course to improve a **"C" grade or better**.

However, the college will allow a student who returns to Daytona State, or transfers to Daytona State, after an extended period of time has elapsed since they had completed a college preparatory class, to repeat that class under certain circumstances.

The College, has established an appeal process that would allow a student to retake a college preparatory class completed successfully, if their absence from college has been 2 years or more, and the student retests into the developmental course level. Students would be offered the choice of repeating or moving forward with the understanding that financial aid will not be awarded for a repeated course.

Course Repeats:

Students are not permitted to repeat courses in which a grade of "C" or better was earned. This includes a grade of "C" or better transferred in from another institution.

Students may repeat a course for grade forgiveness twice. Upon the third attempt in the same course, the grade earned is a final grade and cannot be forgiven. Students should understand that other institutions may not honor Daytona State's grade forgiveness policy. As a result, students' grade point averages may change when they transfer to another institution. In addition, repeating courses to improve grades may impact a student's financial aid award. Students receiving financial aid should contact the Financial Aid Office prior to repeating any courses. Courses that are designed as "repeatable courses" in the Course Descriptions area of the College catalog may be repeated and are not subject to the forgiveness policy.

Withdrawal Policy:

Students who drop any course during the schedule adjustment period or who enroll in a course as an audit student are not impacted by this policy. Students may withdraw from a course anytime prior to the final withdrawal date. Students are responsible for the completion of the formal withdrawal process. The withdrawal dates are published in the College calendar. Students who remain enrolled in courses after the final withdrawal date will be assigned a final grade for the course from the faculty. Students are permitted a maximum of two withdrawals in the same course. Upon the third attempt in the same course, a student will not be permitted to withdraw and will be assigned a final grade other than "W" (withdrawal).

Enrollment Terminology

Daytona State offers college and vocational credit courses as well as college preparatory courses. Students may attend fulltime or part-time for a specific semester.

- **College credit** – courses that typically lead to a bachelor of applied science, associate of arts, associate of applied science or associate of science degree, and may transfer to other regionally accredited institutions.
- **Vocational credit** – courses that typically lead to a certificate of completion and often do not transfer to other postsecondary institutions.
- **College Preparatory courses** – offered in both college and vocational credit. Courses are designed to help students achieve a specific skill level. Credits earned in preparatory courses will not transfer and are not calculated in a student's grade point average (GPA). Students may not audit a preparatory class.
- **Audit** – students who do not want to earn college credit for a course or have taken the course before and received a grade of "C" or better may audit a course. College preparatory courses may not be audited. All requisites apply when auditing a course.
- **Semester hours** – the number of credits assigned to a specific course. The number of hours per week of class varies with the mode of instruction.
- **Semester** – a 16-week (also two eight week sub sessions) period during the fall and spring when classes are in session. Multiple summer sessions are offered starting at various times.
- **Full-time status** – a student enrolled in 12 or more credit hours during any semester. A student may combine hours for all subsessions within the semester to establish full-time status.
- **Half-time status** - a student enrolled in at least six credit hours during a semester. A student may combine hours for all subsessions within the semester to establish half-time status.
- **Less than half-time student** – a student enrolled in less than six credit hours during a semester.

Maximum Course Load

There is a limit of 18 credits in any semester (fall, spring, summer). Subsessions (e.g. A & B terms) within any semester have a maximum credit limit of nine hours.

Credit Overload

Students in Good Standing who desire to take over 18 credits hours must obtain approval by an Academic Advisor. Determinations for approval are based on an individual basis reviewing the combination of courses being requested, the student's previous course work attempted, number of credits attempted in previous semesters, grade point average earned (minimum 3.0 for both semester and cumulative are recommended) and commitments outside of courses (numbers of hours working, family obligations, etc.).

Other Forms of Earned Credit

Daytona State offers opportunities to earn credit for experience, accepts advanced placement credits and credit through other approved exams/programs. The following descriptions can help you choose which alternative best suits your needs. **IMPORTANT:** If you plan to transfer, check if the transfer institution accepts credits earned through these alternatives.

1. **The Assessment of Prior Learning Experience (APLE)** – College credit may be awarded for knowledge gained outside the normal classroom setting, including prior work experience, workshops and seminars, formal or informal classes taken or other documented past experience. Daytona State students may earn credit through the APLE program by completing exams or developing portfolios.
2. **Advanced Placement (AP)** – AP credit is granted to students who have the College Entrance Examination Board/AP send official Advanced Placement Test results to the Daytona State Admissions Office. Scores of five, four or three will earn credit. Check with the Records Office or Counseling/Advising for details on specific scores for subject areas. You receive credit, but not letter grades, for courses earned through AP. Earned credits

are not computed into your GPA. Contact Daytona State's Records Office, or the Counseling Office for AP requirements and information.

3. **College Level Examination Program (CLEP)** – The CLEP is the national exam program which offers exams in academic subject matters. Certain scores will result in credit for college courses. (Score requirements vary depending on the institution.) Official CLEP scores should be sent from the College Entrance Examination Board/CLEP to the Admissions Office. If required scores are earned, you will receive credit, but not letter grades for the courses earned through CLEP. Applications, registration materials and test fee information about CLEP are available in Assessment Services Offices on each Daytona State College campus.
4. **International Baccalaureate (IB)** – Daytona State awards credit based upon higher level and/or subsidiary level IB exams. Official transcripts and scores should be sent from International Baccalaureate to the Admissions Office. You receive credit, but no letter grades, for courses earned through IB. Earned credits are not computed into your GPA. Contact Daytona State's Records Office for IB requirements and information.
5. **Cooperative Education** – Students on all campuses have an opportunity to blend traditional classroom education with study-related work experience. Students gain practical experience in the job market and are awarded academic credit for approved training assignments. This credit may be used for the AA, AAS and AS degree or certificate programs. For information, contact the Co-op coordinator on the Daytona Beach Campus.
6. **Independent Study** – This provides in-depth study in selected disciplines. Under special circumstances, it also may be approved for students unable to attend regularly scheduled college credit classes. Students considering this option must identify an area of study with the assistance and approval of an instructor; complete the independent study agreement outlining the project/objectives to be accomplished; and get written approval from both the department chairperson and dean.
7. **Air Force Reserved Officers Training Corp (AF ROTC)** - Daytona State students may register for Air Force ROTC courses offered at Embry-Riddle Aeronautical University. AF ROTC offers two- and four-year programs. Students may complete the first two years of ROTC without military commitment. Elective credit is awarded for these courses. The U.S. Air Force offers ROTC academic scholarships to eligible students. For scholarship information, see the Financial Aid section of the catalog. For information on AF ROTC, call the ROTC office at Embry-Riddle at (386) 226-6880.
8. **Academic Course Exchange (ACE)** – Full-time Daytona State students in good academic standing are eligible to take approved courses, at no additional charge, at Bethune-Cookman College, Embry-Riddle Aeronautical University, Stetson University and University of Central Florida. For more information, please contact the Record's office.

Records Maintenance and Privacy Guidelines

The Records Office maintains permanent educational records for all students who ever enrolled at Daytona State College. The student educational record may contain an application for admission, high school and/or college transcripts, the Daytona State College academic record or transcript, authorized changes to the record and other documentation appropriate to a student's enrollment at the College.

Family Educational Rights and Privacy Act (FERPA)

FERPA is a federal law that applies to educational agencies and institutions that receive funding under a program administered by the US Department of Education. The statute is found at 20 U.S.C. 1232g and the Department's regulations are found at 34 CFR Part 99.

Under FERPA schools must generally afford students attending a postsecondary institution access to their educational information, an opportunity to seek and have their records amended, and some control over the disclosure of information from the records.

FERPA requires the college to protect the privacy of student record information with regard to access to a student's college records, the release of such records, and the opportunity to challenge records should they be inaccurate, misleading, or inappropriate.

No information, other than the data determined to be "directory information" can be provided to a custodial parent, non-custodial parent, or other third party without the permission of the student unless very specific criteria have been met.

FERPA requires the college to establish a policy with regard to the data items that can be released to third parties upon request, and to establish the procedures for the release of such information. Students have the option of making their "file" and "data" confidential. Students choosing to have their data marked as confidential are identified in the student information system and their information is excluded from the college's directory information.

Disclosure of Education Records

A school must:

1. Have a student's written consent prior to the disclosure of education records
2. Ensure that the consent is signed and dated and states the purpose of the disclosure

A school may disclose education records without prior consent when:

1. The disclosure is to school officials who have been determined to have a legitimate educational interests
2. The student is seeking or intending to enroll in another school
3. The disclosure is to state or local education authorities auditing or enforcing Federal or State supported education programs or enforcing Federal laws which relate to those programs
4. The disclosure is to the parents of a student who is a dependent for income tax purposes
5. The disclosure is in connection with determining eligibility, amounts, and terms for financial aid or enforcing the terms and conditions of financial aid
6. The disclosure is pursuant to lawfully issued court order or subpoena
7. The information disclosed has been appropriately designated as directory information by the school.

Parent Access to Records

Student records may be released to a parent (either custodial or non-custodial) of the student without the student's prior approval only when Daytona State College parent information request form has been completed. This form requires the requesting party to attach documentation that verifies the student was claimed as a dependent student on the most recently filed IRS tax return. (Copies already supplied to the Financial Aid Office can be used.) Once this form and documentation is received, the student will be notified of the request prior to the release of the requested information 10 days hence. ***Student information is subject to the FERPA guidelines even if the student is below age 18.***

FERPA permits institutions to disclose information to a parent if a health or safety emergency involves their son or daughter. Schools are also allowed to inform parents if the student is under age 21 has violated any law or its policy concerning the use or possession of alcohol or a controlled substance. A school official may generally share with a parent information that is based on that official's personal knowledge or observation of the student.

Students may choose to have their records provided to a parent, or other third party, on a one time or one year basis by completing the student Release of Academic Information form.

Health or Safety Emergency

In addition, the school is allowed to disclose without the student consent education records, including personally identifiable information from those records, to protect the health and safety of students and other individuals. At such times, records and information may be released to appropriate parties such as law enforcement officials, public health officials, and trained medical personnel. This exception to FERPA's general consent rule is limited to the period of the emergency, and generally does not allow for a blanket release of personally identifiable information.

Disciplinary Records

While student disciplinary records are protected as education records under FERPA, there are certain circumstances in which disciplinary records may be disclosed without the student's consent. A postsecondary institution may disclose to an alleged victim of any crime of violence or non-forcible sex offense the final results of a disciplinary proceeding conducted by the institution against the alleged perpetrator of that crime.

An institution may disclose to anyone the final results of a disciplinary hearing if it determines that the student is an alleged perpetrator of violence or non-forcible sex offense and with respect to the allegation made against him or her, the student has committed a violation of the institutions rules or policies.

Law Enforcement Unit Records

Investigative reports and other records created and maintained by the law enforcement units are not considered to be education records subject to FERPA. Accordingly, intuitions may disclose information from law enforcement unit records to anyone, including outside law enforcement authorities, without student consent. The Daytona State Campus Safety Office is responsible for referring potential or alleged violations of law to local police authorities.

Directory Information

Directory information can be released to the public without the student's consent following specific request procedures. Directory information will not be released if the student had requested in writing to keep their information confidential.

At any time the student can complete a form in the Records Office to mark their records as confidential.

The Daytona Beach College directory information includes:

1. Student name and city of residence
2. Student college sponsored email address
3. Date of birth
4. Enrollment status
5. Major and fields of study
6. Participation in College recognized activities and athletics
7. Dates of attendance
8. Degrees and awards received
9. Most recent educational institution attended
10. Photograph and height/weight of athletic team members

The college reserves the right to provide additional information, such as street address and telephone number, where there is a signed articulation agreement with another postsecondary institution for purposes of recruiting students, and in cases that are superseded by the Solomon Amendment giving military recruiters access to student recruiting information.

Any other information is considered to be personally identifiable information and cannot be released to a third party, including parents, without the student's written consent.

Directory Requests

The procedure to request Daytona State directory information is indicated below. Directory information requests are not recorded in individual student records.

1. The college participates with the National Student Loan Clearinghouse to provide electronic requests for confirmation of individual academic degrees, academic awards/honors, and dates of attendance by employers and colleges, and confirmation of enrollment status. The web site is www.degreeverify.com; email is service@studentclearinghouse.org; phone is 703-742-4200; and the fax is 703-742-4239.
2. The requests for additional information or for other purposes must be made in writing on the letterhead of the company, agency, or school requesting the information.
3. If the request is being made by an individual the request needs to indicate the name, address, and phone number of the requestor and the reason for the request.
4. Requests for the entire student directory, requests from any military sources under the Solomon Amendment, or requests for a "class" of students, such as all students in any one major, should be directed to the Records Office.

Student Access to Educational Records

Schools are required by FERPA to:

1. provide a student with an opportunity to inspect and review his or her education records within 45 days of the receipt of the request
2. provide the student with copies of education records or otherwise make records available to the student if the student, for instance, lives outside of commuting distance of the school
3. redact the names and other personally identifiable information about other students that may be included in the student's education records.

Amendment of Education Records:

Under FERPA a school must:

1. Consider a request from a student to amend inaccurate or misleading information in the student's education records
2. Offer the student a hearing on the matter if it decides not to amend the records in accordance with the request
3. Offer the student a right to place a statement to be kept and disclosed with the record if as a result of the hearing the school decides not to amend the record.

A school is not required to consider requests for amendment under FERPA that

1. Seek to change a grade or disciplinary record

2. Seek to change the opinions or reflections of a school official or other person reflected in an education record

Students have 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 20202-5901

Questions about the administration of FERPA at Daytona State and the release or amendment of any student record, should be addressed to the Dean of Enrollment Management.

Student Requests

Change in records -- Students may request a change to their record in writing or by presenting photo identification if requesting the change in person. Typical changes include name, address, telephone number, social security number and program code (major). Most changes require the student to present appropriate documentation. Address, phone and most program code changes can be made online at <http://www.daytonastate.edu/>.

Enrollment verification – An official College statement indicating semester of enrollment and student status (i.e. full- or part-time). The College utilizes the services of the National Student Clearinghouse to automatically process enrollment verifications for students. Students may go online to www.clearinghouse.org to request enrollment verification.

Transfer credit evaluation – Statement of all course work and grades accepted from another postsecondary institution. Transcript evaluation summary is available online at <http://www.daytonastate.edu/> on the Registration and Records menu.

Non-release of directory information- A student may submit a request for non-release of directory information by completing a form in the Daytona Beach campus Records' office or in the Administrative office at any Daytona State campus. This non-release request will remain in effect until the student requests a removal of the non-release hold.

Authorization of non-directory student information- Students may authorize Daytona State to release specific information as documented on the *Release of Academic Information* form. This release consent is valid for one year from the date the document is signed.

Official Transcripts-Students may request an official copy of his/her academic record via the Daytona State online transcript request system at www.daytonastate.edu . There is a \$2 fee for each official transcript requested.

Unofficial transcripts

Students may view/print an unofficial transcript online at www.daytonastate.edu .

Social Security Number Collection and Usage

In compliance with Florida Statute 119.071(5), this document serves to notify you of the purpose for the collection and usage of your social security number by Daytona State College.

Daytona State collects and uses your social security number only if specifically authorized by law to do so or it is imperative for the performance of its duties and responsibilities as prescribed by law. Specifically, Daytona State collects your social security number for the following purposes:

Admissions Department

Federal legislation relating to the Hope Tax Credit requires that all postsecondary institutions report student social security numbers to the Internal Revenue Service. This IRS requirement makes it necessary for colleges to collect the social security number of every student. A student may refuse to disclose his or her social security number to Daytona State, but the IRS is then authorized to fine the student in the amount of \$50.00.

In addition to the federal reporting requirements, the public school system in Florida uses social security numbers as a student identifier (section 229.559, Florida Statutes-new school code section 1008.386). In a seamless K-20 system, it is beneficial for postsecondary institutions to have access to the same information for purposes of tracking and assisting students in the smooth transition from one education level to the next. All social security numbers are protected by federal regulations Family Educational Rights and Privacy (FERPA).

Continuing Education, Corporate Training

Because of Florida State Education Reporting requirements students who enroll in Continuing Education and Corporate Training seminars are required to submit their social security numbers.

Financial Aid Department

The Office of Financial Aid at Daytona State and the US Department of Education requires students to submit their social security numbers on various forms in order to correctly identify applicants, match each applicant's financial aid record with the student record, and to help coordinate state aid programs with federal and institutional aid programs.

Human Resources Department

An employee's (including Federal or Institutional Work Study employees) social security number is required for any or all of the following:

- Completing an Employment Application/Package
- Completing and process the Federal I-9 (Department of Homeland Security)
- Completing and processing Federal W4, W2, 1099 (Internal Revenue Service)
- Completing and processing Federal Social Security taxes (FICA)
- Processing and Distributing Federal W2 (Internal Revenue Service)
- Completing and processing quarterly Unemployment Reports (Florida Department of Revenue)
- Completing and processing Florida Retirement Contribution reports (Florida Department of Revenue)
- Workers Comp Claims (FCCRMS and Department of Labor)
- Completing and processing Federal and State Employee and Educational Reports
- Completing and processing Direct Deposit Files (Bank of America, ACH)
- Completing and processing 403b and 457b contribution reports
- Completing and processing group health, life, and dental coverage enrollment
- Completing and processing various supplemental insurance deduction reports

Library

Student, faculty, and staff social security numbers will be used in the libraries' patron database (LINCC) for online login authentication, patron verification and the elimination of duplicate records.

Workforce Programs

These programs use your social security number as an identifier for program enrollment and completion. Also, it is used for entering placement information into either the OSMIS or the Employ Florida Marketplace statewide data collection and reporting system. Because these are

performance based contract programs, it is required that all participants and their program related activities be recorded in the Florida state system.

Miscellaneous

Identification and verification, billings and payments, data collection, reconciliation, tracking, benefit processing, and tax reporting.

To protect your identify, Daytona State will secure your social security number from unauthorized access and assign you a unique student/employee identification number. This unique identification number will then be used for all associated employment and educational purposes at Daytona State.

Student Requests

Change in records -- Students may request a change to their record in writing or by presenting photo identification if requesting the change in person. Typical changes include name, address, telephone number, social security number and program code (major). Most changes require the student to present appropriate documentation. Address, phone and most program code changes can be made online at <http://www.daytonastate.edu/>.

Enrollment verification – An official College statement indicating semester of enrollment and student status (i.e. full- or part-time). The College utilizes the services of the National Student Clearinghouse to automatically process enrollment verifications for students. Students may go online to www.clearinghouse.org to request enrollment verification.

Transcripts – Official or unofficial copies of their Daytona State academic records (transcripts). Requests for official transcripts must be in writing and may be submitted in person, via mail or fax. Unofficial transcripts can be accessed online at <http://www.daytonastate.edu/> .

Transfer credit evaluation – Statement of all course work and grades accepted from another postsecondary institution. Transcript evaluation summary is available online at <http://www.daytonastate.edu/>.

Non-release of directory information- A student may submit a request for non-release of directory information by completing a form in the Daytona Beach campus Records' office or in the Administrative office at any Daytona State campus. This non-release request will remain in effect until the student requests a removal of the non-release hold.

Authorization of non-directory student information- Students may authorize Daytona State to release specific information as documented on the *Release of Academic Information* form. This release consent is valid for one year from the date the document is signed.

Official Transcripts-Students may request an official copy of his/her academic record via the Daytona State online transcript request system at www.daytonastate.edu . There is a \$2 fee for each official transcript requested.

Unofficial transcripts- Students may view/print an unofficial transcript online at www.daytonastate.edu .

Grading System

- Grades are posted to the student record at the end of each semester.
- A Grade Point Average (GPA) is calculated for each semester based on the number of hours attempted per course and the grade point value associated with the letter grade.
Example:

Course	Credit	Grade	Grade Points
English	3	A	4.0 (x3) = 12.0
Math	3	B+	3.5 (x3) = 10.5
Speech	3	F	0.0 (x3) = 00.0
Psychology	3	C	2.0 (x3) = 06.0
History	3	D	1.0 (x3) = 03.0

Total Credits: 15 Total Grade Points: 31.5
 Divide 31.5 (grade points) by 15 (credits) = **2.1 GPA**

- Letter grades used to calculate GPA:

Grade		Definition	Grade Point Value
A	=	Excellent	4.0
B+	=	Very Good	3.5
B	=	Good	3.0
C+	=	High Average	2.5
C	=	Average	2.0
D+	=	Below Average	1.5
D	=	Poor	1.0
F	=	Failure	0.0

- Grades not used to calculate GPA:

"I" – Incomplete – A temporary grade issued only when a student who is passing the course but who, for valid and unforeseen reasons, is not able to complete the course requirements within the semester. Student agrees to complete the requirements before the middle of the next major semester. "I" grades automatically convert to "F" grades if the requirements are not met and the appropriate grade change is not submitted by the deadline as published in the College catalog.

"IP" – In Progress – The class is currently in session and has not ended.

"W" – Withdrawal – Grade issued when a student *officially* withdraws from a class.

Students who no longer want to attend class:

1. Must withdraw by the deadline for the semester (published in the academic calendar).
2. May initiate the withdrawal process at the Registration Office at any Daytona State campus by presenting picture identification.
3. Students with extenuating circumstances (ie: hospitalized, out of town, etc.) may withdraw by mail provided the request is postmarked by the deadline and contains an original signature of the student.
4. Students are permitted a maximum of two withdrawals per course. Upon the third attempt, students will not be permitted to withdraw and will receive a grade other than "W" for that course.

"SP" - Satisfactory Progress - Issued only for college preparatory courses and/or vocational courses when a student completes all course work but has not mastered the skill associated with the course. Example: A typing course requires the minimum skill of 45 words per minute and the student only masters 40 words per minute. No credit is awarded. Student must register and repeat the course.

"NR" - No Grade Submitted - The Records Office issues this grade when an instructor has not submitted a grade.

"X" - Audit - Issued when a student does not want credit for a particular course and officially audits the course by the deadline for the semester (published in the academic calendar).

"CR" - Credit Only - Issued for alternate methods of earning credit such as Advance Placement, IB, etc.

"NC" - No Credit - Issued for zero credit courses.

"CN" - Continuing Credit - Issued for open exit courses that cross semesters.

Student Grade Information

Student grade reports are not mailed; however they are available to all students at the end of each semester as the grades are entered by the teachers at <http://www.daytonastate.edu>, FalconNet Online Student Services. Students may access the web from computer commons and labs on any campus and from any off-campus computer that has access to the Internet.

Academic Standards of Progress

Standards of Academic Progress have been established to help students stay on track and to maintain a satisfactory GPA for graduation. The Records Office administers the policy by tracking student progress and by notifying the students and their respective departments of the students' status.

- All courses on the transcript will be evaluated.
- For Associate and Bachelor degree candidates, academic progress will be monitored once a year at the end of the spring semester, except for those on Probation.
- For Certificate candidates, academic progress will be monitored at the end of each fall and spring semester.

To remain in good standing and be making satisfactory academic progress, a student must meet the following criteria:

Associate Degree Students: Progress monitored at the end of each Spring Term.

Earned Credits	Minimum CGPA
0-29	1.7
30-59	1.9
60+	2.0

Bachelor Degree students: Progress monitored at the end of each Spring Term.

Earned Credits	Minimum CGPA
Less than 89	1.7
90-119	1.9
120+	2.0

Certificate students: Progress monitored at the end of each semester.

Earned Credits	Minimum CGPA
0-15	1.7
16-23	1.9
24+	2.0

Good Standing:

Students are considered to be “in good standing” if they have met or exceeded these criteria.

Warning:

When students fail to meet these minimum standards, they will be put on “Warning” for the following year/semester. Students on “Warning” will be advised to see an Academic Advisor who will recommend that the student take advantage of our many support services, including the Academic Support Center, to help them improve their performance and fulfill their academic goals.

At the end of the “Warning” period:

- Students will be taken off “Warning” if they have returned to good standing by bringing their CGPA’s up to an acceptable level.
- Students will continue for a second year/semester on “Warning” if they have successfully completed all courses attempted with a 2.0 GPA during the “Warning” period, but have not yet brought their overall CGPA’s up to the required minimum.
- Students will be placed on “Probation” for the next semester if they have not returned to good standing and have not and successfully completed all courses earning a 2.0 for the year/semester while on “Warning.”

Probation:

When put on “Probation,” the student will be monitored every semester and the student will be required to consult with an Academic Advisor to develop a mandatory prescriptive program each semester. This program may require the student to take a 50% reduction in course load from prior semesters, to repeat certain courses, and to take advantage of student support services such as those offered in the Academic Support Center.

- Students will be taken off “Probation” if they have returned to good standing by bringing their CGPA’s up to an acceptable level at the end of the semester.
- Students will continue for a second semester on “Probation” if they have successfully completed all courses and earned a 2.0 during the “Probation” period but have not yet brought their overall CGPA’s up to the required minimum.
- Students will be placed on “Suspension” for the next semester if they have not returned to good standing and have not successfully completed all courses earning a 2.0 for the semester on “Probation.”

Suspension:

Students placed on “suspension” will be required to stop enrollment for one major semester. They will be allowed to appeal a suspension based upon extraordinary, one-time events during their probationary semester that should not affect academic success in the future.

If a suspended student wishes to return, he/she may submit an appeal requesting reinstatement. The appeal should explain what factors prevented the student from succeeding earlier and how those factors will no longer interfere with the student’s progress. If the appeal is granted, the student would also be required to meet with the advisor who initially approved the student’s probation status to review and once again develop a prescriptive program before the student is

allowed to register. The returning student will still be on “Probation,” and his/her status will be reviewed again at the end of the semester.

FINANCIAL INFORMATION

The decision to attend college is an extremely important one. It is an investment in your future and involves a considerable commitment of time and money.

Daytona State College is a comprehensive public college that provides a wide variety of quality educational programs at a reasonable cost. Daytona State’s Financial Aid Services Office administers various types of financial assistance to help students pay part of that cost.

For information and assistance, please contact the Financial Aid Services Office located in Building 100, Room 105 on the Daytona Beach Campus. The financial aid services staff will gladly guide you through the application process and will be pleased to assist you in completing the necessary forms.

Tuition and payment information

Tuition is generally due within 10 business days or less. Refer to your Schedule and Fee Statement for the payment deadline dates. If fees are not paid by the due date, your registration will be cancelled and your classes dropped. After classes begin, additional late registration fees or reinstatement fees may apply and payment of all charges will be due at the time of registration.

You may pay your tuition and fees by cash, check, money order, debit card, VISA, MasterCard, Discover Card or American Express. Online payment processing is available at [Online Student Services](#). Payments may also be made in person at any campus or by mail. Please DO NOT SEND CASH BY MAIL.

YOU SHOULD KNOW THAT:

- Daytona State's tuition and fees are based upon your status as a legal permanent Florida resident. Daytona State follows the state's guidelines regarding residency for tuition purposes. See Florida Residency for Tuition Purposes.
- Fees to audit a course are the same as the cost of a credit course.
- Some courses require lab fees, online fees, and/or insurance fees in addition to per credit tuition charges.
- Full cost charges (equivalent to nonresident tuition charges) will be assessed to students who repeat a course(s) for the third time. See Full Cost of Instruction, Maximum Attempts, Grade Forgiveness and Withdrawals for more information.
- You should bring sufficient funds to meet immediate needs. Personal checks are accepted only for the exact amount of fees.
- If you need financial assistance, contact the Financial Aid Office before you register.
- All unpaid obligations, regardless of whether they are past due or current, result in a hold being placed on student records, diplomas, transcripts and registration activity until the obligation is paid in full.

Tuition and fee schedule

Application Fee

There is no charge to apply for admission to Daytona State except for international students who are assessed a \$50 non-refundable application fee. The College does charge a one-time, non-refundable \$20 assessment fee to all students, including international students, at the time of initial enrollment.

College Credit and College Preparatory Credit Courses

Florida Residents - \$78.24 per credit hour
Non-residents - \$294.32 per credit hour
Access Fee - \$30 per semester
Online Fees - \$25 per credit hour
Web Enhanced Fee - \$15 per course
Lab Fees (vary by course) - \$3 - \$380

Fees for Vocational Credit Courses

Florida Residents - \$64.13 per credit hour
Non-residents - \$256.48 per credit hour
Access Fee - \$30 per semester
Online Fees - \$25 per credit hour
Web Enhanced Fee - \$15 per course
Lab Fees (vary by course) - \$3 - \$380

Bachelor of Applied Science Courses

Florida Residents - \$86.75 per credit hour
Non-residents - \$533.02 per credit hour
Access Fee - \$30 per semester
Online Fees - \$25 per credit hour
Web Enhanced Fee - \$15 per course

Apprenticeship Courses

Apprenticeship students are exempt from registration, matriculation and laboratory fees for instruction.

Fees for Continuing Workforce Education

Fees for these courses, designed to upgrade the skills of workers currently or formerly employed in a specific occupation, must cover the full cost of instruction.

Fees for Adult Education Courses

Daytona State High School Courses - *No Charge
GED Preparation - No Charge
Basic Adult Education Courses - No Charge

*A fee is charged to students who already have earned a high school diploma or equivalent and who wish to enhance their skills. The fee is based on a \$31.52 per credit hour equivalent for Florida residents and \$126.07 per credit hour for non-residents.

Assessment/Testing Fees

Credit by Exam (APLE) - \$25/test
Portfolio (APLE) - \$45/course
CLEP - \$80/test
CPT Retest - \$10/test
NET - \$27/test
CAT CLAST (Non-Daytona State Student) - \$30/test
CLAST (Third Attempt) - \$30/test
Institutional TOEFL - \$32/test
Non-Daytona State Student Test Fee - \$25/test

CJ-BAT - \$40/test
GED (Full Battery) - \$50/test
GED (Per Section) - \$10/test

Veterans Deferment of Fees

Veterans eligible for VA education benefits are granted a deferment once per academic year. The deferment may be for up to 60 days, but will always be due before the end of the semester. Consult the Veterans Specialist in Bldg. 100, Rm. 208 on the Daytona Beach Campus.

Recreation & Leisure, Self-Supporting Courses, Seminars, Workshops, Conferences

Fees will be determined separately for each activity and will be stated in the individual activity announcement. The activity may be canceled because of insufficient enrollment.

Graduation Fees

Primary Degree (Non-Refundable)-\$25
Each Additional Degree-\$10
Duplicate Diploma-\$10

College Credit and PSAV Certificates- \$10 for the initial Certificate. There is no charge for additional certificates earned by student.

High School Diploma-\$10

In addition, all students who participate in either the college or high school graduation ceremony must pay the cost for their academic regalia (cap and gown).

Please be aware of the [graduation application dates and deadlines](#). The fee will entitle the graduate to a diploma, if qualified, and to participate in the commencement ceremonies. Daytona State reserves the right to certify students as a completer once he or she has completed all requirements for the degree or certificate, regardless if they have completed an application for graduation. Students who do not complete the graduation application process will not receive a diploma or have the degree certificate statement on their official transcript.

Other Fees

Returned Check (per Florida Statute) *Minimum* - \$25
Late Registration Fee - \$25 per course
Reinstatement Fee - \$50 per course
First Parking Permit - No Charge
Additional Parking Permits - \$10 each
*Parking Fines - \$5, \$7.50, \$10

*Unpaid fines will result in a hold on student records, diplomas, transcripts and future registrations. Repeat offenders may be towed at the owner's expense.

Collection Costs

If obligations are not paid in full upon notification by the College, these debts may be referred to an outside collection agency and to appropriate credit bureaus. Resulting collection costs will be added to the original debt and the student must pay these costs, as well as attorney's fees if applicable. Furthermore, all unpaid obligations will result in a hold on student records, diplomas, transcripts and future registration activity.

Dropped class refund policy

The dates to drop a course with a refund are established for each semester and published in the academic calendar in the front of this catalog and in each semester's [Schedule of Classes](#). Drop deadlines for "late start" classes can be found at [FalconNet Online Services](#) under [Online Course Availability](#) or on your *Schedule and Fee Statement*. Please check the dates carefully. Refunds will not be given after the deadlines.

Students who pay for courses by credit card will be refunded by crediting back that same credit card in approximately 7 to 10 business days following the official drop. Students who pay for their courses by cash or check will be refunded through the Daytona State OneCard process. Each registered Daytona State student will automatically be mailed the Daytona State OneCard. To receive your ID card without delay, update/verify your mailing address with Daytona State by logging on to FalconNet Online Services.

To receive your refund, you must activate your Daytona State OneCard at www.dbcOne.com. During this process, you will choose between three options for receiving your refund. You may elect to have your refund directly deposited to your Daytona State OneAccount (funds will be deposited within 1 day or less), you may elect to have your refund deposited to another bank account of your choice (funds will be deposited in 2 – 3 business days), or you may elect to have a paper check mailed to you (funds will be mailed in 5 – 7 business days). For additional information regarding refunds go to www.dbcOne.com or contact the Office of Student Accounts at (386) 506-3024 to speak to a Student Account Specialist.

Refunds will be based upon the following:

A. College Credit and Vocational Credit Courses

A 100 percent refund will be given if a student drops a course(s) by the date published in the College's academic calendar. For classes that meet on the weekend only, students will have until the next business day following the first scheduled class meeting to drop with a refund.

B. Continuing Education and Lifelong Learning Courses

1. Courses lasting one week or less - A 100 percent refund will be given if you drop a course before the first scheduled class meeting.
2. Courses lasting longer than one week - A 100 percent refund will be given if you drop a course within five working days from the date of the first scheduled class meeting.

C. Student Appeals

Appeals to drop with a refund after the published deadline must be based upon extraordinary circumstances beyond your control. Supporting documentation is required before the appeal may be considered. For additional information about student appeals, contact the Office of Appeals at (386) 506-3781. Appeal forms are available at all campuses.

Withdrawals for Tuition Purposes

Students who withdraw from a course will not be entitled to a refund. In addition, any outstanding balances for withdrawn courses must be paid in full prior to processing the withdrawal.

What is Financial Aid?

Financial aid is the assistance available to help a student meet educational expenses. This assistance is provided by federal, state, institutional or private sources and may consist of grants, scholarships, loans or work. Qualified students may be offered combinations of the various types of aid or aid from a single source. Most forms of aid are based on an individual's financial need, college costs and the availability of funds.

Financial Aid eligibility requirements

In general, to be considered eligible to apply for financial aid a student must:

1. Be a United States citizen or an eligible non-citizen.
2. Be enrolled as at least a half-time student. (Half-time enrollment is a minimum of six credits in coursework leading to a degree or certificate, and therefore excludes audited classes.) Fall or Spring Semester enrollment in a program of study abroad which has been approved by Daytona State will be considered enrolled at Daytona State for the purpose of applying for federal aid.
3. Be accepted at Daytona State as a "regular" student. A "regular" student is a student pursuing an AA, AAS, AS, BAS, or BS degree or an approved vocational certificate.
4. Be enrolled in an eligible program of study. Eligible programs are postsecondary programs which lead to an [AA, AAS, AS, BAS](#), or BS degree or an [approved vocational certificate](#).
5. Be making progress toward completion of courses of study in compliance with Financial Aid Satisfactory Academic Progress Standards.
6. Not be in default on a loan or owe a repayment on any previous financial aid received.
7. Be registered with the Selective Service if required to do so.
8. Have a standard high school diploma or GED. (The transcript must be submitted to the Admissions Office.) Some vocational certificate programs may accept passing scores achieved on a federally approved test administered by the College, in lieu of the high school diploma or GED requirements. This test measures the student's ability to benefit from the instruction offered.
9. Have a valid Social Security Number.

How does a student apply for financial aid?

Applying for financial aid is not as complicated as you may think! The important thing to remember is to take it one step at a time. The process consists of completing the appropriate applications and submitting requested documentation to the Financial Aid Office. To be considered for financial aid at Daytona State College, a student must do the following:

- Complete the [Free Application for Federal Student Aid \(FAFSA\)](#). Indicate that you are planning to attend Daytona State in "Step Six" of the FAFSA. Daytona State College's Title IV School Code is 001475. This application is required to determine eligibility for all sources of federal financial aid. (Please note, the accurate FAFSA results must be received by the Financial Aid Office prior to your last day of attendance at Daytona State.) The FAFSA is available on the web at www.fafsa.ed.gov. The FAFSA should be completed at least five weeks prior to the beginning of the semester.
- In addition, a student will be required to supply additional documentation if the student's financial aid application is selected for verification. Verification is the required federal process of checking the accuracy of the information supplied on the FAFSA. Selection is based on guidelines set up by the U.S. Department of Education. If selected for verification, the Financial Aid Office will send information regarding what additional information must be submitted (such as signed federal tax returns). Verification must be

completed within 120 days after a student's last day of attendance, but not later than August 31, 2009. Verification is completed when all verification documents are received and when Daytona State has received a valid processed FAFSA. The valid processed FAFSA must be received while the student is still enrolled for the award year, but no later than August 31, 2009.

What determines a student's dependency status?

When a student applies for federal student aid, the answers to certain questions will determine whether the student is considered dependent of their parents or whether the student is considered independent. A dependent student must report the parents' income and assets as well as the student's income and assets. An independent student must report only the student's own income and assets (and those of the student's spouse, if married).

A student is considered independent if at least one of the following applies to the student:

- the student was born before January 1, 1985;
- the student is married;
- the student has legal dependent(s) who receive more than half of their support from the student;
- the student is an orphan or ward of the court (or was a ward of the court until age 18); or
- the student is a veteran of the U.S. Armed Forces.

If a student cannot answer "yes" to one of the above questions, the student is dependent and parental information must be reported.

What types of Financial Aid are available?

Financial aid is available in the form of grants, scholarships, work-study and loans. **Grants** are usually based on financial need and do not have to be repaid. **Scholarships** are usually awarded for academic merit or achievement and do not have to be repaid. **Work-study** positions are jobs that enable students to earn funds to assist with educational expenses. **Loans** usually must be repaid in cash. Student loan programs have varying rates and repayment provisions.

The FAFSA must be completed to apply for all need-based federal, state, and institutional sources of financial aid.

In general, students must be enrolled at least half-time to receive financial aid. However, some aid programs require students to enroll in and maintain full-time status. The following are the major financial aid programs that Daytona State's Financial Aid Office administers:

A. Grants

Federal Pell Grant – Funded by the federal government, this need-based grant is designated for undergraduate students working toward a first bachelor's degree. The amount of grant a student is eligible to receive is determined by the cost of attendance, the Expected Family Contribution (EFC), the length of the program of study, and the student's enrollment status. The cost of attendance includes such items as tuition, fees, and books and supplies. The EFC is derived from the information supplied by the student on the FAFSA. Eligible students enrolled in a program of study that is less than 30 weeks per academic year (fall and Spring Semesters) will receive a prorated Pell award. Eligible students enrolled in a program of study that is less than 24 college credits or less than 30 vocational credits (900 clock hours) per academic year (Fall and Spring Semesters) will receive a prorated Pell award. For Pell Grant awarding purposes (applicable to college credits), 12 college credits per semester is considered full-time enrollment; 9-11 college

credits per semester is considered three-quarter time enrollment; 6-8 college credits per semester is considered as half-time enrollment; and 1-5 college credits per semester is considered as less than half-time enrollment. For Pell Grant awarding purposes (applicable to vocational credits,) 15 vocational credits (450 clock hours) per semester is considered as fulltime enrollment. The full-time award is prorated for all vocational credits less than 450 clock hours.

Pell Grants range from \$400-\$4,731 for full-time attendance during an academic year. (For Pell Grant purposes, an academic year consists of 30 weeks during which a student may complete 24 college credits or 30 vocational credits [900 clock hours]).

Federal Supplemental Educational Opportunity Grant (FSEOG) – Funded by the federal government, this need-based grant is designated for undergraduate students working toward a first bachelor's degree. Eligibility is based on exceptional financial need. The maximum grant per semester at Daytona State is \$150. Funds are limited.

Florida Student Assistance Grant (FSAG) – Funded by the state, this need-based grant is designated for eligible Florida residents enrolled in college credit degree programs. Award levels are based on state appropriations and vary each year. Specific renewal requirements must be met. Funds are limited.

Renewal Requirements for FSAG

- Must have a 2.0 cumulative GPA; (Only college credit courses are calculated in the GPA; remedial classes are excluded.)
- Full-time students must have successfully completed 12 credit hours for each semester for which an award was received;
- Three-quarter time students must have successfully completed 9 credit hours for each semester for which an award was received;
- Half-time students must have successfully completed 6 credit hours for each semester for which an award was received;
- May receive an award of up to nine semesters within a period of six consecutive years after receipt of the first FSAG award;
- Must have completed 67 percent of all attempted classes.
- Must have not withdrawn from all fall classes or received F grades due to non-attendance. (Applicable to Spring eligibility)

Daytona State Need Grant – Funded by Daytona State, this need-based grant is designated for undergraduate students who have not previously completed a baccalaureate or professional degree and who are pursuing the AA, AAS, AS, BAS or BS degree or eligible post-secondary adult vocational certificate programs. Eligibility is based on financial need. The maximum grant per semester is \$1,000. Funds are limited.

Daytona State Vocational Need Grant – Funded by Daytona State, this need-based grant is designated for undergraduate students who have not previously completed a baccalaureate or professional degree and who are enrolled in an eligible postsecondary adult vocational certificate program. Eligibility is based on financial need. The maximum grant per semester is \$1,000. Funds are limited.

Bureau of Indian Affairs (BIA) Higher Education Grants - Funded by the U.S. BIA. These funds are available to students pursuing the AA degree who demonstrate need. Eligible students must be a member of, or at least one-quarter degree Indian Blood descendent of a member of, a federally recognized American Indian tribe that is served by BIA.

For more information contact BIA at (202) 208-3710 or visit the website at <http://www.doi.gov/bureau-indian-affairs.html>

B. Scholarships

Air Force Scholarships - ROTC – The USAF offers ROTC academic scholarships to students who meet specific requirements. These scholarships cover the cost of tuition and books, plus provide the student \$250 tax free subsistence allowance per month. For more information contact AF ROTC, Embry-Riddle Aeronautical University, 600 S. Clyde Morris Boulevard, Daytona Beach, Florida 32114-3900 or call (386) 226- 6880.

Athletic Scholarships – Daytona State offers a limited number of scholarships to students who are participating in specified activities through the Athletic Department. Students must enroll full-time in a program leading to an AA, AAS, AS, BAS, or BS degree, and follow the Standards of Progress. Students must complete the FAFSA. The Athletic Department determines which students are eligible for the scholarship. The amount of the scholarship varies each year.

Performing Arts Scholarships – These fee waivers will pay a portion of a student's tuition for classes in the areas of music, drama or dance. Fee waivers are awarded on a semester by semester basis, pending availability of funds. The performing arts department determines which students are eligible. The amount varies each year.

SGA Scholarship - Daytona State offers a limited number of scholarships to students who are participating in the Student Government Association. Students must complete the FAFSA. The Assistant Dean of Student Activities determines which students are eligible for the scholarship. The scholarship amount varies with each position. Funds are limited.

Publication Scholarship - Daytona State offers a limited number of scholarships to students who are participating in student publications. Students must complete the FAFSA. The Assistant Dean of Student Activities determines which students are eligible for the scholarship. The scholarship amount varies with each position. Funds are limited.

Activities Scholarship - Daytona State offers a limited number of scholarships to students who are participating in cheerleading. The Assistant Dean of Student Activities determines which students are eligible for the scholarship. The scholarship amount varies. Funds are limited.

Florida Bright Futures Scholarship Program – Funded by the Florida Lottery, scholarships are awarded to Florida high school graduates who demonstrate high academic achievement. This scholarship program has three award levels; the Florida Academic Scholars Award, the Florida Medallion Scholars Award, and the Florida Gold Seal Vocational Scholars Award. Applications, application deadlines, eligibility criteria and award amounts are available from high school guidance counselors. Students must be enrolled in a minimum of six college credits for fall and/or spring. Specific renewal requirements must be met.

Daytona State College Foundation Scholarships – The Daytona State College Foundation provides scholarships, grants, and loans to students who might otherwise not be able to afford a college education. The Foundation offers scholarships that have been established by outside donors. Listings of these scholarships, with their own specific criteria as established by the donors, are available each semester and are posted on the Daytona State Web site. (<http://www.daytonastate.edu/Scholarships/>). The Financial Aid Services Office is located in Building 100 on the Daytona Beach Campus. Foundation scholarship lists and on-line application process are available at the Financial Aid Services Office or at the Question and Answer Centers at each campus. Please contact the Supervisor of Foundation Scholarships at (386) 506-4442 for additional information.

Other State of Florida Programs – Additional scholarship programs such as Seminole/Miccosukee Indian Scholarship and Scholarships for Children of Deceased or Disabled Veterans are available. Students should contact their high school guidance counselors or the Florida Office of Student Financial Assistance for criteria, applications and deadlines.

C. Work

Federal Work-Study (FWS) – The FWS program provides part-time employment to students who have financial need. Students are paid an hourly rate and are placed in jobs on campus or in community service jobs off campus. Work schedules are arranged around the student's class schedule. Students work an average of 20 hours per week. Funds are limited.

Institutional Work-Study (IWS) – Daytona State's IWS program provides part-time employment to students. Students are paid an hourly rate and are placed in jobs working on campus. Work schedules are arranged around the student's class schedule. Students work an average of 20 hours per week. Eligibility is not based on need. Funds are limited.

Florida Work Experience Program (FWEP) – The Florida Work Experience Program provides eligible Florida students the opportunity to secure part-time work experiences, which are complementary to and reinforce the students' educational program and career goals. Specific GPA and earned credit hour requirements must be met. FWEP is awarded to students demonstrating need. Funds are limited. Specific renewal requirements must be met.

D. Loans

Loans usually must be repaid in cash. It is important that students budget their money effectively and borrow responsibly. Student loan programs have varying rates and repayment provisions. Loan payments to students are made in two disbursements. A student attending ***both*** fall and Spring Semesters will receive one disbursement of one-half of the total loan proceeds per semester (***as long as a minimum of half-time [six credits] enrollment is maintained***). A student attending one semester (***fall or spring***) will receive the loan proceeds of one-half of the total loan amount in two disbursements. Per Federal regulations, the second half of the loan may ***not*** be disbursed until a minimum of one-half of the semester has elapsed. A loan disbursement will not be made ***after*** a student ceases to be enrolled in at least six credit hours.

The loans available at Daytona State are listed below:

Federal Subsidized Stafford Loan – Federal Subsidized Stafford Loans are made by a lender such as a bank or credit union. Eligibility is based on financial need. The loan's interest rate is currently 6.8 percent. Students must be enrolled in an eligible program at least half-time. First-year students may be eligible to borrow up to an annual maximum of \$3,500. Students who have successfully completed their first year (30 credits) may borrow up to an annual maximum of \$4,500.* The maximum loan amount will be reduced utilizing a proportional pro-ratio for those academic programs less than 24 college credits or 30 vocational credits (900 clock hours) and/or 30 weeks per academic year (Fall and Spring Semesters). The lender will charge a 1½ percent origination fee. The Guarantee Agency may charge a maximum 1 percent loan default fee. Loan repayments generally begin six months after the student graduates, leaves school or drops below half-time enrollment. Loans are not available for the summer semester at Daytona State.

*BAS or BS students admitted at the junior or senior status to the program may borrow up to the annual maximum of \$5,500.

Federal Unsubsidized Stafford Loans – Federal Unsubsidized Stafford Loans are available for students who do not qualify, in whole or in part, for Subsidized Federal Loans. Students must be enrolled in an eligible program at least half-time. Independent students may be eligible to borrow

up to an annual maximum of \$4,000* in additional Federal Unsubsidized Stafford Loans if remaining eligibility exists. The maximum loan amount will be reduced utilizing a proportional pro-ration for those academic programs less than 24 college credits or 30 vocational credits (900 clock hours) and/or 30 weeks per academic year (Fall and Spring Semester). With few exceptions, the Unsubsidized Loan's terms and conditions are the same as Subsidized Stafford Loans. However, the government does not pay the interest during in-school and deferment periods. The student is responsible for paying the interest. The lender will charge a 1½ percent origination fee. The Guarantee Agency may charge a maximum 1 percent loan default fee. Loans are not available for the summer semester at Daytona State.

*BAS or BS students admitted at the junior or senior status to the program and determined to be independent may borrow up to the annual maximum of \$5,000.

Federal Parent PLUS Loans – Federal Parent PLUS Loans enable parents with good credit histories to borrow for educational expenses of their dependent children. Students must be enrolled in an eligible program at least half time. The loans are made by lenders such as banks or credit unions who charge a 3 percent origination fee. The lender also may collect a loan default fee of 1 percent. The interest rate is fixed at 8.5 percent. Parent PLUS borrowers may borrow up to the cost of education minus any estimated financial assistance the student has been, or will be, awarded for the period of enrollment. Borrowers generally must begin repayment on the loans within 60 days after the funds are disbursed.

Please Note: When a student accepts a loan as part of his/her award, the student must understand that he/she is incurring a serious financial obligation. The student must repay the loan in full, along with all interest and additional fees (collection, legal, etc.). It is very important that the student realize that loan payments must be made in the future to satisfy this obligation. Students who accept a Stafford Loan while at Daytona State will be required to complete loan entrance counseling and loan exit counseling to go review repayment obligations.

To apply for a federal Stafford Loan, the student must first complete a FAFSA. The student will be notified via the award letter of loan eligibility and must complete a Federal Stafford Master Promissory Note (MPN) each year. Allow approximately four to six weeks from the initial date of the loan application for processing to be completed. If the student is a first-time borrower, he/she will have to make the decision regarding the choice of [student loan lenders](#).

Emergency Loans- Emergency loans are provided by Daytona State to assist students who are experiencing extreme financial hardships that have a direct impact on his or her ability to function in the classroom. This financial hardship, if not addressed, usually reduces the student's quality of life and that of dependent family members.

Emergency loans are handled by the Financial Aid Services Office. A student may apply for an emergency loan to purchase required course equipment and other supplies that are not available in the Daytona State College bookstore. Also, emergency loans, by referral, are available to pay for a student's licensure examination.

Students requesting emergency loans are asked to complete an application in the Financial Aid Services Office located on the Daytona Campus in Building 100, or the student may contact the Coordinator of Emergency Loans at (386) 506-3013 for additional information.

Before borrowing under one or more of the Federal Family Education Loan Programs, investigate the possibility of grant and/or scholarship assistance available from the state of permanent residency. Award amounts and program availability may be subject to change after this information is printed, based on federal and state appropriations.

How Daytona State College determines student need for financial aid

When a student applies for financial assistance by completing the Free Application for Federal Student Aid (FAFSA), the information the student reports is used in a formula established by the U.S. Congress. The formula determines the student's Expected Family Contribution (EFC). This EFC is an amount that the student (and spouse, if the student is married) or the student (and parents, if the student is dependent) is expected to contribute to the student's education. The EFC is subtracted from the student's cost of attendance. A student is considered to have financial need if the EFC is less than the cost of attendance.

The cost of attendance is determined by Daytona State using rules established by the U.S. Congress. The cost of attendance includes the student's tuition and fees based upon the student's enrollment status. Please note that when determining enrollment status, audited courses are not taken into consideration since no credit toward a degree or certificate is received.

In determining a student's eligibility for aid from the federal student financial assistance programs and from state need-based assistance programs, Daytona State must first consider other aid the student is expected to receive. If the student is eligible to receive financial aid, the student will be sent an official award notice, which lists the types of aid being offered for the academic year. This is the student's financial aid package.

What are the typical costs associated with attending Daytona State?

Most individuals calculate the cost of a college education by the amount of tuition and fees charged plus the cost of books and supplies. These are direct educational expenses. There are, however, indirect educational expenses, such as transportation expenses, for which students will need to budget. The hyperlinks below lead to charts illustrating examples of both in-state and out-of-state budgets for full-time college credit and vocational credit students for one academic year (fall and Spring Semesters).

Full-time College Credit Budget

Direct Educational Costs (Estimated)	In-State	Out-of-State
Tuition (24 college credits)	* \$2,214	* \$8,329
Indirect Educational Costs (Estimated)		
Books & Supplies	\$ 900	\$ 900
Room & Board	\$2,128 (dependent)	\$2,128 (dependent)
	\$13,400 (independent)	\$13,400 (independent)
Personal	\$1,624 (dependent)	\$1,624 (dependent)
Transportation	\$1,000 (dependent)	\$1,000 (dependent)
Total Budget	\$7,318 (dependent) \$15,966 (independent)	\$11,975 (dependent) \$20,623 (independent)

- Some programs of study have additional costs. Please refer to the Program Descriptions.
- Please note, Daytona State does not provide dormitories.

Please note—Tuition for in-state BAS students: * \$2,455; out-of state BAS: * \$15,091

***Based on 2007-2008 rates. The 2008-2009 rates may increase due to legislative action and/or District Board of Trustees action.**

Full-Time Vocational Credit Budget

Direct Educational Costs (Estimated)	In-State	Out-of-State
Tuition (30 vocational credits) *	\$1,811	\$7,245
Indirect Educational Costs (Estimated)		
Books & Supplies	\$ 900	\$ 900
Room & Board	\$2,128 (dependent)	\$2,128 (dependent)
	\$13,400 (independent)	\$13,400 (independent)
Personal	\$1,624 (dependent)	\$1,624 (dependent)
Transportation	\$1,000 (dependent)	\$1,000 (dependent)
Total Budget	\$7,035 (dependent) \$15,683 (independent)	\$11,175 (dependent) \$19,823 (independent)

- *Some programs of study have additional costs. Please refer to the Program Descriptions*
- *Please note, Daytona State does not provide dormitories.*

***Based on 2007-2008 rates. The 2008-2009 rates may increase due to legislative action and/or District Board of Trustees action.**

How are Awards Disbursed?

Eligible financial aid recipients may register for classes and charge tuition and fees against the scholarship or grant amount indicated on the financial aid award notice for the applicable semester. If the scholarship or grant is more than the total amount of tuition and fees, the remainder may be used for other educational expenses. A refund for the remainder of the award(s) will not be available until after the refund period has passed and enrollment verification has been completed each semester. If, after receiving a refund check, a student's class is cancelled or changed to an audit or the student is dropped from a class, the student will owe back a portion of the refund applicable to the change in enrollment.

Refunds are delivered to students by utilizing the Daytona State OneCard. Each registered Daytona State student will receive a Daytona State OneCard. The card will arrive in the mail at the student's primary address on file with the College. To receive the refund, the student must activate the Daytona State OneCard. During card activation, the student chooses how to receive the refund money.

The options for receiving financial aid refunds include: a direct deposit to the student's Daytona State OneCard; a deposit to the student's bank of choice; a paper check mailed to the student.

Students activate the Daytona State OneCard and make the refund selection online at <http://www.dbcOne.com>.

Refunds are applicable to scholarships, grants, Stafford and Parent PLUS loans.

Please Note: Institutional fee waivers are issued for tuition only and may not be used for other educational expenses. Any funds not used as tuition will not be refunded to the student. A Federal Workstudy award cannot be used to charge fees.

Stafford and Parent PLUS Loan funds are disbursed by the lender through EFT (electronic funds transfer) directly to the student's account. Please note, per federal regulations, the earliest date a loan may be disbursed to a student who has not completed a minimum of 30 credits in his or her current course of study at Daytona State is 30 days after the first day of classes. Additionally, all first-time borrowers at Daytona State must complete loan entrance counseling before their loan proceeds may be disbursed. Loan entrance counseling can be completed online at the following address: <http://mapping-your-future.org>.

A student attending ***both*** fall and Spring Semesters will receive one disbursement of one-half of the total loan proceeds per semester ***(as long as a minimum of half-time [six credits] enrollment is maintained)***. A student attending one semester ***(fall or spring)*** will receive the loan proceeds of one-half of the total loan amount in two disbursements. Per Federal regulations, the second half of the loan may ***not*** be disbursed until a minimum of one-half of the semester has elapsed. A loan disbursement will not be made ***after*** a student ceases to be enrolled in at least six credit hours.

What are the federal requirements for the return of Title IV grant or loan funds when a student withdraws from all classes or ceases attending all classes?

As a result of the Higher Education Amendments of 1998, federal financial aid recipients who completely withdraw from all their classes or who cease attending all their classes ***(prior to attending more than 60 percent of the semester)*** will be subjected to federal requirements for the return of Title IV federal grants ***(Pell, ACG, SEOG, etc.)*** and Title IV loans ***(Subsidized Stafford, Unsubsidized Stafford, Parent PLUS Loans)***.

The law defines the amount of Federal Title IV grants and loans that the student has earned that can be used to pay for tuition or to retain as a refund. Federal funds must be returned to the federal programs if a student withdraws from all classes or ceases attending all classes prior to completing more than 60 percent of the semester. (Fall A, Fall B, Spring A, Spring B, Summer A, and Summer B are considered distinct semesters in relation to the regulation.)

The Title IV refund calculation is based upon the concept that a student must earn the amount of federal grants or loans that the student has received. A student who withdraws prior to completing more than 60 percent of the semester has not earned the entire amount of grants and/or loans the student has received and, therefore, must return the unearned portion to the appropriate program. To determine the amount of unearned assistance the student must return to the federal programs, the following steps are followed:

Step 1: Calculate the Title IV assistance earned. To calculate the amount of Title IV assistance earned by a student, Daytona State must first determine the percentage of Title IV assistance the student earned up through the date of withdrawal. The percentage of assistance earned is equal to the percentage of the payment period or period of enrollment for which it was awarded that was completed as of the day the student withdrew. For those students who cease attending all classes without official notification of withdrawal, the withdrawal date is the mid-point of the semester. If the student withdrawal occurs after the 60 percent point, then the percentage is 100 percent. That earned percentage is applied to the total amount of Title IV grant and loan assistance that was disbursed to the student, or on the student's behalf, for the payment period or enrollment for which it was awarded as of the day the student withdrew.

Step 2: Calculate the Title IV assistance not earned . The amount of Title IV grant and loan assistance not earned by the student is calculated by determining the complement of the percentage of assistance the student earned and applying it to the total amount of grant and loan assistance that was disbursed ***(and that could have been disbursed)*** to the student, or on the

student's behalf, for the payment period or period of enrollment as of the day the student withdrew.

Step 3: Calculate the amount of the student's Title IV funds which has been applied to the student's account and must be returned. Daytona State shall return to the appropriate Title IV program the lesser of the unearned amount of Title IV assistance or an amount equal to the total institutional charges the student incurs for the payment period or period of enrollment for which the assistance was awarded, multiplied by the unearned percentage of awarded Title IV grant and loan assistance. Daytona State will return the unearned percentage of awarded Title IV grant and loan assistance to the federal program(s) according to the order listed below. The student will receive a revised award letter indicating a reduction in Title IV assistance and will also receive a billing statement from the Bursar's Office indicating the amount due as a result of the refund to the federal program(s). Since Title IV assistance was reduced from the student's account and returned to the appropriate programs, the student must pay the outstanding balance by utilization of the student's own resources.

Step 4: Calculate the amount of refund Title IV funds which has been received by the student and must be returned. The student must return the unearned Title IV assistance to the appropriate federal program(s). Additionally, the student must reimburse Daytona State for the student's outstanding account balance.

Note. A student (or parent for Parent PLUS loans) repays the calculated amount attributable to a Title IV loan program according to the loan's terms. A student repays a Title IV grant program subject to repayment arrangements satisfactory to the school or the Secretary's overpayment collection procedures. A student shall not be required to return 50 percent of the grant assistance received that is the responsibility of the student to repay.

Order of return of Title IV funds. Funds are returned by the school in the following order:

- Unsubsidized Stafford Loan
- Subsidized Stafford Loans
- Parent PLUS Loan
- Federal Pell Grant
- Federal Academic Competitiveness Grant
- Federal Supplemental Educational Opportunity Grant

Examples of the application of the Title IV Refund Policy are available from the Financial Aid Office at the Daytona Beach Campus upon request.

Standards of Satisfactory Progress

Federal and state regulations require that students meet minimum standards of satisfactory progress toward completing their program of study in order to be eligible to receive financial aid funds. The standards apply to **all classes attempted** at Daytona State College, including those not funded through financial aid assistance. This standard is different from Daytona State's overall academic standard for eligibility to re-enroll in classes.

The financial aid satisfactory progress standards at Daytona State are defined below and are applied uniformly to all federal, state and institutional financial aid recipients. Some state programs have more stringent requirements. In order to maintain satisfactory academic progress for financial aid purposes, students must meet all of the following requirements of the policy:

1. A student must maintain a cumulative grade point average (cum GPA) of at least a 2.0. **(The cum GPA does not include transfer credits. The cum GPA does include remedial coursework.)**

2. A student must earn 67% of all attempted credits
3. The maximum time frame for the completion of an A.A., A.S., A.A.S., B.A.S., B.S., or certificate program of study may not exceed 150% of the published length of the program

Number of Credits Attempted/Earned

This standard requires students to successfully complete (with letter grade of A, B, C, D or SP) a minimum of 67 percent of the total number of credits attempted. Attempted credits include all credits in which the student is registered at the end of the add/drop period. Letter grades of F, W, I or IP will not be considered as credits successfully completed or earned. Students who repeat a course for any reason should be aware that each time you enroll in a course it counts as an attempt, but only one attempt is considered earned. Repeated courses will have an impact on a student's ability to complete his/her program within the required maximum time frame.

Grade Point Average (GPA)

Students are required to maintain a minimum cumulative grade point average of 2.0 (C grade). Refer to the Daytona State catalog for more information regarding grading policies.

Maximum Time Frame for Completion

Federal regulations require that the school set a maximum time frame in which students are expected to complete their program of study. Under this standard, students must complete their degree or certificate within **150 percent of the published program length, including transfer credits**.

For example, if the published length of a credit program is 60 credits, the maximum time frame for completion is 90 credits (that is, 60×1.5). This means that students can receive financial aid during the period of time they are attempting up to 90 credit hours only (including transfer credits). If students exceed the maximum number of credits, they are no longer eligible to receive financial aid. All attempted credits, including incomplete grades and repeats, are counted toward the 150 percent maximum time frame. Also, credits earned at other colleges that are accepted towards a student's current program of study are counted in the maximum credit review.

Students who change their education program or graduate and reapply to a new program must still adhere to the maximum time frame for completion. In other words, all of previous attempted credits will count towards the 150 percent time frame. Consideration will be given to students completing a second degree or certificate.

Repeated Courses

For students pursuing a degree (A.A., A.S., A.A.S., B.A.S., B.S.): When repeating a course, students may receive financial aid for a course if the previous grade was an F or W. In addition, students may also receive financial aid for a repeated course if the initial grade earned does not meet the pre-requisite requirement for the next course in the sequence. Students may only receive financial aid for a repeated course once.

For students pursuing a certificate: Students may not receive federal or state grants when repeating a course. Students may receive federal loans which repeating a course.

Developmental Courses

A student may receive financial aid for a maximum of 30 attempted developmental credits.

Non-Credit Courses

These courses are not eligible for Title IV assistance and do not satisfy requirements of any Title IV eligible academic program. As such they are not considered in the Standards of Satisfactory Academic Progress.

Evaluation of Satisfactory Academic Progress

For students pursuing a degree (A.A., A.S., A.A.S., B.A.S., B.S.), the evaluation of satisfactory academic progress for financial aid will occur once a year at the end of the spring semester.

For students pursuing a certificate, the evaluation of satisfactory academic progress for financial aid will occur twice a year; at the end of the fall semester and at the end of the spring semester.

Financial Aid Probation

Students who do not achieve the first two elements of the Financial Aid Satisfactory Progress Standard (e.g., cum GPA /number of credits attempted/earned and grade point average) will be placed on ***financial aid probation*** for the next semester of attendance. Students may continue to receive financial aid while on probation.

If, after the probationary semester, a student is not back in good standing, the student may be offered a subsequent probationary semester if he/she has earned a 2.0 GPA in the probationary semester AND completed all courses attempted.

A student who does not successfully complete a probationary semester will be placed on financial aid suspension for the following semester.

Financial Aid Suspension

Financial aid will not be awarded to students who do not meet Financial Aid Satisfactory Academic Progress for two consecutive semesters and any subsequent semester in which Financial Aid Satisfactory Academic Progress is not met.

Appeal Process

A student may appeal the decision of financial aid suspension or maximum credits attempted. Students must appeal in writing with supporting documentation attached. In the appeal statement, students should state those circumstances that resulted in unsatisfactory performance, and the means by which they propose to meet the requirements in the future. Documentation to verify the request for appeal based on extraordinary circumstances such as illness, death of a family member or other emergency circumstance should be attached.

Once the written appeal and supporting documents are reviewed, a decision is made on a case-by-case basis. If an appeal is granted, the student will be given another probationary semester. During this semester the student must complete successfully 100% of the credits attempted for the semester, **and** earn a minimum GPA of 2.0 for each class during that semester, **and** any additional requirements required during the appeal approval process.

Students may be granted only one financial aid appeal for exceeding the maximum time frame for program completion. If the appeal is approved, a student may not file another financial aid appeal to increase hours again. If the student exceeds the approved hours, his/her financial aid will be suspended.

Reinstatement

Student suspended from financial aid may request a reinstatement of financial aid after successfully completing a minimum of nine (9) credits, at their own expense. Students must complete 100 percent of the credits attempted and earn a minimum GPA of 2.0 for each class during that semester.

Rights and responsibilities of financial aid recipients

As a student consumer, students have a right to:

- Be informed of the correct procedures for applying for aid; cost of attendance; types of aid available; how financial need is determined; criteria for awarding aid; how academic progress is determined; and what must be done to continue receiving aid.
- Be informed of the type and amount of assistance the student will receive; and how and when the student will receive the aid.
- View the contents of the student's financial aid file, in accordance with the Family Educational Rights and Privacy Act.
- Know the conditions of any loan.

It is the student's responsibility to:

- Complete application materials correctly and submit them on time.
- Read all materials sent from the Financial Aid Office and all agencies awarding aid; read, understand and keep copies of all forms the student signs.
- Know and comply with the rules governing the aid received.
- Provide additional documentation, verification, corrections and/or any new information the Financial Aid Office requests.
- Comply with the provisions of any promissory note and all other agreements signed.
- Use financial aid only for expenses related to attending the College.
- Maintain satisfactory academic progress.
- Notify the Financial Aid Office of any resources not considered during the original need analysis and aid not listed on the award letter.
- Keep local and permanent addresses current at the Records Office.

Foundation Scholarships

Since 1974, the Daytona State College Foundation has provided financial assistance to students as well as funding for faculty and program support. It helps to fill the critical needs that are beyond the scope of the college's budget.

Each year the Foundation awards hundreds of scholarships to Daytona State students. Scholarships may be awarded based on need, academic merit or other criteria. In addition to

scholarships, the Foundation assists students with emergency grants, emergency loans, book and equipment purchase assistance, and funds to cover professional examination fees.

The Foundation embraces the concept of the college mission as adopted by the District Board of Trustees. Management of Foundation affairs is vested with a self-perpetuating Board of Directors from the community that the college serves.

Daytona State College Foundation scholarships are usually announced at the beginning of the fall and spring semesters. When available, the scholarship list and on-line application process can be obtained at <http://www.daytonastate.edu/Scholarships> or at the Financial Aid Services Office located on the Daytona Campus in Building 100. Additionally, information regarding Foundation Scholarships is available in the Question & Answer Centers located on all Daytona State campuses.

For additional scholarship information, please call (386) 506-4422.

Emergency Loans

Emergency loans are provided by Daytona State to assist students who are experiencing extreme financial hardships that have a direct impact on his or her ability to function in the classroom. This financial hardship, if not addressed, usually reduces the student's quality of life and that of dependent family members.

Emergency loans are handled by the Financial Aid Services Office. A student may apply for an emergency loan to purchase required course equipment and other supplies that are not available in the Daytona State bookstore. Also, emergency loans, by referral, are available to pay for a student's licensure examination.

Students requesting emergency loans are asked to complete an application in the Financial Aid Services Office located on the Daytona Campus in Building 100, or the student may contact the Coordinator of Emergency Loans at (386) 506-3013 for additional information.

Student Employment

The Financial Aid Services Office provides employment assistance to currently enrolled Daytona State students and provides employment verifications. The Student Employment Coordinator collaborates with faculty, staff and employers in providing federal work-study, institutional work-study, community service and other eligible work-based programs. The Financial Aid Services Office is located on the Daytona Campus in Building 100. The Student Employment Coordinator may be reached at (386) 506-3023.

Federal Work-Study (FWS) – The Federal Work-Study program is a federally-funded, need-based employment program available to Daytona State students. Eligibility is determined by the student's financial need.

Jobs are located at all of the college's campuses.

Community Service (FWS) – Community service is a federally-funded, need-based employment program available to Daytona State students.

Eligibility is determined by the student's financial need. These jobs can be located on or off-campus in a non-profit organization.

Community Service "Tutors" (FWS) – Community service is a federally-funded, need-based employment program available to Daytona State students. Students work as reading or math tutors. The tutors assist children to develop reading or mathematic skills. Such skills are necessary for the children's education and for future employment.

Eligibility is determined by the student's financial need. These jobs can be located on or off-campus.

Institutional Work-Study (IWS) – The Institutional Work-Study program is funded by Daytona State. Students do not have to apply for nor be eligible for financial aid to secure a job. These jobs are located on campus.

Florida Work Experience Program (FWEP) – The Florida Work Experience Program is a self-help, need-based, State-funded program. The purpose of the program is to introduce eligible students to work experience that will complement and reinforce their educational program and career goals and provide a self-help student aid program. Students must demonstrate financial need. Students must enroll for a minimum of six credit hours and meet Florida's residency requirement. Participating in the Florida Work Experience Program is an initial stepping-stone to building your employment history.

For additional information contact Student Success Services on the Daytona Campus located in Bldg. 100, Rm. 205 or call (386) 506-3073. (Please note, the Florida Work Experience Program is part of the Division of Student Success Services.)

Veterans' Services

Veterans and Others Applying for Veterans Administration Educational Assistance

Daytona State College is an approved institution for veterans training. Veterans eligible for Veterans Administration (VA) benefits must be certified through the College's Veterans' Services office to receive educational benefits. Eligible veterans must also meet Daytona State admission requirements. Application for VA benefits should be started as soon as possible as approval of benefits can take as long as 90 days. Course approval and certification is required each semester through the Daytona State Veterans' Services office. Veterans eligible for benefits must also adhere to the following standards:

Program Length and Course Approval

All degree programs are approved for a specific number of credit hours. Eligible veterans will not be certified by the VA or paid by the VA for courses past the approved length. The VA will pay only for required courses in an approved program. This also applies to vocational certificate programs which are measured in either semester hours or vocational/clock hours.

Satisfactory Progress - Standards of Progress

Students must maintain satisfactory academic progress and conduct to continue to receive VA educational benefits. Educational benefits will be suspended for unsatisfactory progress for the following: Any semester that an eligible veteran receives all grades of "I," "F" or a combination. Any two (2) consecutive semesters that an eligible veteran's GPA falls below 2.0. VA educational benefits will be suspended until: documentation of extenuating circumstances is provided; the veteran attends a minimum of one (1) semester at their expense and attains a minimum of a 2.0 GPA; or the veterans' services officer determines the cause has been eliminated, and the educational program being pursued is suited to the person's aptitudes, interests and abilities.

Academic Standards - Grade Notification

An eligible veteran who receives a grade, or grades, of "X," "S" or "W" will have their credit hours adjusted accordingly for benefit purposes. The veteran would be responsible for reimbursement of any overpayment of benefits from the first day of the term to the effective date the grade was issued.

Attendance Standards

Vocational Certificate/Short-Term Programs – VA regulations require attendance records be kept on all eligible persons enrolled in programs not leading to a standard college degree. Eligible persons will have their VA benefits suspended from vocational certificate programs if they accumulate three or more unexcused absences during any calendar month. Three tardy days count as one absence; two partial days count as one absence. An eligible person whose benefits are suspended for excessive absences may be reinstated once during a semester upon written permission of the program chairperson or instructor. Additional instances are considered unsatisfactory progress. Students enrolled in short-term programs must also adhere to current Veteran Administration regulations and standards of progress that apply. Students who fail to maintain satisfactory progress are not permitted to continue enrollment in their program and will not be certified to receive benefits. Eligible veterans will have their certifications terminated if they are absent 10 percent or more of the total hours in a given enrollment period (or cumulative absences exceed 10 percent of the total number of hours in the program).

VA Contacts

The Office of Veterans' Services is located on the Daytona Campus, Bldg. 100, Rm. 208X. Office hours are: Monday, Tuesday and Thursday, 9 am to 6 pm; Wednesday, 9 am to 7 pm; Friday, 9 am to 5 pm. To contact Daytona State's Veterans' Service Coordinator, call (386) 506-3065, or e-mail shotwer@DaytonaState.edu.

For additional information or questions, contact the Department of Veterans Affairs Regional Office at 1-888-442-4551 or e-mail <http://www.gibill.va.gov/>.

STUDENT SERVICES

Daytona State encourages students to fully participate in the college experience, both inside and outside the classroom.

A wide variety of student services is available to help you academically and socially, or to simply help you to keep informed of college events, activities or issues.

Counseling Services

The Daytona State College Counselors welcome you to the college and invite you to come in and meet with us. We are available on all Daytona State campuses to provide you with Academic, Career, and Personal Counseling. Call (386) 506-3038 to schedule an appointment.

If you are unsure of your career goals, a counselor can assist you in choosing the best possible courses while you are working on your career plans. We can meet with you in a private session, or in a group for a workshop to explore career-related issues. We can assist you to select the right major through our SLS2304 Career Exploration course, career assessments, and our individualized career portfolio system.

Academic Counseling also is available to help you when you have problems in your classes. Whether you have difficulty passing tests, problems making friends or getting along with different people at the college, we can help you to find the right strategy to help you to grow in mastery of your academic life.

Counselors are also here for you when personal issues seem overwhelming and you need someone who will listen and help you sort things out. We are especially sensitive to the needs of our students who struggle with depression, anxiety, or other psychological challenges that can interfere with success in college. We also provide a variety of workshops throughout the year, serve as your advocate in times of conflict, and help you find the right supports to meet your needs. We encourage all students to get to know the Counselors who can provide valuable support during your time at Daytona State.

Office of College Equity

Daytona State's Office of College Equity works to ensure students are provided equal opportunity and equal access to the various services the college provides based on its mission, policies and procedures, as well as state and federal law. Equity information is available in the Student Handbook and on the college's Web site located at <http://www.daytonastate.edu>.

The College Equity Office is located in building 100, room 225 on the Daytona Beach Campus. The staff welcomes all students who would like to learn more about services provided by the office. Please stop by, call us at (386) 506-3916, or email scottu@daytonastate.edu for more information.

Ursula Y. Scott, MS
Director, College Equity
Daytona State College

International Student Enrollment Regulations

- You are required to meet with the international student advisor upon your arrival at Daytona State College for immigration registration in the Student Exchange Visitor Information System (SEVIS).
- The U.S. Immigration and Customs Enforcement (ICE) requires all students on F1 visas to be enrolled full-time for the fall and spring semesters. Daytona State College defines full-time status as 12 or more credit hours.
- To remain in compliance with your I-20, you must maintain a 2.0 or better grade point average (GPA) each semester you are enrolled.
- You are required to comply with all Daytona State rules and regulations. Academic Advising and Counseling services are available to assist you. International students are a vital part of our educational program. We will do all we can to assist you so that you will have a successful and enjoyable educational experience at Daytona State. Please contact our Admissions Office at (386) 506-3059 or email admissions@daytonastate.edu if you have any questions or need assistance.

International Student Services

- For other services such as health insurance, housing or community support, please contact the Global Education and International Student Affairs Office at (386) 506-3141.

Career Services

When you graduate from Daytona State, do you expect to find a job in your new career?

Or do you expect to be ready to transfer to another college or university to continue your education?

If so, connect with Career Services to get started.

There is a lot more to accomplishing these goals than simply completing a program of study. You need to develop a career plan. Career Services provides a full range of activities to guide you through your career development process smoothly at the same time you are working on your academic program of study.

There are four distinct phases in the career development cycle. You will repeat this cycle again and again as you grow and change across your lifetime of careers. You can start wherever you are in this cycle and find activities in Career Services that will help you to successfully navigate to the next phase. To access our full range of learning activities and services, create your account in Daytona State Career Services Online (CSO), our virtual Career Center, at <https://www.myinterfase.com/dbc/student/>. Start building your future career today.

Phase 1: Choose your future

During your first term, visit the Career Center on your campus to develop an initial career plan. If you are not sure of your major, explore career options and find the best way to make this very important decision. Look at the costs and the benefits of committing to a particular career path. Set long term and short term goals that will lead to the vision you have for your life. Learn how to make effective decisions. Use this information to choose the best path for you.

Phase 2: Prepare for you future

As you move through your program of study, use Career Services research tools to learn about the typical path that people follow to be successful in your chosen career. Read Vocational Biographies. Locate possible employers to interview. Arrange to shadow local people who do this kind of work. Begin to develop a network of support to move you smoothly toward your career goal. Develop your Career Portfolio. Attend a Job Fair. Find a mentor in your chosen line of work.

Phase 3: Prepare for the launch

Take advantage of Career Services workshops to groom yourself for your profession. Arrange to get an internship to learn about the real world application of your skills. Conduct research interviews with prospective employers that you locate through our online database, Reference USA. Build your resume. Learn about options for advanced education in your chosen profession. See how far you can advance in your career through careful planning and preparation.

Phase 4: Launching: Closing the deal as you approach graduation

As you approach graduation in the last term of your degree, use your network to locate prospective employers. Arrange for letters of recommendations. Learn how to conduct a good job search. Practice interviewing with our online simulation, Perfect Interview. Learn how to market yourself to prospective employers or universities. Attend a Job Fair.

Remember, this is only a small sample of what Career Services can do for you. Career Advisors are available at all campuses. Call (386) 506-3073 or email CareerServices@daytonastate.edu for more detailed information.

Prepare for your future: Getting A Job Through Career Services

Career Services provides complete support for Daytona State College students seeking employment. Whether you are trying to find a temporary job while you are attending Daytona State, or preparing for your first job in your profession following graduation, we have specialized expertise to help you to accomplish your goal.

Before you graduate, you need to be especially well prepared for the job search. The job market is very competitive at this time. You need to know how to distinguish yourself above the rest. Create a great resume of your accomplishments and skills. Know the names of the employers in your field who will hire you. Know what it is that they are looking for in qualified candidates. Make yourself the most qualified applicant for the job. Find out how to do all of these things through Career Services.

Some of the services include:

- Workshops
 - Create Your Resume
 - Perfect Interview
 - Business Etiquette
 - Dress for Success
- Employer recruitment visits
- Job Fairs

Career Services Online (CSO) - Visit CSO at <https://myinterfase.com/dbc/student/>

to access specific services such as:

- Job search assistance with Reference USA
- Job Database
- Employer services/recruitment events
- Co-op/internships
- Job fairs
- Job tips
- Schedule of events/activities
- Helpful links

For additional information, contact:

Daytona Beach Campus,

Bldg. 100, Rm. 205

(386) 506-3073

DeLand Campus, Bldg. 7, Rm. 136

(386) 785-2074

Flagler/Palm Coast Campus,

Bldg. 2, Rm. 100E

(386) 246-4803; or (386) 506-3073, ext. 4422 and 3559

New Smyrna Beach/Edgewater Campus,

Bldg. 1, Rm. 108/109

(386) 423-6321, (386) 423-6308

College Bookstore

Daytona State College, in partnership with the Follett Higher Education Group, operates the Daytona State College Bookstores. The Daytona State College Bookstores are the authorized source for required course materials, recommended study aids, school supplies, educationally discounted software, nursing and medical reference books, Daytona State clothing, gifts and more. Store hours and services vary by campus.

Bookstore information can be found in the class schedule books or by calling the phone numbers listed below. If you are calling from a Daytona State campus site, just dial the extension listed.

Daytona Beach Campus (386) 506-2206 or ext. 3234

Daytona Beach Campus Bookstore Hours

Monday-Thursday, Aug. 18-21 - 7:45 a.m. - 7 p.m.
Friday, Aug. 22 - 7:45 a.m. - 4 p.m.
Saturday, Aug. 23 - 9 a.m. - 1 p.m.
Monday-Thursday, Aug. 25-28 - 7:45 a.m. - 7:30 p.m.
Friday, Aug. 29 - 7:45 a.m. - 5 p.m.

Regular Bookstore Hours resume Sept. 1
Monday-Thursday 7:45 a.m. - 7 p.m.
Friday 7:45 a.m. - 4 p.m.
Saturday and Sunday Closed

DeLand Campus (386) 785-2020

DeLand Campus Bookstore Hours

Monday - Thursday, Aug. 18-21 - 8 a.m. - 1 p.m. & 5 - 7 p.m.
Friday, Aug. 22 - 8 a.m. - 1 p.m.
Saturday, Aug. 23 - 9 a.m. - 1 p.m.
Monday - Thursday, Aug. 25-28 - 8 a.m. - 7 p.m.
Friday, Aug. 24 - 8 a.m. - 1 p.m.

Regular hours resume Sept. 2:
Monday-Thursday - 8 a.m. - 1 p.m. & 5 - 7 p.m.
Friday - 8 a.m. - 1 p.m.

Deltona Center (386) 785-2020

Deltona Center Bookstore Hours

Monday-Thursday, Aug. 25-28 - 8 a.m. - 1 p.m. & 5 - 7 p.m.

There are no regular hours at the Deltona Center. For more information contact the DeLand Campus Bookstore at 785-2020 or extension 2020.

The deadline for refunds and exchanges is September 2nd. Cash register receipt is required.

Flagler/Palm Coast Campus (386) 252-2206

Monday-Thursday, Aug. 18-21 - 9 - 11 a.m.
Monday-Thursday, Aug. 25-28 - 8 - 11 a.m. & 4 - 6 p.m.
Friday, Aug. 29 - 8 - 11 a.m.
Tuesday, Sept. 2 - 9 - 11 a.m. & 4 - 6 p.m.
Wednesday, Sept. 3 - 9 - 11 a.m.

The last day for business will be Sept. 3. There are no regular bookstore hours.

New Smyrna Beach-Edgewater Campus (386) 427-3472 ext. 6314

Monday-Thursday, Aug. 18-21 - 9 - 11 a.m.
Monday-Thursday, Aug. 25-28 - 8 - 11 a.m. & 4 - 6 p.m.
Friday, Aug. 29 - 8 - 11 a.m.

Regular Bookstore Hours resume Sept. 1
Monday - 9 - 11 a.m. & 4 - 6 p.m.
Tuesday - 4 - 6 p.m.
Wednesday - 9 - 11 a.m.
Thursday - 9 - 11 a.m.
Friday Closed

Advanced Technology College

There are no regular hours. Please visit the Daytona Beach Campus Bookstore.

The last day for full textbook refunds is Wednesday, Sept. 3. Books purchased after this date are eligible for a full refund for two working days. An original cash register receipt and photo ID are required for ALL refunds. Books must be returned in the same condition as purchased in order to be eligible for a refund. Books purchased in shrink-wrap must still be in their original shrink-wrap. Books falling outside these guidelines will be eligible for buyback prices only.

The Bookstores will be closed on Monday, Sept. 1 in observance of Labor Day.

You can also shop your Daytona State Bookstores online at www.efollett.com or through the Bookstore Link on the Daytona State Web site.

Student Disability Services

To arrange for reasonable accommodations, students with disabilities should contact the Student Disability Services Department, in the following locations:

- Building 100 Annex on the Daytona Beach Campus;
- Building 7, Room 142 on the DeLand Campus;
- Building 1, Room 208 on the Deltona Campus;
- Building 2, Room 100C on the Flagler/Palm Coast Campus;
- Building 1, Room 109 on the New Smyrna Campus.

In order to receive services, a student must meet with a student disability services advisor and provide current, written verification of his/her disability from a licensed physician, psychologist, mental health professional, etc. who is qualified to render the appropriate diagnosis.

Any student needing accommodations for any Daytona State entrance exam should meet with a student disability services advisor prior to scheduling his/her exam.

To reach us, call (386) 506-3298 or 506-3086 for a TDD connection. Students attending the DeLand Campus may call the student disability services advisor at (386) 785-2012. Students attending the Deltona Campus may call the student disability services advisor at (386) 789-7316. Students attending the Flagler/ Palm Coast Campus may call the student disability services advisor at (386) 246-4824. Students attending the New Smyrna Campus may call the student disability services advisor at (386) 423-6307.

Academic Support Centers

Academic Support Centers provide a variety of instructional support programs and services to help you make satisfactory academic progress. The Center's academic support services combine personal attention with computer-assisted instruction in an energizing environment where students, faculty and staff collaborate to ensure student success. Lab attendance is required if you are enrolled in developmental math, reading and writing courses. The Academic Support Center has College Level Academic Skills Test (CLAST) preparation resources for the exam's math, reading, and essay components. In addition, the following educational support programs are also available for your use:

Individual and Small Group Tutoring – Tutors provide assistance to students enrolled in most courses on a walk-in basis.

Online Tutoring – Online tutoring for selected courses is accessible via SMARTTHINKING. You may access online tutoring from the comfort of your home or from any computer lab on campus.

Academic Coaching – You can experience a one-to-one academic skills mentoring relationship with a faculty or staff member by participating in the Academic Coaching Program. Coaches provide personalized support through weekly half-hour sessions to help you achieve academic success.

Supplemental Instruction (SI) – SI is an internationally recognized academic support program offering free, regularly scheduled study sessions for traditionally difficult courses. Study sessions are led by students who have previously taken the course and demonstrated academic competency in the subject area.

Vocational Preparatory Instruction (VPI) Program – If you are pursuing an occupational degree or certificate, you are eligible to receive self-paced, open-entry/open-exit instruction in reading, writing, math, workforce readiness, and study skills.

Learning Skills/Retention Counseling – Counseling and intervention can help you overcome academic, financial, and social barriers to college success.

TRIO PROGRAMS*

TRIO Student Support Services* – Counseling, tutoring, cultural enrichment and transfer assistance helps eligible students stay in college until earning a degree and/or transferring to a four-year college or university. TRIO support and assistance is especially designed to improve academic performance, increase grade point averages and facilitate transfer.

Pre-College Programs:

TRIO Upward Bound* – [Grades 9-12] – Eligible pre-college students receive instruction to prepare them for higher education. Instruction provided includes literature, composition, math, science, and foreign language, testing, and college admission preparation on the Daytona Campus after school, on Saturdays, and during summer months.

College Reach-Out Program* (CROP) [Grades 6-12] – Identifies, motivates and prepares eligible students for admission to and successful completion of post secondary education.

*Federally funded programs. Participants must meet eligibility criteria.

College can be challenging, especially for first-time students. Visit one of the Academic Support Centers, where professional learning specialists can assist you. The wide variety of instructional support programs and services will help to ensure your academic success. Not all campuses offer all services. Contact any of the following Academic Support Centers for information:

Daytona Beach Campus - Bldg. 500, Rm. 124
(386) 506-3673

Flagler/Palm Coast Campus - Bldg. 2, Rm. 119
(386) 246-4835

New Smyrna Beach/Edgewater Campus - Bldg. 2, Rm. 104
(386) 423-6345

DeLand Campus - Bldg. 6, Rm. 217
(386) 785-2087

Deltona Center - Bldg. 1, Rm. 232
(386) 789-7306

Advanced Technology College (ATC) – Bldg. 1, Room 126
(386) 506-4120

Library Services

The Daytona Beach Campus Library (Bldg. 210) and DeLand Campus Library (Bldg. 1) provide a wide range of resources and services including print and non-print collections, access to extensive electronic databases, and professional reference and research assistance. Daytona State College Library networks with other state and national libraries to obtain the information you need, when you need it.

All Daytona State students, faculty, and staff have 24/7 access to library services via the Daytona State Library Services Web page (<http://www.daytonastate.edu/library/>). Items in the Daytona State College Daytona and DeLand collections may be ordered from other campuses using the

electronic form on the Daytona State library Web page. These items may be delivered to the campus of your choice. Virtual Reference Service is available to all by phone and through the Ask-a-Librarian Service (<http://www.askalibrarian.org/ask/>).

The Daytona Campus Library supports both Daytona State's upper level programs, including the Bachelor of Science and Applied Science degrees, as well as the upper level and graduate programs of partnership colleges and universities including the University of Central Florida (<http://library.ucf.edu/BranchCampuses/Daytona/default.htm>).

The Daytona Beach Campus Library and DeLand Campus Library also host open computer labs (<http://www.daytonastate.edu/commons/home.html>) managed by the Information Services Department which are available to all Daytona State students during library hours of operation. These labs provide access to Daytona State academic software, including word processing and spreadsheet applications, as well as the Internet.

Library Hours (unless otherwise posted for holidays, summer, etc.):

Daytona Beach Campus Library

Monday - Thursday: 7:30 a.m.-10 p.m.

Friday: 7:30 a.m.-5 p.m.

Saturday: 8 a.m.-4 p.m.

Sunday: 1-9 p.m.

DeLand Campus Library

Monday - Thursday: 7:30 a.m.-9 p.m.

Friday: 7:30 a.m.-5 p.m. Closed Weekends

For more information please visit our webpage or contact [Mercedes Clement](#), Head Librarian, at (386) 506-3440.

Computer Commons

The Daytona State College's Computer Commons provides students, faculty, staff and other members of the college community access to the latest in computer technology.

The Computer Commons features more than 100 PCs utilizing Microsoft's Windows XP platform, seven Macintosh workstations, printers, color scanners and the Microsoft Office Professional Suite of applications. Most software titles used in the classroom also are available in the Computer Commons.

The Computer Commons also provides three computer classrooms equipped with audiovisual technologies. These classrooms are available to faculty members for reservations, and are designated for instructional purposes. The Computer Commons is fully operational seven days a week during the following hours: Monday thru Thursday, from 7:30 a.m. to 10 p.m., Friday from 7:30 a.m. to 5 p.m., Saturday from 8 a.m. to 4 p.m., and Sunday from 1 to 9 p.m.

The Computer Commons Lab Coordinator and Tech Assistants are available to users during hours of operation in order to facilitate access to the Commons area and to answer any questions related to our educational resources.

CONTACT US!

Commons Help Desk

(386) 506-3928
Daytona Campus
Bldg. 210, Room 102

Computing Commons Lab Coordinator

Yudith Day-Wygant
(386) 506-3436
dayy@daytonastate.edu

Academic Computing Manager

Ken Shoaf
(386) 506-3376
shoafk@daytonastate.edu

Falcon-AID Student Help Desk

(386) 506-4243
falconaid@daytonastate.edu

Falcon Center

The Falcon Center is an online student service center where students can complete online transactions. Students receive assistance in navigating the online student services and eliminating any barriers to completing the registration process. Students can complete the following transactions online in the Falcon Center.

- Add/Drop online
- Change of address online
- Change of Major online
- Orientation online
- Pay tuition online
- Print your Schedule and Fee Statement
- Print your class schedule online
- Register online
- Reset Student PIN Number online
- Request a degree audit online
- Request official transcripts online
- Request enrollment verification online
- Withdraw from classes online
- Request transient form online at www.facts.org
- Unofficial transcripts

Question and Answer Center

The Question and Answer Center is where students can go to complete many student services in one place. Services include the following:

- Appeals Applications
- CLAST Waiver Requests
- Graduation Applications
- Independent Study Requests
- Reinstatement Requests
- Scholarship Applications
- Registration Issues

The Center is located in bldg. 100, room 119 on the Daytona Beach Campus.

Falcon-Aid Student Help Desk

Falcon-Aid, the Daytona State College Student Help Desk, is the first point of contact for students seeking all types of technical assistance, such as forgotten passwords, Desire2Learn assistance,

problems accessing Web sites, troubleshooting software, even technical assistance with their home computers.

Staffed primarily by student workers, Falcon-Aid maintains a presence in the Daytona Beach Campus Computing Commons located in the Library. Falcon-Aid is available during normal library hours via phone or walk-up. Call 506-4AID for assistance, or email falconaid@DaytonaState.edu.

Student Activities

Expand and enrich your college experience by getting involved with your campus and your community. The Student Activities Department is the social hub of the college, where you can meet other students who share common interests. Take advantage of the many opportunities to develop valuable career skills and earn scholarships by taking on leadership roles in various student clubs and organizations.

In Motion Student Newspaper – A monthly student publication that consistently wins top awards in state competition. Students also produce an annual literary magazine. Many former writers, photographers and editors for these publications are now employed in various media organizations throughout the world.

Student Government Association – The SGA is made up of elected and appointed officers who are directly involved in the college decision-making process. SGA representatives serve on various college wide committees that review college policies, procedures and expenditures. SGA officers also organize various campus events and community service projects.

Student Leadership Development Institute – Leadership skills can be gained through a combination of formal study, guidance, experience and reflection. The SLDI offers you this combination through workshops, opportunities to join the Student Government Association, clubs and college committees; and participate in community service projects.

Intramurals and Recreational Sports – There are several intramural sports activities that are open to all students. From flag football and soccer tournaments to informal ping pong games, you'll find it all at "Rec Sports."

Clubs and Organizations – There are more than 20 student clubs and organizations on campus to appeal to a wide variety of interests. In most cases, membership to clubs and organizations is open to all students.

For more information and a calendar of activities, contact Student Activities in Bldg. 130, Rm. 113 at the Daytona Beach Campus, Bldg. 7, Rm. 151 at the DeLand Campus, or the provost's office at the other campuses.

Student Identification Cards

A current, valid photo ID is required to transact business at the business office, library, write checks at the bookstore, and for all other official college-related activities. Photo ID cards also allow you to attend all college activities open to students either free of charge or at special student rates.

Student photo ID cards, called the Daytona State OneCard, are issued free of charge after you have registered for your first semester. Visit www.Daytona State one.com or contact the Bursar's Office at (386) 506-3024 to learn more about the Daytona State OneCard.

Take your current schedule or valid photo ID to the following locations to have your photo taken for the [Daytona State Onecard](#).

- Daytona Beach Campus – Campus Safety Bldg. 540
- DeLand Campus – Administration Bldg. 7
- Deltona Center – Administration Bldg. 1
- Flagler/Palm Coast Campus – Administration Bldg. 1
- New Smyrna Beach Campus – Administration Bldg. 1
- Advanced Technology College – Administration Office

Parking Regulations

Annual parking decals may be obtained at no cost upon providing documentation of paid tuition at the Cashier's Office on the Daytona Beach Campus or at any other campus. Decals will be displayed inside the front window on the driver's side, bottom left. Students requesting a second decal may obtain one at a cost of \$10.00. Registration of a vehicle on campus does not guarantee a parking spot.

Designated Parking Areas – Daytona State has open parking, except for areas mandated and enforced by state law: Yellow (Fire Lane), Blue (Handicapped). Visitor and other reserved areas are designated by signage. Please observe all parking regulations to ensure fairness to everyone attending Daytona State .

Parking fines are \$5, \$7.50 and \$10. Unpaid fines will result in a hold on student records, diplomas, transcripts and future registrations. Repeat or flagrant offenders may be towed at the owner's expense.

Students wishing to challenge a parking ticket issued by Campus Safety need to attend an informal meeting with the Director of Campus Safety, Bldg. 540 on the Daytona Beach Campus, from 8-9 a.m. on any Wednesday. Students on all other campuses should contact the Provost's Office for an appointment. If necessary, the student will receive a referral to the Office of Judicial Affairs to file a grievance.

Speed Limit – The speed limit on campus is 10 mph unless posted otherwise.

Student Insurance

Medical insurance is mandatory for all international students. Daytona State offers insurance for international students through Bert Reams Insurance Services, Inc. That office can be reached at (386) 258-3770, ext. 338, or by emailing bcapeh60@aol.com.

Please contact International Affairs at (386) 506-3141, email matthed@daytonastate.edu . All other students may contact Bert Reams Insurance Services or other preferred insurance providers for their insurance needs.

Student Policies, Rights and Responsibilities

Daytona State College has established specific policies and procedures to ensure the rights, integrity and safety of all members of the college community. The academic integrity policy, grievance procedure, due process procedure, student code of conduct, AIDS policy, drug free schools and campuses policy and information on the appeals procedure are published in the student handbook and are available in the Office of the Vice President of Student Development,

Bldg. 100, Rm. 210, and the Counseling Center, Bldg. 100, Rm. 208, on the Daytona Beach Campus, and in the provost's office on other campuses.

Student Consumer Information

In order to provide students with information related to attending Daytona State College, the following reports, policies and general information are available to students at the Web sites indicated, or by requesting a printed copy from the respective office.

Academic Programs and Policies - The complete list of programs and course descriptions can be found in the college catalog. The catalog also has links for academic information and graduation requirements, and for policies regarding academic standards of progress.

Student Privacy Information – The Family Educational Rights and Privacy Act (FERPA) provides certain rights to students related to educational records. This information can be found in the college catalog or is available from the Records Office, Building 100 on the Daytona Beach Campus. FERPA regulations pertain to the release of student records to third parties, including parents, and the right to review and amend student records. For more information: http://www.daytonastate.edu/catalog/admission_info/records_student_info_svcs.htm.

Campus Crime Statistics and Safety Policies – This information is available from Campus Safety, Bldg. 540 on the Daytona Beach Campus, or from campus safety on any branch campus. For more information: http://www.daytonastate.edu/campus_safety/index.html.

Financial Assistance Information – The Financial Aid Office administers all federal, state and local grant, loan, work, and scholarship programs. This information can be found in the college catalog, and from the Financial Aid Office, Building 100, on the Daytona Beach Campus, or at each of the branch campuses.

- For more information: http://www.daytonastate.edu/catalog/financial_information/financialindex.htm.
- For specific information about loans options and repayment options please see the following: <http://www.daytonastate.edu/financialaid/files/78184867C2444A38A9FC55D75DE18E66.pdf>.

Athletic Participation and Financial Support – Information about athletic program participation rates and financial support, and the annual completion and graduation rates of student athletes can be obtained from the Athletic Department, Building 310, Room 235 on the Daytona Beach Campus, or from the Athletic Department Web site at: <http://www.daytonastate.edu/athletics/main.html>

Drug Free Workplace – In compliance with the Drug Free Schools and Campuses Act of 1989, Daytona State prohibits the illegal use, purchase, sale, distribution, manufacture, or possession of drugs and alcohol on its campuses, or at any college-related activities. This policy applies to all employees and students. Employees, students and job applicants are required to receive information and or sign a Drug Free Certification form at the time of admission to the college. For more information: http://www.daytonastate.edu/campus_safety/drug_policy.html.

Graduation/Completion and Transfer-out Rates – This information is available on the Daytona State Web or from the Office of Institutional Research, Building 100 on the Daytona Beach campus. To access online, please go to: <http://www.daytonastate.edu/catalog/publications/GRSFA07.pdf>.

Institutional Information – Information about Daytona State regarding its academic and financial policies and practices can be found throughout the online college catalog. Searches can be done to find specific information about the cost of attending Daytona State, including the tuition and fees charged, estimates for the cost of books and necessary supplies, and any additional program costs. In addition, the catalog includes information regarding refund policies, the requirements and procedures for officially withdrawing from the institution, a summary of the requirements for the return of title IV grant or loan assistance, a listing of the academic programs of the institution, including the current degree programs and other educational and training programs, the instructional, laboratory, and other physical facilities which relate to the academic program; and the institution's faculty and other instructional personnel. Other information in the catalog includes: The names of associations, agencies or governmental bodies that accredit, approve, or license the institution and its programs and the procedures by which documents describing that activity may be reviewed; a description of the facilities and services available to disabled students and how to access the services; and information about study abroad and other consortia programs.

Other information of a general demographic nature can be found at:
<http://www.daytonastate.edu/ir/facts.html>.

Voter Registration Information - Voter registration forms are available from the Records Office, Building 100, on the Daytona Campus, from the Student Activities Office, and from your County Supervisor of Elections Office of your permanent home.

- The website for Volusia County is: <http://volusia.org/elections/reginfo.htm>.
- The website for Flagler County is: <http://www.flaglerelections.com/register.htm>.

Office of Student Appeals

The appeals process provides students an opportunity to appeal (based on documented **extraordinary** circumstances*). The college will accept an appeal of the college policies in certain rare situations to assist students with documented circumstances involving prolonged hospitalization, serious illness, and death of an immediate family member or non-voluntary military activation. Students must attach to the appeal application proof from health providers, clergy, attorneys or other professional to verify the extraordinary circumstance. **Appeals may be submitted for the following reasons: financial aid suspension, waiver of full cost of tuition, fourth attempt permission, withdraw from a class after posted the deadline to receive a “W” grade; requests for grade change from “F” to “W” and refund of tuition after the posted drop period.**

The appeal application must be complete with all supporting information attached and submitted to the Question & Answer Center, Daytona Beach campus, building 100, room 112 or to the Falcon Center on any campus. Incomplete applications without supporting information WILL NOT be reviewed or considered. In some cases, the appeal application will be forwarded to the Appeals Committee for review, in other cases; the Question & Answer Center will be authorized to act on the appeal application.

Students are advised that issues involving child care, transportation, employment changes and normal pregnancy ARE NOT considered eligible circumstances for the college appeal process. Students are also advised that in all circumstances, part of the decision process will be to review the requested appeal in relation to the disbursement of financial aid and financial regulations regarding student enrollment. Students should be aware that many times the academic and administrative actions requested and approved by the appeal process may adversely affect the student with regard to the impact on the receipt of past financial assistance that is governed by separate federal policies and procedures. Therefore, the college requires that each student

making an appeal verify and check with the Office of Financial Aid that the requested appeal will not adversely affect their financial aid status or payments PRIOR TO submitting an appeal.

All appeal applications and supporting information used as documentation are subject to verification for authenticity. If it is determined that documents have been forged or misrepresent the facts, disciplinary action will be taken. A student found in violation in this situation will not be allowed to file further appeals of the category in which violation was found. Disciplinary action may also include dismissal from the college.

Examples of acceptable appeal information used as documentation include:

- Legal documents such as a death certificate or military orders
- Dated and signed statements on official letterhead from an attorney, physician, or clergy verifying the extenuating circumstances and explaining why the student could not complete the course or semester.

Appeals Decisions

All appeals will be reviewed and processed in the order that they are received provided that the appeal application is complete, submitted by the deadline and all relevant supporting verification is attached to the application.

Appeal decisions will be made as soon as possible, considering that some appeal decision will require contact and verification with faculty members, the College Records, Financial Aid, Bursar, Academic Affairs, Student Development and/or the Judicial Affairs Office.

Appeal decision will be sent to the student's FalconMail account.

Grade Changes & Academic Disputes

Informal Grievance Process for Academic Disputes: The College provides an informal procedure to assist faculty and students in resolving grade change requests and academic disputes. The teaching faculty is authorized to issue grades based on their assessment of the student's level of performance, participation, quality and quantity of work. However, students who believe a faculty member has issued an incorrect grade(s) based on written documentation may seek recourse through the Informal Grievance Process, as outlined below: It is the student's responsibility to request a conference with the instructor (s) involved within 10 calendar days after the grade is issued. If the student and the instructor agree on the terms and conditions of a grade change or grade dispute, the matter will be resolved. If the student disagrees with the instructor and needs assistance, the student may contact a college Counselor/Student Advocate on any Daytona State College campus location. The Counselor/Student Advocate may arrange a meeting with the student, the instructor and/or the academic department chairperson in an effort to resolve the grade dispute or request to change a grade. If however the issue remains unresolved, the college counselor/student advocate may conduct mediation or refer the matter to the Academic Dean who has the authority to make a final decision regarding grades in the informal process.

Formal Grievance Process for Academic Disputes: The academic dean may refer a student to the Vice President of Academic Affairs for a review of the matter in question. The student may be contacted and notified of the Vice President's decision by telephone, in person or by letter. The Vice President of Academic Affairs reserves the option to uphold the dean's decision or render an alternate administrative decision. The College President reserves the right to review and/or alter any decision.

ACADEMIC INTEGRITY CODE

Daytona State College is committed to providing students with quality instruction, guidance and opportunities for academic and career success by fostering academic excellence in a supportive and personalized learning environment. Maintaining high standards of academic honesty and integrity in higher education is a shared responsibility and an excellent foundation for assisting you in making honorable and ethical contributions to the profession for which you are preparing. In order to preserve academic excellence and integrity, the College expects you to know, understand and comply with the Academic Integrity Code, which prohibits academic dishonesty in any form, including, but not limited to, cheating and plagiarism. Grades conferred by instructors are intended to be accurate and true reflections of the coursework actually produced and submitted by you.

Suspected violations of the student academic dishonesty code may be reported to the appropriate academic program chair and or dean for resolution. In some cases, students may also be reported to the Judicial Affairs Office for intervention or appropriate discipline action.

Forms of Academic Dishonesty

Cheating - Defined as receiving or giving unauthorized assistance on a quiz, test, exam, paper or project or unauthorized use of materials to complete such; collaborating with another person(s) without authorization on a quiz, test, exam, paper or project; or taking a quiz, test or exam for someone else or allowing someone else to do the same for you.

Plagiarism - Submitting work in which words, facts or ideas from another source are used without acknowledging that the material is borrowed, whether from a published or unpublished source. For specific instructions on how to document information from other sources, students should check with their instructors, academic departments or the Student Academic Support Center for reference.

Fabrication - Listing sources in a bibliography that one did not actually use in a written assignment, or presenting false, invented or fictitious data/information in a written assignment.

Other Academic Misconduct

Other academic misconduct includes, but is not limited to:

- In a testing situation, conduct, such as looking at a classmate's test, talking to a classmate or leaving the classroom without the instructor's or test proctor's permission, using cell phones or text messages.
- Obtaining by theft/purchase OR selling/giving part or all of a test.
- Altering or attempting to alter academic records of the College which relate to grades; being an accessory to same.
- Use of unauthorized materials or electronic devices during testing in any of the college Assessment Centers or College approved off-campus testing locations.
- Violation of copyright laws and/or unapproved use of intellectual property.

The Resolution Process for Academic Dishonesty

1. The professor or instructor conducting the course will notify the student verbally or by written form that the student is suspected of academic dishonesty and propose an appropriate resolution.
2. A student may also schedule a meeting with the ombudsperson (student advocate). The ombudsperson is a counselor located on each campus who will listen to the complaint, situation, problem and issues involving the matter and offer assistance in order to resolve the matter.
3. If the matter is not resolved with the instructor, he/she has the option of scheduling a meeting with the appropriate program chair. The program chair will review the matter and offer an appropriate resolution.

4. If the matter is not resolved with the program chair, the student has the option to request a meeting with the Academic Dean of the area. The Academic Dean is authorized to make the final academic decision.
5. The student has the option of requesting a formal Administrative appeal to the Vice President of Student Development.
6. After the letter of appeal is received, the vice president of Student Development may confer with the vice president of Academic Affairs. Once a decision is rendered, the student will be notified of the outcome, which is the final stage of the College formal process for resolving student matters.

Student's Grade

Until a decision is rendered, the student may not receive a grade for the test or project in question. If a decision has not been made by the end of the semester in which the incident occurred, a grade of "Incomplete" may be assigned until the matter is resolved. If the student is found not in violation of academic dishonesty, the test/project will be graded and a grade will be assigned. If it is determined that the student is in violation of academic dishonesty, a grade of "0"/"F" will be given for the assignment/course in question. Additional discipline sanctions may also be administered by the Judicial Affairs Office.

STUDENT CODE OF CONDUCT

Daytona State College is responsible for providing a safe learning environment in which all of its students can realize their academic and career goals and participate in the teaching and learning experience. The College experience is a privilege that is afforded to students. All students are expected to abide by and held accountable for violations of the college code of conduct rules.

Students who choose to be a member of the College community accept the responsibility to be informed and acquainted with College regulations, to comply with these regulations and to respect the personal rights and property of other members or guests of the College community.

Daytona State College reserves the right to determine when its Student Code of Conduct rules have been violated and to administer disciplinary actions for conduct that is inconsistent with the college's acceptable behavioral policies, procedures and practices. Students who are accused of violating the code of conduct rules may be provided an opportunity to personally respond or submit a written response to an allegation unless a campus/ college restriction is authorized by the Campus Safety Office, Judicial Affairs Office, Law Enforcement Officials, Dean of Student Success, and/or the vice president of Student Development or his/her designee.

Student Disciplinary Committee

A Student Disciplinary Committee (SDC) or College Intervention Team may be convened by the Judicial Affairs Officer, Dean of Student Success, or the Vice President of Student Development to resolve student violations of the College Student Code of Conduct Rules. The SD Committee or College Intervention Team membership may include, but not be limited to, College faculty, administrators, staff or student representatives recommended by the College Student Government Association. The College Administrative Staff reserves the right to refer any violations of civil and or criminal law to the appropriate law enforcement agencies for disposition.

Student Due Process Procedures

Students that are accused of or involved in an incident which results in a judicial administrative meeting or conduct violation fact-finding meeting with college officials may be afforded the following due process procedures: The student may be required to appear before a college administrator or the college Judicial Affairs Officer. During the fact-finding meeting, the information in dispute and related circumstances will be reviewed, and the student will have an opportunity to present his or her viewpoint.

1. Students who are accused of violating the College Code of Conduct Rules may be requested to appear before an authorized college official. The notice to appear may be issued by telephone, personal hand delivery, campus safety office notice and/or by regular or certified U.S. mail. The college judicial affairs officer may arrange a personal meeting with the student, who at the time of this meeting, will obtain verbal and/or written

- accounts of the incident(s), collect relevant information, such as time, place and names of others that may be involved, if applicable.
2. Students who report and self identify documented disabilities must contact the Student Disability Services Office and provide written verification of their disability from a licensed psychiatrist or a licensed medical physician. The documentation must be approved by the Student Disability Services Office and must meet all of the criteria for receiving assistance prior to attending a judicial meeting or discipline hearing. Students with disabilities are responsible for complying with the college code of conduct rules.
 3. Students under the age of eighteen (18) that may be required to attend an administrative meeting or conduct violation meeting may submit written authorization from a parent or guardian to attend.
 4. The College Campus Safety Office and the Judicial Affairs Officer are authorized to issue an immediate restriction from a specific classroom, building, campus or the entire college until an administrative meeting is convened. The Judicial Affairs Officer is authorized to place a registration or trespass hold on a student's record in order to ensure compliance with the college's code of conduct rules or specific verbal and/or written instructions. The Dean of Student Success is authorized to require a student to complete a mandatory Mental Health Evaluation by a Daytona State College licensed professional as a condition of their attendance or return to the college.

Office of Student Judicial Affairs

The Office of Student Judicial Affairs is responsible for investigating complaints and concerns regarding students who are accused of violating the college code of conduct rules. This office also is responsible for attempting to resolve student discipline concerns and assisting to ensure that students are afforded due process in procedures involving student discipline matters.

The Judicial Affairs Office is located on the Daytona Beach Campus. Student discipline hearings are held in the College Campus Safety Office, building 540. This office investigates student discipline issues and allegations of violations of the Daytona State Student Code of Conduct Rules published in the Student Handbook.

The Judicial Affairs Office attempts to gather the facts and considers available options for resolution or discipline actions. The office helps to arrange Administrative Resolution Meetings or scheduling Judicial Hearings before a Student Disciplinary Committee in order to provide the student an opportunity to respond to the allegation or complaint in person. The College Judicial Affairs Officer or the Student Disciplinary Committee is authorized address the matter and determine an appropriate outcome.

Women's Center/Center for Education and Alternative Resources

For more than three decades, the Women's Center at Daytona State College has provided educational, career, financial, and personal support and assistance to the residents of Volusia and Flagler counties. The Women's Center offers a variety of programs and services to help individuals achieve and maintain personal, academic and economic self-sufficiency.

- **Fresh Start** – This program prepares individuals 35 and over to successfully transition from homemaker to employment and/or education. Participants have the opportunity to explore career and educational options, develop personal awareness, establish and achieve goals, build confidence and self-esteem, master the art of finding and keeping a job, obtain referrals to community resources, and develop financial awareness and personal planning.
- **New Directions** - This program is intended to serve the needs of single parents, single pregnant women, displaced homemakers, and non-traditional students (those whose

gender is represented by 25 percent or less in a certain career). New Directions helps students gain marketable skills to attain economic self-sufficiency through high-wage vocational training in approved AS, AAS and certificate programs by providing assistance for tuition, books and uniforms. Qualified students must demonstrate financial need and maintain a cumulative GPA of 2.5 or higher.

- **CCAMPIS (Child Care Access Means Parents in School) Program** – This program offers childcare assistance to low-income students in pursuit of post-secondary education by providing access to conveniently located approved child care services.
- **The English Literacy Civics Program** – This program is designed to meet the needs of the Hispanic population in Volusia and Flagler counties by providing education opportunities for students at every level of English speaking ability, including those who are bilingual. Services include ESOL classes, Adult Basic Education classes, Workplace Readiness, Citizenship, Computer Assisted Instruction, and Transition into College Credit and Certificate Programs.
- **Fresh Start/Adult Education Program for Men** - The Fresh Start Adult Basic Education Program is designed to provide male students who are in need of varying levels of literacy instruction in basic reading, math, language and pre-GED review. Students who successfully test at or above the ninth grade level may continue their education in either the Daytona State Adult High School or GED program. Students have the option to attend morning, afternoon or evening classes. Classes are provided free of charge. Upon attainment of the required literacy levels, students are eligible to receive tuition for a career and technical training certificate.

For more information, contact the Women's Center on these Daytona State campuses:

- **Daytona Beach Campus**
Bldg. 100, Rm. 218 (386) 506-3068
- **DeLand Campus**
Bldg. 7, Rm. 132, (386) 785-2028
- **Deltona Campus**
Bldg. 1, Rm. 211 (386) 789-7320
- **Flagler/Palm Coast Campus**
Bldg. 1, Rm. 116, (386) 246-4871

Crime Statistics

The Daytona State College Annual Security Report contains statistics for the previous three years concerning reported crimes that occurred on-campus; in certain off-campus buildings or property owned or controlled by Daytona State; and on public property within, or immediately adjacent to and accessible from, the campus.

The report also includes institutional policies concerning campus security, such as policies concerning sexual assault, and other matters. You can obtain a copy of this report by contacting the Campus Safety office on any campus or by accessing the following web site:

http://www.daytonastate.edu/campus_safety/.

Transfer Information

If you plan to transfer to another four-year college or university, you should visit the Career Planning Center, where you can find:

- **CollegeSource Online** - An Internet program that provides full-text catalogs for more than 7,000 schools;

- College Blue Books and Chronicle Databooks that provide addresses, phone numbers and specific details such as admissions requirements and activities;
- Transfer manuals that give information about the specific background courses needed to prepare for various majors at Florida's state universities and some private colleges;
- A free transfer handbook with specific details of how to research a transfer institution and step-by-step guidance for a successful transfer process.

We encourage you to contact the institution where you plan to transfer early in your enrollment at Daytona State to determine the specific courses you need. Planning your transfer early will help ensure a smoother transition into your chosen college/university program.

ACADEMIC INFORMATION & GRADUATION REQUIREMENTS

Contemporary education should provide a level of knowledge that all members of our society must possess regardless of any specialized occupation or profession. To this end, Daytona State has designed its curriculum to provide you with sufficient knowledge which will permit you to be a more responsible, articulate and informed citizen.

College Preparatory Program

The College Preparatory Program at Daytona State helps students develop the skills essential for academic success. The curriculum emphasizes reading, communicating and learning through writing, basic mathematical concepts and effective life and study skills. The College Preparatory Program consists of non-college credit courses in reading, writing and mathematics and two college credit courses, *Intermediate Algebra* and *Dynamics of Student Success*, both of which can be used toward the A.A. degree.

For students, whose first language is not English, Daytona State offers college preparatory courses through its ESOL program in the [Department of Adult Education](#).

Assessment and Placement

Please note that assessment is mandatory for first-semester students.

All students entering Daytona State must take the Florida College Placement Test (CPT) or submit a state of Florida college ready diploma or acceptable Advanced Placement, SAT or ACT scores that exempt them from the college preparatory program or they must submit college transcripts that show the completion of Freshman English I or Intermediate Algebra.

Students who score below the minimum scores on one or more of the three sections of the CPT must complete college preparatory requirements prior to enrolling in college-level courses. Students have the following options at Daytona State:

- Complete Daytona State College Preparatory courses (ENC 0001, REA 0001, MAT 0002, MAT 0024) as placed by the assessment instrument. Students who place into the College Prep program for mathematics must complete Intermediate Algebra (MAT1033). Students who place into both ENC 0001 and REA 0001 must complete Dynamics of Student Success (SLS1122). MAT 1033 and SLS 1122 are college credit courses; however, MAT 1033 can only be used as elective credit toward the AA degree. Upon the successful completion of the College Prep program, students may enroll in college level courses for which the co-requisites or pre-requisites are met.
- The Academic Support Center offers Vocational Preparatory Instruction (VPI) for the TABE exam for those students who have not met the basic entry / exit level test requirements.

- Improve scores on the CPT by enrolling in courses offered by the Daytona State Adult Education Program. Students exercising this option must retake and pass the appropriate sections of CPT prior to enrolling in college level courses.
- Another option is to utilize the services of a private company to achieve higher scores on the CPT. Daytona State can provide a list of private companies, who have requested to be included on the list of such providers, including information on how to contact these companies. Students exercising this option must retake and pass the appropriate sections of the CPT prior to enrolling in college level courses. The list of providers is available from a counselor or advisor. *(Companies on the list of private providers are not affiliated with Daytona State in any way, and Daytona State does not endorse or warrant their services. Daytona State assumes no responsibility related to the operations of these providers, and specifically disclaims any and all liabilities resulting from or arising out of or in connection with students' use of their products and services.)*

Course Requirements – Based on students' college placement scores and the option they select to fulfill college preparatory requirements, they may enroll in one or more of the following college preparatory courses in reading, writing, math and student success:

	<i>College Prep Credits</i>
Reading	
REA 0001 Reading I	4
Writing	
ENC 0001 Writing I	4
Mathematics	
MAT 0002 Math I (Pre-Algebra)	4
MAT 0024 Math II (Elementary Algebra)	4
	<i>College Transfer Credits</i>
Intermediate Algebra	
MAT 1033 Intermediate Algebra	4
Student Success	
SLS 1122 Dynamics of Student Success	3

Students who place into the college prep program and who elect to enroll in Daytona State college preparatory courses will be provided a program of study by a counselor or advisor using the following guidelines:

- Reading, writing and math courses require weekly attendance at the Learning Center in addition to regular class sessions.
- Students must continue to enroll in the college prep courses until they complete the program and pass the College Prep Exit Exam.

Assessment of Prior Learning Experience (APLE)

Daytona State recognizes that students come to the institution from a variety of backgrounds. We value the training and knowledge you may have gained through experience. The Assessment of Prior Learning Experience (APLE) program, which includes APLE exams and portfolios, is designed to allow you to turn your skills and knowledge into college credit. Credit earned through

the APLE program can only be awarded in courses offered at Daytona State. Credit will not be awarded for courses in which you have already received credit.

To earn credit through the APLE program you must meet the following requirements:

- Be currently enrolled in a degree or certificate program at Daytona State and credit earned must be appropriately related to your degree or certificate program.
- Complete registration materials and pay all fees.
- Document learning of achievement of all outcomes of a specific course.

Bachelor of Applied Science Degree

The Bachelor of Applied Science in Supervision and Management program prepares individuals who already have skills in specific technical areas for supervisory and management roles and positions. Associate degree programs have prepared these individuals to enter the job market at entry-level or mid-level positions. Upper-level coursework in the Bachelor of Applied Science in Supervision and Management program broadens their knowledge in applied management practices and prepares them for supervisory and management opportunities within their technical fields. Those with Associate's degrees are eligible to apply for admission to Daytona State's Bachelor of Applied Science in Supervision and Management program. *For more information, please see the section on the Bachelor of Applied Science in Supervision and Management program in the catalog, visit the website at <http://www.daytonastate.edu/bachelor>, call (386)506-4BAS, or email BASinfo@daytonastate.edu.*

Associate of Arts Transfer Degree Program

Daytona State College's AA degree transfer program is as easy as 2+2. Two years at Daytona State followed by two years in Daytona State's Bachelor of Applied Science degree program, or two years at a college or university that is part of our University Center or located elsewhere. You spend your first two years at Daytona State taking the same courses you would take if you were a freshman or sophomore at a four-year institution. That means you plan your program of study around the major or career you want to pursue and the four-year institution you plan to attend. You graduate with your AA degree from Daytona State, transfer to the four-year program and earn your bachelor's degree. This is exemplified by our Athletic Training Education Program.

Daytona State students perform better in the same courses as four-year college or university freshmen and sophomores. They have been doing so consistently for years. More than 90 percent of our AA degree graduates transfer to state four-year institutions. Our graduates usually earn better grades than their friends who started at the four-year schools.

Our courses are designed to meet standard four-year institution requirements; however, you should know the requirements of the four-year college or university you plan to attend. Different majors require a specific course of study during the first two years of college.

Colleges and universities periodically change their requirements for a major. Information about majors and the Florida colleges and universities that offer them are available in the Career Planning Center.

State of Florida Articulation Agreement

According to the articulation agreement among all Florida public institutions of higher learning, students who receive the Associate of Arts degree from Daytona State are guaranteed entry into one of Florida's four-year upper division public institution as juniors. Daytona State also maintains a similar agreement with most of the state's private institutions.

Although an AA degree guarantees admission to an upper division institution, it does not guarantee acceptance to a particular university's selected, special or limited access programs. Associate of arts degree recipients compete for admission to these programs on the same basis as students already enrolled at these institutions.

General Education Mission Statement

General education at Daytona State College constitutes the academic preparation for participation in a pluralistic society and global community and is the basis for lifelong learning. It is a framework for the acquisition and use of broad bodies of knowledge and a foundation of intellectual, social and ethical skills and behaviors. Through the general education curriculum, students will:

- acquire basic understandings of the humanities and cultural arts; mathematics; the social, behavioral and natural sciences; and an appreciation of their interrelatedness;
- develop computer literacy and the ability to access, evaluate and manipulate data electronically;
- develop effective written and oral communication skills;
- develop mathematical understandings and computational skills;
- develop evaluative and problem-solving skills to make informed judgments in a variety of contexts.

General education requirements comprise an important part of the hours necessary for the associate of arts, associate of applied science and associate of science degrees. Daytona State College considers the knowledge, skills and attitudes cultivated by the general education curriculum vital for educated men and women in our society.

Requirements for the Associate of Arts Degree

You are required to complete 60 hours of transferable college level credit to receive an AA degree. Florida State Board of Education Administrative Rule 6A-10.024 (3a) requires 36 semester hours of general education courses, excluding college prep courses. The remaining 24 credit hours are elective credits. Graduates must also meet the requirements of the Gordon Rule, a state mandated foreign language requirement, and may need to take the CLAST (see below). You also must meet the Daytona State College residency requirements and have a cumulative 2.0 GPA and a Daytona State 2.0 GPA.

Foreign Language Requirements

Completion of two years of the same foreign language in high school **or** eight college semester credits of the same foreign language **or** eight college semester credits in American Sign Language (ASL 2140/2140L and ASL 2150/2150L). Foreign language courses satisfy **elective** credits toward the AA degree.

CLAST (College Level Academic Skills Test)

Students must earn passing scores or meet eligibility standards for CLAST alternatives to fulfill graduation requirements. Students should register for the CLAST or determine eligibility for alternatives after completing:

- **18 college level hours of course work**
- **ENC 1101**
- **One Gordon Rule college level math course**

Gordon Rule

Florida State Board of Education Rule 6A-10.030, commonly referred to as “The Gordon Rule”, requires students to complete six (6) semester hours of English coursework in which the student is required to demonstrate college-level writing skills through multiple assignments and to complete six (6) semester hours of mathematics coursework at the level of college algebra or higher. Each course used to satisfy this rule must be completed with a grade of C or higher.

*Courses that satisfy the Gordon Rule are part of the General Education Core and are denoted with an *.*

Prior to enrollment in college level English or math courses, some students may be required to complete college preparatory course work.

General Education Core

The state mandated 36 hours of general education are distributed in the following areas:

Communications (English)	9 (<i>Credits</i>)
Mathematics	6
Sciences (Biological & Physical	6
Humanities, Cultural & Aesthetic	3
Behavioral & Social Sciences	3
Health & Wellness	3
Political, Economic & Business	3
Historical & Global	3

TOTAL GENERAL EDUCATION	36 credits
--------------------------------	-------------------

Elective Core

The remaining 24 credit hours are elective and must be selected from the list of **College Transfer Elective Courses**. However, it is recommended that you know the requirements of the senior university you plan to attend and that you work with your faculty advisor or an academic advisor to select electives to fulfill the prerequisites for your major.

TOTAL ELECTIVE CREDITS	24 credits
------------------------	------------

TOTAL CREDIT HOURS FOR THE AA DEGREE	60 credits
---	-------------------

GENERAL EDUCATION CORE COURSE SELECTION LISTINGS

36 Total Hours Required

Credit hours for each class are listed in parentheses after the course title.

*Courses marked with an * are Gordon Rule courses and require a “C” or better.*

COMMUNICATIONS CORE (English)

Nine credit hours required - Must have at least a "C" in all courses. College preparatory courses (which do not fulfill core requirements) may be required.

- * ENC 1101 College Composition (3) **(Required)**
- * ENC 1102 Literature and Composition (3) **(Required)**
- * SPC 2600 Oral Communication/Research/Presentation Skills (3) **or**
- * RTV 2300 Broadcast Research/Newsriting/Presentation Skills (3)

MATHEMATICS CORE

Six credit hours required - Choose two courses. Must have at least a "C" on all mathematics courses. College preparatory or prerequisite courses which do not fulfill core requirements may be required.

- MAC 1105 College Algebra (3)
- MAC 1114 College Trigonometry (3)
- MAC 1140 Pre-Calculus Algebra (3)
- MAC 2233 Calculus for Business and Nonphysical Sciences I (3)
- MAC 2311/2311L Calculus I and Lab (4)
- MAC 2312/2312L Calculus II and Lab (4)
- MAC 2313/2313L Calculus III and Lab (4)
- MAP 2302/ 2302L Differential Equations and Lab (3)
- MGF 2106 College Mathematics (3)
- MGF 2107 Mathematics for Liberal Arts (3)
- STA 2023 Elementary Statistics (3)

SCIENCES CORE

*Six credit hours required: three credits from biological sciences and three credits from physical sciences. **ALL science courses require ENC 1101 as a prerequisite or corequisite.***

Biological Sciences

BOT 1010/1010L General Botany and Lab (4)
BSC 1005 Survey of Biological Science (For Non-Science Majors) (3)
BSC 1010/1010L General Biology I (For Science Majors) and Lab (4)
BSC 1020 Human Biology (3)
BSC 2930 Biological Themes in Film (3)
OCB 2000/2000L Introduction to Marine Biology and Lab (4)

or both

BSC 1085/1085L Human Anatomy & Physiology I and Lab (4)

and

BSC 1086/1086L Human Anatomy & Physiology II and Lab (4)

Students who choose the BSC 1085 /1086 option to fulfill the biological science core requirements can use remaining credits to fulfill elective hours as appropriate. Both courses must be successfully completed to satisfy the biological sciences core requirements.

Physical Sciences

All of the following courses require MAT 1033 or higher as a prerequisite or corequisite.

AST 1002 Astronomy (3)
CHM 1025 Introduction to Chemistry (4)
CHM 1045/1045L General College Chemistry I and Lab (4)
*GLY 2010/2010L Physical Geology and Lab (4)
MET 2010 Meteorology (3)
OCE 1001 Introduction to Oceanography (3)
PHY 1053/1053L College Physics I and Lab (4)
PHY 2048/2048L University Physics I and Lab (5)
PSC 1121 Physical Science (3)

* The requirement of MAT1033 is not applicable to this course.

Note: For those students selecting a four hour science course, three hours are applied to the general education core area and one is applied to the appropriate elective hour.

HUMANITIES, CULTURAL & AESTHETIC CORE

Three credit hours required - Choose one course. Must have at least a "C" in all courses.

The following courses require College Composition (ENC 1101) as a prerequisite.

- AML 2023 Contemporary American Literature
- AML 2052 Modern American Literature
- AML 2600 Introduction to African American Literature
- ENL 2931 Selected Topics in Shakespeare
- LIT 2110 Masterpieces of World Literature I
- LIT 2030 Understanding Poetry
- LIT 2040 Dramatic Literature
- LIT 2120 Masterpieces of World Literature II
- LIT 2380 Literature by Women
- LIT 2602 Literature of the Sea

The following courses require College Composition (ENC 1101) as a prerequisite or corequisite.

- ARH 1000 Art Appreciation (3)
- HUM 2210 Humanities I (3)
- HUM 2230 Humanities II (3)
- MUH 2051 Introduction to the Music of the World's Peoples (3)
- MUL 1010 Music Appreciation (3)
- MUL 2380 Popular Music in America (3)
- THE 1000 Dramatic Appreciation (3)

BEHAVIORAL & HUMAN (SOCIAL) SCIENCES CORE

*Three credit hours required - Choose one course. Must have at least a "C" in all courses. All courses require College Composition (ENC 1101) as **prerequisite** or **corequisite**. See course descriptions.*

- DEP 2004 Developmental Psychology (3)
- PSY 1012 General Psychology (3)
- SYG 2000 Introduction to Sociology (3)

HEALTH & WELLNESS CORE

Three Credit hours required - Choose one course.

- *CLP 2001 Psychology of Adjustment (3)
- HLP 1081 Fitness Assessment and Improvement (3)
- HSC 2400 First Aid, Responding to Emergencies (3)
- HUN 1201 Human Nutrition (3)
- PET 2084 Personal Health and Wellness (3)
- SLS 1122 Dynamics of Student Success (3)

**CLP 2001 requires College Composition (ENC 1101) as a prerequisite or corequisite.*

POLITICAL, ECONOMIC & BUSINESS CORE

Three credit hours required - Choose one course. Must have at least a "C" in all courses. All courses require College Composition (ENC 1101) as **prerequisite** or **corequisite**. See course descriptions.

- CPO 2001 Comparative Government (3)
- ECO 2013 Principles of Macro Economics (3)
- ECO 2023 Principles of Micro Economics (3)
- GEB 2430 Business Ethics (3)
- ISS 1120 American Political & Economic Issues (3)
- POS 2112 State and Local Government (3)
- POS 2041 American Federal Government (3)

HISTORICAL & GLOBAL CORE

Three credit hours required - Choose one course. Must have at least a "C" in all courses. All courses require College Composition (ENC 1101) as **prerequisite** or **corequisite**. See course descriptions.

- AMH 2010 United States History to 1877 (3)
- AMH 2020 United States History 1865 to Present (3)
- AMH 2042 American Social History 1860 to Present (3)
- AMH 2045 American Maritime History (3)
- AHM 2059 The Vietnam War (3)
- AMH 2091 Survey of African American History (3)
- EUH 2000 History of Western Civilization to 1648 (3)
- EUH 2001 History of Western Civilization 1648 to Present (3)
- GEO 2000 World Geography (3)
- GEO 2420 Cultural Geography (3)
- INR 2002 International Relations (3)
- PHI 2001 Introduction to Philosophy I (3)
- PHI 2600 Introduction to Ethics (3)
- REL 2300 World Religion (3)
- WOH 2012 World History I (3)
- WOH 2022 World History II (3)

College Transfer Elective Courses

Elective courses are grouped by Associate of Arts Program Major Codes. Additional elective courses are also shown. The major program codes are:

0100	Undecided
7150	Liberal Arts
7200	Behavioral and Human Sciences -General
7210	Psychology
7211	Marriage and Family (Relational)
7212	Experimental/Research
7213	Clinical/Counseling
7214	Developmental Psychology
7215	Sociology
7220	Education - Transfer, General
7221	Elementary Education
7222	Exceptional Education
7223	Secondary Math Education
7224	Secondary Biology Education
7225	Secondary Physics Education
7226	Secondary Chemistry Education
7227	Secondary Earth/Space Science Education
7300	Economics and Business - General
	Accounting
	Economics
	Finance
	General Business
	Management
	Marketing
7400	Communications – General
7405	Advertising/Public Relations
7410	English
7415	Foreign Languages
7420	Journalism
7425	Television / Radio Broadcasting
7500	Historical, Political and Global - General
7505	Geography
7510	History
7515	International Relations
7520	Political Science
7525	Pre-Law
7600	Humanities & Arts - General
7605	Performing Arts
	Acting/Theatre
	Dance
	Music
7610	Art
	Fine Arts
7615	Philosophy
7620	Photography
7625	Religion
7700	Mathematics and Technology - General
7705	Architecture (Pre-)
7710	Computer Science
7715	Digital Media
	Animation
7720	Engineering

	7725	Library and Information Science
	7730	Math/Statistics
7800	Public Service - General	
	7805	Criminal Justice Criminology
	7810	Legal Studies
	7815	Social Work
7900	Science - General	
	7905	Agriculture
	7910	Astronomy
	7915	Athletic Training/Sports Medicine
	7920	Biology Botany Marine Biology Microbiology Zoology
	7925	Chemistry
	7930	Dietetics/Nutrition
	7935	Environmental Science and Public Policy
	7940	Forestry and Conservation
	7945	Forensic Science
	7950	Meteorology
	7955	Pre-Bachelors of Science Nursing (BSN)
	7960	Pharmacy (Pre-)
	7965	Pre-Professional Chiropractic (Pre-) Dentist (Pre-) Medicine (Pre-) Physical Therapy (Pre-) Veterinarian (Pre-)
	7970	Radiology (Pre-)

It is recommended that you know the requirements of the senior university you plan to attend and that you work with your faculty advisor or an academic advisor to select electives to fulfill the prerequisites for your major.

COMMUNICATIONS

ASL 2140 American Sign Language I (3)
ASL 2140L American Sign Language I Lab (1)
ASL 2150 American Sign Language II (3)
ASL 2150L American Sign Language II Lab (1)
ENC 2210 Report Writing (3)
ENC 2341 Article Writing (3)
FRE 1120/1120L Elementary French I Concentrated and Lab (4)
FRE 1121/1121L Elementary French II Concentrated and Lab (4)
FRE 2220/2220L Intermediate French Reading and Conversation I and Lab (4)
FRE 2221/2221L Intermediate French Reading and Conversation II and Lab (4)
GER 1120/1120L Elementary German I Concentrated and Lab (4)
GER 1121/1121L Elementary German II Concentrated and Lab (4)
GER 2220/2220L Intermediate German Reading and Conversation I and Lab (4)
GER 2221/2221L Intermediate German Reading and Conversation II and Lab (4)
ITA 1120/1120L Elementary Italian I Concentrated and Lab (4)
ITA 1121/1121L Elementary Italian II Concentrated and Lab (4)
ITA 2220/2220L Intermediate Italian Reading and Conversation I and Lab (4)
ITA 2221/2221L Intermediate Italian Reading and Conversation II and Lab (4)
JOU 1100 Introduction to Journalism (3)
MMC 1000 Introduction to Mass Communication (3)
ORI 2000 Fundamentals of Oral Interpretation (3)
PHI 1100 Practical Logic (3)

POR 1120/ 1120L Elementary Portuguese I Concentrated and Lab (4)
 POR 1121/ 1121L Elementary Portuguese II Concentrated and Lab (4)
 RTV 2102 Writing for Radio and Television (Broadcast Writing) (3)
 RTV 2300 Broadcast Research/Newsriting/Presentation Skills (3)
 SPC 2600 Oral Communication/ Research/Presentation Skills (3)
 SPN 1120/1120L Elementary Spanish I Concentrated and Lab (4)
 SPN 1121/1121L Elementary Spanish II Concentrated and Lab (4)
 SPN 2220/2220L Intermediate Spanish Reading and Conversation I and Lab (4)
 SPN 2221/2221L Intermediate Spanish Reading and Conversation II and Lab (4)

MATHEMATICS, SCIENCE & TECHNOLOGY

AST 1002 Astronomy (3)
 BOT 1010/1010L General Botany and Lab (4)
 BSC 1005 Survey of Biological Science (For Non-Science Majors) (3)
 BSC 1005L Survey of Biological Science Lab (For Non-Science Majors) (1)
 BSC 1010/1010C General Biology I (For Science Majors) and Lab (4)
 BSC 1011/1011L General Biology II (For Science Majors) and Lab (4)
 BSC 1020 Human Biology (3)
 BSC 1085/1085L Human Anatomy and Physiology I and Lab (4)
 BSC 1086/1086L Human Anatomy and Physiology II and Lab (4)
 BSC 2930 Biological Themes in Film (3)
 CHM 1025 Introduction to Chemistry (4)
 CHM 1045/1045L General College Chemistry I and Lab (4)
 CHM 1046/1046L General College Chemistry II and Lab (4)
 CHM 2120/2120L Introduction to Analytical Chemistry and Lab (4)
 CHM 2205/2205L Introduction to Organic and Biochemistry and Lab (4)
 CHM 2210/2210L Organic Chemistry I and Lab (4)
 CHM 2211/2211L Organic Chemistry II and Lab (4)
 GLY 2010/2010L Physical Geology and Lab (4)
 MAC 1105 College Algebra (3)
 MAC 1114 College Trigonometry (3)
 MAC 1140 Pre-Calculus Algebra (3)
 MAC 2233 Calculus for Business and Nonphysical Sciences I (3)
 MAC 2311/2311L Calculus I and Lab (4)
 MAC 2312/2312L Calculus II and Lab (4)
 MAC 2313/2313L Calculus III and Lab (4)
 MAP 2302 Differential Equations (3)
 MCB 1010/1010L Microbiology and Lab (4)
 MET 2010 Meteorology (3)
 MGF 2106 College Mathematics (3)
 MGF 2107 Mathematics for Liberal Arts (3)
 OCB 2000/2000L Introduction to Marine Biology and Lab (4)
 OCE 1001 Introduction to Oceanography (3)
 PCB 2202 Cell Physiology (3)
 PCB 2510/2510L Human Genetics and Lab (4)
 PHY 1053/1053L College Physics I and Lab (4)
 PHY 1054/1054L College Physics II and Lab (4)
 PHY 2048/2048L University Physics I and Lab (5)
 PHY 2049/2049L University Physics II and Lab (5)
 PHY 2101 Modern Physics (3)
 PSC 1121 Physical Science (3)
 STA 2023 Elementary Statistics (3)

HUMANITIES, CULTURAL & AESTHETIC

AML 2010 Early American Literature (3)
AML 2023 Contemporary American Literature (3)
AML 2052 Modern American Literature (3)
AML 2260 Southern Literature (3)
AML 2600 Introduction to African American Literature (3)
ARH 1000 Art Appreciation (3)
ARH 2050 Introduction to the History and Criticism of Art I (3)
ARH 2051 Introduction to the History and Criticism of Art II (3)
ART 1201/1201L Design I and Lab (3)
ART 1203/1203L Design II and Lab (3)
ART 1300/1300L Drawing I and Lab (3)
ART 1301/1301L Drawing II and Lab (3)
ART 1331/1331L Drawing III and Lab (3)
ART 1500/1500L Painting I and Lab (3)
ART 1501/1501L Painting II and Lab (3)
ART 1754/1754L Pottery Handbuilding I and Lab (3)
ART 1772/1772L Raku Pottery I and Lab (3)
ART 2400/2400L Printmaking I and Lab (3)
ART 2540/2540L Watercolor I and Lab (3)
ART 2701/2701L Sculpture I and Lab (3)
ART 2702/2702L Sculpture II and Lab (3)
ART 2710/2710L Stone Carving and Lab (3)
ART 2752/2752L Pottery Wheelthrowing I and Lab (3)
ART 2834 Museum and Gallery Practices (3)
CRW 2100 Fiction Writing (3)
DAA 1100 Modern Dance I (3)
DAA 1200 Classical Ballet I (3)
DAA 1500 Beginning Jazz Dance (3)
DAA 1520 Beginning Tap Dance (3)
DAA 2101 Modern Dance II (3)
DAA 2201 Classical Ballet II (3)
DAA 2501 Intermediate Jazz Dance (3)
DAA 2610 Dance Composition (3)
DAA 2640/2640L Choreography and Dance Ensemble and Lab (3)
DAA 2540 Musical Theater Dance (3)
DAN 1100 Introduction to Dance (3)
DAN 2740 Stretch & Placement (3)
DIG 1109 Digital Imaging Fundamentals (3)
DIG 2115 Digital Imaging Fundamentals II (3)
DIG 2132 Digital Art and Design (3)
ENG 2104 Latin American Literature in Film (3)
ENL 2012 Early English Literature (3)
ENL 2022 Nineteenth Century English Literature (3)
ENL 2280 Contemporary English Literature (3)
ENL 2931 Selected Topics in Shakespeare (3)
GRA 1741 Principles of Design and Color (3)
HUM 2210 Humanities I (3)
HUM 2230 Humanities II (3)
HUM 2480 Multi-Cultural Humanities(3)
LIT 2030 Understanding Poetry(3)
LIT 2040 Dramatic Literature (3)
LIT 2110 Masterpieces of World Literature I (3)
LIT 2120 Masterpieces of World Literature II (3)
LIT 2380 Literature by Women (3)
LIT 2602 Literature of the Sea (3)

MUH 2051 Introduction to the Music of the World's Peoples (3)
 MUL 1010 Music Appreciation (3)
 MUL 2380 Popular Music in America (3)
 MUN 1120/1120L College Band and Lab (3)
 MUN 1210/1210L Orchestra and Lab (3)
 MUN 1340/1340L Concert Choir and Lab (3)
 MUN 1362/1362L Madrigal Dinner Rehearsal and Performance and Lab (3)
 MUN 1710/1710L Jazz Ensemble and Lab (2)
 MUN 1720/1720L Contemporary Vocal Ensemble and Lab (3)
 MUT 1121/1121L Music Theory I and Lab (4)
 MUT 1122/1122L Music Theory II and Lab (4)
 MUT 2126/2126L Music Theory III and Lab (4)
 MUT 2127/2127L Music Theory IV and Lab (4)
 MVK 1111 Applied Music - Group (Piano) I & II (1)
 MVK 2121 Applied Music - Group (Piano) III & IV (1)
 MVS 1116 Beginning Class Guitar (1)
 MVS 2126 Intermediate Class Guitar (1)
 PGY 2000 History and Aesthetics of Photography (3)
 THE 1000 Dramatic Appreciation (3)
 THE 1035 Dramatics I (Acting) (3)
 THE 1036 Dramatics II (Acting) (3)
 THE 2037 Dramatics III (Theatre Production) (3)
 THE 2038 Dramatics IV (Theatre Production) (3)
 TPA 2200 Stagecraft (3)
 TPP 2190/2190L Theatre Rehearsal and Performance and Lab(3)

BEHAVIORAL & HUMAN (SOCIAL) SCIENCES

ANT 2000 Introduction to Anthropology (3)
 CCJ 1010 Introduction to Criminology (3)
 CCJ 1020 Introduction to Criminal Justice (3)
 CCJ 2647 Organized Crime (3)
 CCJ 2500 Juvenile Delinquency (3)
 CJC 1000 Introduction to Corrections (3)
 CJE 1670 Crime Scene Investigation (3)
 CJT 2100 Criminal Investigation (3)
 CLP 2001 Psychology of Adjustment (3)
 CLP 2140 Abnormal Psychology (3)
 DEP 2001 Infant and Child Psychology (3)
 DEP 2004 Developmental Psychology (3)
 DEP 2402 Psychology of Adulthood and Aging (3)
 DEP 2481 Death and Dying: Life and Living (3)
 EDF 1005 Introduction to Education (3)
 EDF 2030 Effective Classroom Management (3)
 EDF 2060 History of Education in the USA (3)
 EDG 2701 Teaching Diverse Populations (3)
 EDP 2002 Educational Psychology (3)
 EEX 2010 Introduction to Exceptional Education (3)
 EME 2040 Introduction to Educational Technology (3)
 EXP 2420 Animal Behavior and Training (3)
 HUN 1201 Human Nutrition (3)
 HUN 1270 Sports Nutrition (3)
 HLP 1081 Fitness Assessment and Improvement (3)
 HSC 2400 First Aid, Responding to Emergencies (3)
 INP 1390 Human Relations in the Workplace (3)
 MAE 2801 Elementary School Mathematics (3)
 PCO 2202 Counseling Techniques (3)

PET 2084 Personal Health and Wellness (3)
 PET 2621 Principles of Athletic Training (3)
 PET 2622/2622L Care and Prevention of Athletic Injuries and Lab (3)
 PPE 2001 Survey of Personality (3)
 PSB 2442 Addictions I - Psychology of Addictions (3)
 PSY 1012 General Psychology (3)
 PSY 2930 Special Topics in Psychology (3)
 SLS 1122 Dynamics of Student Success (3)
 SLS 1261 Dynamics of Student Leadership Development (3)
 SOP 2002 Introduction to Social Psychology (3)
 SOP 2772 Psychology of Human Sexuality (3)
 SYG 2000 Introduction to Sociology (3)
 SYG 2010 Social Problems and Deviance (3)
 SYG 2430 The American Family (3)

POLITICAL, ECONOMIC & BUSINESS

ACG 2022 Principles of Financial Accounting (4)
 ACG 2071 Principles of Managerial Accounting (4)
 BUL 2241 Business Law I (3)
 BUL 2242 Business Law II (3)
 CGS 2100 Microcomputer Applications (3)
 CPO 2001 Comparative Government (3)
 ECO 2013 Principles of Macro Economics (3)
 ECO 2023 Principles of Micro Economics (3)
 GEB 1011 Introduction to Business (3)
 GEB 2430 Business Ethics (3)
 ISS 1120 American Political and Economic Issues (3)
 MAN 2021 Principles of Management (3)
 MAR 2720 Introduction to E-Commerce (3)
 POS 2112 State and Local Government (3)
 POS 2041 American Federal Government (3)

HISTORICAL & GLOBAL

AMH 2010 United States History to 1877 (3)
 AMH 2020 United States History 1865 to Present (3)
 AMH 2042 American Social History 1860 to Present (3)
 AMH 2045 American Maritime History (3)
 AHM 2059 The Vietnam War (3)
 AMH 2091 Survey of African American History (3)
 EUH 2000 History of Western Civilization to 1648 (3)
 EUH 2001 History of Western Civilization 1648 to Present (3)
 GEO 2000 World Geography (3)
 GEO 2420 Cultural Geography (3)
 INR 2002 International Relations (3)
 PHI 2001 Introduction to Philosophy I (3)
 PHI 2002 Introduction to Philosophy II (3)
 PHI 2600 Introduction to Ethics (3)
 REL 2300 World Religion (3)
 WOH 2012 World History I (3)
 WOH 2022 World History II (3)

IN ADDITION , the courses listed below may also be used as electives:

All Applied Music - Principal Level Courses (1)
 All Applied Music - Secondary Level Courses (1)
 All Chamber Music Ensemble Courses (1)
 AFR 1101 The Air Force Today I (General Military Course) (1)
 AFR 1111 The Air Force Today II (General Military Course) (1)
 AFR 2130 The Development of Air Power I (General Military Course) (1)
 AFR 2131 The Development of Air Power II (General Military Course) (1)
 ART 2551C Airbrush Techniques (3)
 CGS 1060 Basic Computer Concepts (3)
 HFT 1000 Introduction to Hospitality Industry (3)
 HSC 1531 Medical Terminology (4)
 HUS 1001 Introduction to Human Services (3)
 HUS 1332 Advanced Counseling/ Interview Skills (3)
 HUS 2200 Group Dynamics (3)
 HUS 2441 Addictions, Families and Communities (3)
 HUS 2500 Issues and Ethics in Human Services (3)
 HUS 2424 Addictions and Treatment (3)
 IDS 1936 Honors Seminar (3)
 LIS 1002 Finding Information: Skills and Technologies (3)
 LIS 2004 Introduction to Internet Information Research Resources (1)
 MAR 2011 Principles of Global Marketing (3)
 MAT 1033 Intermediate Algebra (4)
 MNA 2345 Supervision of Personnel (3)
 MSL 1001 Foundations of Officership (1)
 MSL 1002 Basic Leadership (1)
 MSL 2101 Individual Leadership (1)
 MSL 2102 Leadership and Teamwork (1)
 OST 1330 Business English (3)
 PGY 1100 Photography I (3)
 PLA 2880 Constitutional Law (3)
 SLS 1225 Human Potential Seminar (3)
 SLS 2301 Career Planning (3)
 SLS 2304 Career Exploration (1)
 SLS 2363 Adults in Transition (3)
 WST 2010 Women's Studies Seminar (3)

Note: All courses are listed in the most recent Transfer Student Counseling Manual. These courses will either be duplicated in our catalog or brought in as transfer courses.

Courses transferred from other institutions are decided on an individual basis.

Associate of Arts Degree: Psychology and Areas of Specialization Certification

Daytona State College offers students who have declared Psychology as their major program code the opportunity to specialize in one of four different applied areas. These students can receive specialization certification in Marriage & Family (Relational) Psychology, Experimental & Research Psychology, Clinical & Counseling Psychology, and Developmental Psychology. Specialized certification in Psychology will better prepare students for transfer into baccalaureate programs, and should be considered by all students who plan to major in Psychology at the baccalaureate level. Students who want to receive a specialization certification must complete nine semester hours of specific coursework in Psychology after successful completion of Introduction to Psychology (PSY1012). Students who are interested in a Psychology

specialization should meet with an academic advisor early in their tenure at Daytona State College to establish an academic plan that will ensure that all program requirements will be met. For more information on this program, students may also contact the department chair, Dr. Job Clement, at (386) 506-3403, or the department assistant chair, Dr. Ron Morrison, at (386) 506-3918.

Associate of Applied Science and Associate of Science Degree Programs

The two-year AAS and AS degree programs prepare students for careers which require specialized college-level training. The programs are tailored for immediate entry into business, health, human services, engineering technology, nursing, computer science, technical and visual arts careers. All AAS and AS degree programs can transfer into Daytona State's Bachelor of Applied Science degree program.

General Education Requirements for the Associate of Applied Science and Associate of Science Degrees

A minimum of 15 credits in specific general education courses is required to complete the AAS and AS degree. The 15 credits include at least one course from each of the following general education core areas: humanities, cultural & aesthetics; behavioral & social sciences; and sciences/mathematics. The Gordon Rule requirements apply. Appropriate competencies in oral communications and/or basic use of computers have been included in program specific courses for those programs not offering courses in these areas.

Complete program descriptions and requirements are listed in this catalog. For information about the AAS or AS degree or certificate programs, contact an academic advisor, the department chairperson or the specific division's dean.

Occupational Certificate Programs

Daytona State's certificate programs prepare you for those jobs that require one year or less of training. Most certificate programs are offered for vocational credit. However, some college certificate programs provide credit toward AAS and AS degrees. College credit certificate programs are identified in the program guides listed in this catalog.

Apprenticeship Programs

Apprenticeship programs allow participants to learn while they earn. Motivated individuals have the opportunity to learn a trade as they work full-time under the supervision of skilled professionals of the trade. Apprentices attend related classroom training. Each apprentice receives a prescribed period of on-the-job training to learn applied skills while taking related academic classes. Apprenticeship programs vary in length depending on program of interest.

Daytona State provides instruction under the direction of industry apprenticeship committees which sponsor the programs. Students, who complete a program successfully, are awarded certificates. These programs are registered with the Apprenticeship Office of Workforce Education, Florida Department of Education.

Daytona State currently is associated with the Volusia County Child Care Apprenticeship Committee, GNJ; Mid-Florida Electrical Non-union Apprenticeship Committee, GNJ; Don Morgan Electrical Union Apprenticeship Academy/Committee, JATC; Daytona Beach Plumbers and Pipe fitters Local Union #295 Apprenticeship Committee.

Florida Online at Daytona State College

Through Florida Online, students may obtain degrees/certificates with limited or no visitation to campus. Currently, students may obtain an AA or BAS degree online. Students may also work toward many AS degree options. To take online courses, a computer with Internet access is needed. The student should have basic computer skills and the ability to use e-mail, copy, paste, save and upload files.

On-Line (Totally) courses are conducted via the Internet, with instructor contact made through e-mail, discussion boards, chat rooms, phone and voice-mail. Students taking online courses will be required to pay an additional fee of \$25 per credit hour. To search for Online (Totally) courses, when on the [Search for Courses webpage](#), select "On-Line (Totally)" for Instructional Method, and read "View Comments". For course access and computer requirements, go to <http://online.daytonastate.edu>.

Florida Online at Daytona State also offers courses that are web-enhanced (partially online). These are courses that meet partially online and on campus. Time on campus may vary from 25 percent to 75 percent of the hours needed to complete the course. Depending on the percentage of online activity, students are charged an additional fee ranging from a flat rate of \$15 per course to \$25 per credit hour. To search for On-Line (Partially) courses, when on the Search for Courses webpage, select "On-Line (Partially)" for Instructional Method, and read "View Comments".

For more information, we are located in Building 210 on the Daytona Beach Campus or visit us online at <http://online.daytonastate.edu>.

Athletic Training Education Program (ATEP)

Daytona State College offers a unique opportunity for students to prepare to successfully transfer into an accredited athletic training program at a four-year college or university. Students may complete their first two years of prerequisite courses at Daytona State while gaining valuable experience under the direct supervision of NATABOC-certified athletic trainers (ATC's). Athletic training students work with Daytona State's Division I sports program at both practices and intercollegiate competitions to assist in providing care for athletic injuries.

More information can be found on the ATEP website at <http://www.daytonastate.edu/athletics>. Follow the links to Health/Wellness Academics. You may also contact Kim Csabi, ATC, Director of Sports Medicine, at 386-506-3989.

College Your Way

Daytona State offers a variety of courses that provide flexible delivery methods and formats, and convenient meeting times. These non-traditional approaches to traditional education are designed for individuals with busy lives. Students can choose more convenient schedules such as those offered by the Eight-week courses, Half and Half, Florida Online at Daytona State College, Web-Enhanced, and Weekend College courses.

Eight-week Courses

Daytona State's eight-week courses are designed for students who want to earn their degrees as quickly as possible. These courses are the same college credit courses that are offered during our traditional 16 week semesters, only they are condensed into eight weeks. Courses start dates vary. **To search for Eight-week courses, select Subsession A or B for Subsession.**

On-line (Totally)

Courses that are delivered 100% online. Students access the course through the Internet via Daytona State's learning management system. Students are charged an additional fee of \$25 per credit hour. For course access and computer requirements, go to <http://online.daytonastate.edu>. To search for On-Line (Totally) courses select On-Line (Totally) for Instructional Method, and please read "View Comments".

On-Line (Partially)

Courses that have some seat time and some online delivery. Seat time may vary from 25% to 75% of the hours needed to complete the course. The remaining hours devoted to the course are delivered through the Internet via Daytona State's learning management system. Depending on the percentage of online activity, students are charged an additional fee ranging from a flat rate of \$15 per course to \$25 per credit hour. For course access and computer requirements, go to <http://online.daytonastate.edu>. To search for On-Line (Partially) courses select On-Line for Instructional Method, and please read "View Comments".

Other Technology

Other courses may not use Daytona State's learning management system, your instructor will explain what the requirements for these courses are.

Summer Study Abroad at Cambridge University

For more than 16 years, Daytona State has offered a program of study at Cambridge University in England during the summer. Students register for academic credit through Daytona State or choose to audit the Cambridge courses while attending one of the world's oldest (established 1209) and most prestigious universities. These exciting classes are attended by students from more than 100 countries and are stimulating both intellectually and culturally.

Imagine yourself walking on the same Medieval cobblestone streets as Darwin, Lord Byron, Isaac Newton and many other famous names in English history and literature. Just picture yourself "punting" on the river Cam, which surrounds much of the university, as you leisurely make your way toward a lunch at a snug English restaurant along the river.

Your summer at Cambridge University will be a unique travel experience that will provide memories that will last a lifetime.

For more information, call Samuel Goldstein at (386) 506-3617.

Honors College

Daytona State's Honors College offers students with proven academic ability challenging courses to satisfy their intellectual curiosity and quest for knowledge. A majority of those enrolled in the Honors College intend to earn their bachelor's degrees upon graduation from Daytona State. That's why we place an emphasis on the arts and sciences and tailor instruction toward preparing students for university transfer. Honors classes are small and offer more individual instruction. Other features include:

- Opportunities for outstanding achievement
- Highly motivated fellow students
- Emphasis on critical thinking and leadership skills
- Lively exchange of ideas with other students and faculty

- Thought-provoking curriculum
- Scholarship advice and recommendations
- Individual academic counseling
- 10% tuition reimbursement for each semester the student qualifies
- Special recognition at commencement
- A competitive advantage upon transfer

Honors College Courses also encourage students to pursue their own special interests through independent study. For those who are up to the challenge, the Honors College at Daytona State can help students along the road of self-discovery and to prepare for college after Daytona State.

For further information, please email or call Dr. Ron Morrison, Chair of the Honors College. Telephone: (386) 506-3918. Email: morrisr@DaytonaState.edu.

Entrance Requirements

Students may apply for admission to the Honors College if they meet the following criteria:

Minimum College Placement Test Scores:

Reading 100
Writing 95
Elementary Algebra 75

Minimum SAT Scores:

Verbal 600
Math 500

Minimum ACT Scores:

Reading 25
Writing 23
Math 20

Learning Communities

Daytona State's Learning Communities offer an alternative to traditional college classes. These courses are integrated with a common theme and emphasize collaborative teaching and learning.

Linked Classes

One of the advantages of college is learning how to see the world from different perspectives. Linked classes—separate courses joined by a theme—are an excellent way for you to do just that. In a linked class, you will work closely with other students and faculty to discover relationships between different subjects. Also, you will experience the excitement and challenge of active learning as you work together to solve problems and think critically.

What are the benefits of linked classes?

- Students understand how subjects and issues are interrelated and can cross subject matter boundaries.
- Learning Communities provide an academic community for students who attend commuter schools.
- Students become active and responsible participants in their own education. High-level critical thinking is encouraged.
- Students and faculty find intellectual interaction and connection with each other.
- The exposure to diverse populations and the opportunities to explore and understand diverse perspectives are great.

For detailed program information call (386) 506-3802 and talk to Casey Blanton, Chair of Learning Communities, or e-mail her at blantoc@daytonastate.edu .

QUANTA: An Interdisciplinary Learning Community

QUANTA is a nationally-recognized Learning Community where students and faculty work together to share their learning experiences.

As a QUANTA student, you'll work with three faculty members who collaborate in teaching the sociology, cultural arts and English courses. You will participate in groups with other students to share your ideas, thereby gaining different perspectives on the topic you are studying. You'll develop your critical thinking, reading and writing skills, group and leadership skills and will benefit from a flexible learning environment. Through this experience of community, you'll develop a greater sense of involvement with the other students and faculty.

QUANTA integrates traditional college courses with a common theme and offers students the challenge of seeing and exploring the relationships between subjects and ideas within those subjects. QUANTA courses satisfy general education requirements for all majors in AA degree programs.

The Florida Board of Community Colleges has recognized the QUANTA Learning Community as one of the outstanding academic programs in Florida in higher education.

For detailed program information contact Casey Blanton, Chair of Learning Communities, at (386) 506-3802 or through email at: blantoc@daytonastate.edu .

Cooperative Education/Internships

Cooperative Education/Internships experience empowers students to develop, evaluate and effectively initiate their own career paths and direction leading to meaningful employment. The whole premise of co-op/internships is to give students hands-on experience in their chosen field. This experience will be a valuable asset, not only during a student's studies at Daytona State , but also after graduation. Students must be admitted to an AAS, AS or certificate program. The staff works collaboratively with academic and technical faculty to help students get field placement related to their majors. Whether you are paid or unpaid is left to the discretion of the employer.

Co-op and internships will give you a competitive edge when applying for employment. Many of the co-op jobs are posted on the on-line job listing through the College Placement Center.

For additional information, contact the respective Chairperson of the Department.

Adult Education

Daytona State provides several options for students who need to earn a high school diploma, improve their basic skills or prepare for college. Students must be 16 years of age or older and not currently enrolled in a public school system. The courses are offered during the day, afternoon and evening on campus and at various locations throughout the county. The courses are free of charge to qualified students. For more information regarding any of the programs call (386) 506-3059 or (386)506-4471.

1. **Adult Basic Education (ABE)** classes are designed to prepare students for the academic requirements of the Adult High School, GED preparation classes and select certificate programs.
2. **English for Speakers of Other Languages (ESOL)** classes are available to qualified adults who wish to improve their English language skills to enter college and the workforce.
3. **Citizenship** courses prepare students for the U.S. Naturalization test and are offered at limited times and locations throughout Volusia County.
4. **Adult Tutoring Services** are provided in partnership with the Volusia Literacy Council, Inc. Trained tutors work with adults on an individual and/or group basis to improve literacy skills.
5. **Adults with Disabilities Program** classes provide academic, employment and social skill development to adults with documented disabilities. Locations include the ARC, Conklin Center and United Cerebral Palsy of East Central Florida. For more information, call (386) 274-0169 or (386) 506-3881.
6. **General Educational Development (GED)** classes are offered to prepare students for the GED examination. Students are responsible for the purchase of textbooks for this program. For specific test information, please see Assessment Services.
7. **Daytona State High School** provides students the opportunity to earn a standard high school diploma. All Florida State Standards, including the Florida Comprehensive Achievement Test (FCAT), are required for high school completion. Students are responsible for the purchase of textbooks for this program.

Graduation Requirements and Procedures

Daytona State awards the bachelors of applied science, bachelors of science in education, associate of arts degree, associate of applied science degree, associate of science degree and certificate to students who:

1. Meet both the general education requirements, with a "C" average and specific requirements of their program.
2. Earn a minimum 2.0 cumulative GPA in all courses taken at Daytona State and earn a minimum 2.0 cumulative GPA for courses taken at Daytona State plus courses transferred from other institutions. Students are allowed to transfer courses prior to starting their Daytona State program, as well as, transfer back courses after they leave in order to graduate from Daytona State. Students enrolled in certificate programs must earn an average GPA of 2.0 in their program-specific certificate courses in order to be eligible for graduation.
3. Fulfill the College Level Academic Skills Test (CLAST) requirements, if applicable.
4. Complete at least 25 percent of the degree requirement credits in residence at Daytona State.
5. Satisfy the foreign language requirement for AA, BAS, and BSE degree candidates.
6. Submit an application for graduation and pay appropriate graduation fees. The fee will entitle the graduate to a diploma, if qualified, and to participate in the commencement

ceremonies. Daytona State reserves the right to certify students as a completer once he or she has completed all requirements for the degree or certificate, regardless if they have completed an application for graduation. Students who do not complete the graduation application process will not receive a diploma or have the degree or certificate earned statement on their official transcript

7. Students not meeting graduation requirements for term/semester applied under will need to reapply and pay another \$25.00 processing fee for new term/ semester applying under.
8. Fulfill all financial and other obligations to the College before receiving their degree or certificate.

Students are responsible for determining if they have fulfilled graduation requirements. A Degree Audit is available for students on Falconet online student services. We encourage all students to run a degree audit before applying for graduation.

Commencement ceremonies for degree, certificate and adult education candidates are held in May. Students who complete graduation requirements in the Fall and/or Spring Semester, or have applied early for graduation for Summer Semester, are encouraged to participate in commencement ceremonies.

Continuous Enrollment Requirement for Graduation

In order to graduate under the catalog year in which you began enrollment with the college, students must not miss more than two consecutive major semesters (fall or spring). Students who meet this criterion may use the graduation requirements in effect the year they entered the college as a degree seeking student. However, if requirements change, continuously enrolled students may either continue under the old requirements or meet any new ones. New students, and those returning after missing two or more major semesters, must be readmitted and use the requirements listed in the catalog upon their return.

Substitutions/Waivers

A student may be permitted to substitute requirements upon the completion of a substitution form signed by the appropriate program manager/program chairperson and dean if it is determined that the substitution does not substantially alter the program and is in the student's best interest.

College Level Academic Skills Test (CLAST)

All Florida community college students seeking an Associate of Arts or Bachelors degree must satisfy the CLAST requirement before their degree is awarded. The CLAST measures college-level communications and math skills and is part of the state's overall effort to ensure students have acquired the skills expected in those areas.

In accordance with Rule 6A-10.0311, F.A.C., Section 1008.29, F.S., students may not need to take the CLAST. Students will qualify for an exemption to the CLAST if they meet one of the conditions below.

If you:

- Earn a cumulative 2.5 GPA in ENC 1101 and ENC 1102 you will not need to take the English, reading and essay subtests;
- Earn a cumulative 2.5 GPA in two college-level math courses that satisfy the Gordon Rule (MAC 1105 or higher) you will not need to take the math subtest;

- Have SAT scores of 500 on the verbal or ACT scores of 22 on the reading and 21 on the English you will not need to take the communications sections of the CLAST and if you have SAT scores of 500 on the math or ACT scores of 21 on the math you will not need to take the computation section of the CLAST.

Information about the CLAST, the skills it measures, eligibility requirements for taking the exam or obtaining an exemption and CLAST registration is available in the Assessment Services offices on any campus.

Recognition of Academic Excellence

Daytona State students who have pursued and achieved academic excellence during their course of study may be eligible for one or more of the following honors..

- **President's List** – Students are eligible if they earn at least six semester hours of credit and have a 3.8-4.0 semester GPA. The names of students achieving this honor are published on the Daytona State College Web site for the fall and spring semesters.
- **Dean's List** – Students are eligible if they earn at least six semester hours of credit and have a 3.2-3.79 semester GPA.
- **Honors Recognition** – Students who graduate with high cumulative GPAs are recognized at graduation as follows: High honors (3.8-4.0 GPA) and honors (3.2-3.79 GPA) and a statement will appear on transcript.
- **Hall of Fame** – Daytona State's highest honor in scholarship, leadership and citizenship is presented at the annual awards ceremony.
- **Outstanding Student Awards** – Each department presents these at the annual awards ceremony to students in BAS, AA, AAS and AS degree and certificate programs. Students involved in extracurricular activities are also recognized.
- **Florida Blue Key** – The University of Florida awards its community college leadership honor to one outstanding female and male from each of Florida's 28 community colleges.
- **Phi Theta Kappa** – This is the only nationally accredited honors organization for two year colleges. Daytona State 's chapter is Mu Rho. The Mu Rho office is in Building 130, Room 107 on the Daytona Beach Campus. For information about membership and activities, call the Daytona Beach Campus office at (386) 506-3330. This is an international honors society that is open to AA, AS, and AAS students who meet certain academic criteria.
- **Who's Who** is awarded annually by the National Organization of Who's Who in American Community and Junior Colleges.
- **Sigma Beta Delta**- This is an international honor society that is open to students in the BAS program who meet certain academic criteria.

DISTRICT BOARD OF TRUSTEES



JOSEPH C. PETROCK
Chairperson
Daytona Beach



DR. MARY G. BENNETT
Vice Chairperson
Ormond Beach



WILLIAM H. DAVISON
Ormond Beach



DR. STEVEN G. MILES
Ormond Beach



JOHN E. GRAHAM
Ormond Beach



PETER E. MALLORY
New Smyrna Beach



FOROUGH B. HOSSEINI
Ormond Beach



GREGORY SMITH
Ormond Beach



EDWARD SCHATZ, JR.
Palm Coast

Administrative Organization of the College

Kent Sharples is President and Chief Executive Officer of Daytona State College and is responsible to the District Board of Trustees.

President's Staff

Executive Vice President – Rand Spiwak

- Assoc. Vice President/Controller - Laura Phillips
 - Director, Financial Reporting – Robert E. Jonas
 - Director, Budget - Dennis Micare
 - Director, Bursar - Amy Iverson
 - Director, Sponsored Programs - Mary Fowler
 - Director, Risk Assessment - Lori Wolfe
- Executive Director, Advanced Technology College - Michelle McCraney
- Provost, Flagler/Palm Coast Campus - Howard Turner
- Provost, DeLand and Deltona Campuses - Dennis Micare
- Provost, New Smyrna Beach Campus - William Wetherell
- Assoc. Vice President/General Manager, Daytona State Public Broadcasting PBS Ch.15
 - Bruce Dunn
 - Director, Engineering – William Schwartz
 - Director, Education Services - Andrew Chalanick
 - Director, Computer and User Support Services - Susan Johnson
- Vice President, Information Technology - William Embach
- Assoc. Vice President, Information Technology – Roberto Lombardo
 - Director, Network Engineering and Services - Mike Burke
 - Director, Software Development – Vacant
 - Executive Director, Information Services - Eric Urff

Senior Vice President for Academic Affairs – Frank Lombardo

- Vice President, College of Baccalaureate Studies and Management Programs/ School of Business/Education/Educator Preparation Institute/ Hospitality & Culinary Management - Eileen Hamby
- Assoc. Vice President, Adult Education and Academic Support Center - (vacant)
 - Dean, Adult Education - Kristy Presswood
 - Director, Academic Support Center - Robin Courtney
- Assoc. Vice President, Workforce Development - Gerald Frisby
 - Dean, Alternative Services - Isalene Montgomery
 - Dean, School of Technology and Occupational Programs - Stan Sidor
- Dean, School of Arts and Sciences - Michael Vitale
- Dean, Library Services - Yvonne Newcomb-Doty
- Dean, School of Health, Human and Public Services - James Greene
 - Assistant Dean, School of Health, Human and Public Services - Linda Miles
 - Director, Emergency Services Institute - Louie Mercer
- Dean, Florida Online at Daytona State - Rhodella Brown
 - Director, Florida Online at Daytona State - Robert Saum
- Director, Academic and Curriculum Services - Angela Kennerly
- Director, Southeast Museum of Photography - Kevin Miller

Senior Vice President for Planning, Development and Institutional Effectiveness – Charles Carroll

Assoc. Vice President, Organizational Development - Rita Quinton
Assoc. Vice President, Resource Development and Planning - Nancy Morgan
Dean, Institutional Research and Evaluation- Susan Antillon
Assoc. Vice President, Global Education and Affairs - Don Matthews
Director, International Liaison and Special Projects – Yvette Lopez
Director, University Center - Joanne Pinkston-McDuffie

Vice President/General Counsel - Brian Babb

Assoc. Vice President, Human Resources - Laurance Sandstrom
Director, Human Resources - Robin Barr
Director, Payroll – Jennifer Campbell
Director, Benefits/Risk Management – Laurie Van Dusen

Vice President, Governmental Relations - Sharon Crow

Vice President for Administrative Services – Peter McCarthy

Director, Campus Safety - William Tillard
Director, Facilities Planning - Steven Eckman
Director, Facilities Construction - Danny Ware
Director, Facilities Services - Gail Savicki
Director, Business Services - Janet Parish

Vice President for Student Development – Michael Elam

Dean, Student Success Services– Carole Luby
Assistant Dean, Judicial Affairs - Keith Kennedy
Director, Student Disability Services - Idris Muhammad
Dean, Co-curricular Activities and Athletic Director - Will Dunne
Coach, Men's Baseball - Tim Touma
Coach, Men's Basketball – Anthony Andre'
Coach, Women's Basketball - Stephanie Smith
Coach, Women's Golf - Laura Brown
Coach, Women's Softball – Sabrina Manhart
Assistant Dean, Co-curricular Activities and Athletics - Bruce Cook
Director, College Equity – Ursula Scott

Vice President for Enrollment – Tom LoBasso

Dean, Enrollment Management – Richard Pastor
Director, Financial Aid Services - Aileen Morrissey
Director, Academic Advising – LeeAnn Davis
Director, Admissions and Recruitment – Karen Sanders
Director, Assessment Services - Janet Sledge

Vice President, Institutional Advancement, and Exec. Dir., Foundation - Larry Atkinson

Assoc. Vice President, Foundation – Kent Ryan
Director, Marketing and Communications and Public Information Officer - Glyn Johnston

Vice President, Economic Development - Robert Williams

Director, Center for Business and Industry - Frank Mercer
Director, Community Interest Education - Cynthia Gradolf
Director, Economic Development - Steven Burley

Department Chairpersons

School of Adult Education

Adult Education.....Katrina Bell

School of Arts & Sciences

Behavioral, Human and Social SciencesJob Clement
EnglishEvan Rivers
Honors CollegeRon Morrison
Humanities, Cultural and Studio ArtsDoug Peterson
Learning CommunitiesCassandra Blanton
Mathematics.....Marc Campbell
Modern LanguagesElias Lorenzo
Photography.....Daniel Biferie
ScienceSusan Pate
Visual Arts.....Dawn Sealy

College of Baccalaureate Studies and Management Programs

School of Baccalaureate StudiesEileen Hamby
School of BusinessWilliam Wetherell
School of Education /Educator Preparation Institute.....Kathleen Lazarus
Hospitality & Culinary Management.....David Weir
Library ServicesMercedes Clement

School of Health, Human & Public Services

Allied Health.....Linda Miles
Associate Degree NursingToni Couzenza
Dental SciencesPamela Ridilla
Emergency Services Institute.....Louie Mercer
Health and WellnessWill Dunne

School of Technology & Occupational Programs

Computer ScienceAnindya Paul
Workforce Careers.....Roger Rowan
Apprenticeship and Technical CareersStan Sidor

Faculty and Staff Listings

Adkins, Jameal (2001)

Associate Professor/Assistant Chair, Computer Science

adkinsja@DaytonaState.edu

M.S., Strayer University

B.A., Rutgers State University of New Jersey

Alacan, Kimberly (2002)

Associate Professor, Mathematics

mutersk@DaytonaState.edu

M.S., University of Central Florida

B.S., Florida State University

A.A., Gulf Coast Community College

Allbritton, Randall (1987)

Senior Professor, Mathematics

allbrir@DaytonaState.edu

M.A.T. and B.S., University of Florida

Anderson, David (1982)

Professor, Behavioral and Social Science

andersd@DaytonaState.edu

Ed.D., M.Ed. and B.A., University of Florida

Annesi, Sandra (1998)

Associate Professor, Nursing

annesis@DaytonaState.edu

M.S.N., University of Central Florida

B.S.N., Indiana University – Pennsylvania

Andre, Anthony (2007)

Coach, Men's Basketball

andrea@DaytonaState.edu

M.S. and B.S., University of West Alabama

A.A., Butler County Community College

Antillon, Susan (1991)

Dean, Assessment

antills@DaytonaState.edu

M.A. and B.A., University of Colorado

Arcuri, Robert (2001)

Professor, Humanities, Cultural and Studio Arts

Assistant Chair, Cultural Arts

arcurir@DaytonaState.edu

M.A., University of Georgia

B.A., Florida Atlantic University

Atkinson, Larry (1993)

Vice President, Institutional Advancement

Executive Director, Foundation

atkinsl@DaytonaState.edu

B.B.A., Florida International University

Program for Management Development

Certificate, Harvard

Business School

Avery, Michael (2007)

Associate Professor/ Assistant Chair, College of Baccalaureate Studies and Management Programs

averym@DaytonaState.edu

D.B.A., Nova Southeastern University

M.S., Troy State University

B.A., California State University

A.A., Fullerton College

Babb, Brian (2000)

Vice President, President's Office

babbbb@DaytonaState.edu

J.D. and B.A., University of Tennessee

Backer, James S. (2003)

Associate Professor, Science

backerj@DaytonaState.edu

Ph.D., Ohio State University

B.A., Rollins College

Barber, Charles (1997)

Assistant Professor, Allied Health

Assistant Chair, Sign Language Interpretation

barberc@DaytonaState.edu

B.A., Gallaudet College

Barnes, Elizabeth (2006)

Assistant Professor, English

barnese@DaytonaState.edu

M.A. and B.A., Stetson University

Barr, Robin (2000)

Director, Human Resources

barrrr@DaytonaState.edu

M.B.A., Florida Atlantic University

B.A., Warner Southern College

A.A., Daytona State

S.P.H.R., Senior Professional in Human

Resources Certification

Baxter, Lance (2002)

Assistant Professor, Adult Basic Education - English

baxterl@DaytonaState.edu

M.Ed., University of North Florida

B.S., University of Central Florida

A.A., Daytona State

Bell, Katrina (2004)

Instructor/Chair, Adult Education

bellk@DaytonaState.edu

M.P.A., University of Tennessee

B.S., East Tennessee State University

Bellomo, Tom (2000)

Assistant Professor, Modern and English Language Studies

bellomt@DaytonaState.edu

Ed.D. and M.A., University of Central Florida

B.A., State University of New York - Stony Brook

A.A., Suffolk County Community College

Bennett, Byron (2006)

Associate Professor, Science
bennetb@DaytonaState.edu
 Ph.D., University of Wyoming
 B.A., Cedarville University

Besaw, Gail (1987)

*Associate Professor/Counselor/Coordinator,
 TRIO Student Support Services*
besawg@DaytonaState.edu
 M.A., University of Central Florida
 B.S., New Hampshire College

Biferie, Daniel (1975)

Senior Professor, Chair, Photography
biferid@DaytonaState.edu
 M.F.A. and B.F.A., Ohio University
 A.S., Daytona State

Bishop, James (1993)

Professor, Mathematics
bishopj@DaytonaState.edu
 M.A., University of South Florida
 B.S., Eckerd College

Blanken, Erika (2004)

Instructor, Mathematics
balnkee@DaytonaState.edu
 B.A., University of South Florida

Blanton, Elizabeth (1995)

Professor/Assistant Chair, English
blanotoe@DaytonaState.edu
 Ed.D., University of Central Florida
 Ed.S., Florida Atlantic University
 M.A., Eastern Kentucky University
 B.A., University of Kentucky
 A.A., Prestonsburg Community College

Blanton, Sarah C. (1996)

Professor, English
Chair, Learning Communities
blantoc@DaytonaState.edu
 Ph.D., University of South Florida
 M.A., University of Central Florida
 B.A., Southern Methodist University

Booth, Gabriele (2005)

Assistant Professor, Mathematics
boothg@DaytonaState.edu
 M.A. and B.S., University of Central Florida
 B.S., Frankhohschule Giessen-Friedberg,
 Germany

Bouey, Vanessa (2003)

*Instructor/Counselor, TRiO Student Support
 Services*
boueyv@DaytonaState.edu
 M.A., Webster University
 B.A., Rollins College

Braun, Jerold (1999)

Assistant Professor, School of Business
braunj@DaytonaState.edu
 M.B.A. and B.S., University of Central Florida
 A.A., Daytona State

Breitenbach, Eric (1981)

Senior Professor, Photography
breitee@DaytonaState.edu
 M.S., B.F.A. and A.A.S.,
 Rochester Institute of Technology

Brombin, Emma (1987)

Professor, Modern Languages
brombie@DaytonaState.edu
 M.L., University of Udine

Brown, Laura (1998)

*Head Women's Golf Coach,
 Health, Wellness and Athletics*
brownla@DaytonaState.edu
 B.S., University of Florida

Brown, Rhodella (1989)

Professor/Dean, Virtual College
brownr@DaytonaState.edu
 Ed.D., University of Florida
 M.S., State University of New York-Fredonia
 B.S., State University of New York-Buffalo

Brown, Vickie (1993)

Professor/Director, Academic Advising
brownv@DaytonaState.edu
 M.A., University of Central Florida
 B.A., Limestone College
 A.S., North Greenville Junior College

Burke, Michael (1999)

Director, Network Engineering and Services
burkem@DaytonaState.edu
 M.S., Florida State University
 B.A., Lehman College

Burkhart, Patricia (2006)

Associate Professor, Nursing
burkhap@DaytonaState.edu
 M.S.N., Saint Louis University
 B.S.N., University on Evansville

Burley, Steven (2004)

Director, Economic Development
burleys@DaytonaState.edu
 B.A., Stetson University

Burton, Jeffrey (1999)

Associate Professor, Computer Science
burtonj@DaytonaState.edu
 M.S., Georgia State University
 B.S., Appalachian State University

Cameron, Christopher (1999)

Associate Professor, Computer Science
cameroc@DaytonaState.edu
 M.S., Nova Southeastern University
 B.S., University of Central Florida
 A.S., Daytona State

Campbell, Jennifer (1987)

Director, Payroll/Leave
campbej@DaytonaState.edu
 B.S., University of Central Florida
 A.A., Daytona State

Campbell, Judith (1995)

Senior Professor/Director, Academic Support Center
campbeju@DaytonaState.edu
 Ed.D., University of Central Florida
 M.Ed., Stetson University
 B.A., University of South Florida
 A.A., Daytona State

Campbell, Marc (1994)

Professor/Chair, Mathematics
campbem@DaytonaState.edu
 M.S. and B.S., Tennessee Technological University

Capps, Paul (2002)

Professor, Mathematics
cappsp@DaytonaState.edu
 M.S., B.S. and A.A., University of Florida

Carroll, Charles (1978)

Senior Vice President, Planning, Development and Institutional Effectiveness
carrolc@DaytonaState.edu
 Ed.D., Nova University
 M.S., Capella University
 M.Ed., B.S. and A.S., Georgia State University

Chalanick, Andrew (2004)

Director, Education Services at Daytona State Public Broadcasting PBS Ch.15
chalana@DaytonaState.edu
 M.S. and B.F.A., Syracuse University
 A.A., Auburn Community College

Cartwright, Betty (1992)

Professor, Nursing
cartwrb@DaytonaState.edu
 M.S.N., University of Florida
 M.S. and B.S.N., Florida State University
 A.A., Manatee Community College

Chou, Jack (2000)

Associate Professor, Computer Science
chouj@DaytonaState.edu
 Ph.D., M.A.S., University of Waterloo
 B.S., National Taipei Institute of Technology

Christeson, Norton (1984)

Senior Professor, Performing Arts, Humanities, Cultural and Studio Arts
Assistant Chair, Music (Vocal)
christn@DaytonaState.edu
 D.M.A., University of Cincinnati
 M.M. and B.M., University of Alabama

Christner, Bart (2006)

Associate Professor, Visual Arts
christb@DaytonaState.edu
 M.F.A., Goddard College
 B.S., Clemson University

Clark, Jill (2001)

Associate Professor, English
clarkj@DaytonaState.edu
 M.A., Rollins College
 B.S., Northwest Missouri State University

Clement, Job (1981)

Senior Professor/Chair, Behavioral, Human and Social Sciences
clemenj@DaytonaState.edu
 Ph.D. and M.Ed., University of Florida
 B.A., Judson College
 B.D., Haiti Theological Baptist Seminary

Clement, Mercedes (1981)

Senior Professor/Head Librarian, Library Services
clemenm@DaytonaState.edu
 M.S., Florida State University
 M.Ed. and B.A., University of Florida

Combs, Linda (1974)

Associate Professor, Humanities, Cultural and Studio Arts
combsl@DaytonaState.edu
 M.A. and B.A., University of Central Florida
 A.A., Daytona State

Conklin, Jeffrey (1995)

Associate Professor, Culinary
Assistant Chair, Hospitality & Culinary Management
conklij@DaytonaState.edu
 B.A., Warner Southern College
 A.S., Daytona State

Connor, John (1998)

Professor, Behavioral and Social Science
connorj@DaytonaState.edu
 Ed.S., University of Central Florida
 M.S., Nova University
 B.S., Lakehead University

Cook, Bruce (1988)

Assistant Dean, Student Activities and Intramurals
cookb@DaytonaState.edu
M.A., University of Phoenix
B.S., University of Florida
A.A., Santa Fe Community College

Cornelius, Raymond (1996)

Professor, Modern Languages
cornelr@DaytonaState.edu
M.A., Vanderbilt University
B.A., University of Georgia
A.A., Seminole Community College

Couzenza, Toni (2000)

Associate Professor, Nursing
couzent@DaytonaState.edu
M.S.N., University of Louisville
B.S.N., Spalding College

Cox, James (1980)

Professor, Computer Science
coxj@DaytonaState.edu
M.A. and B.S., East Tennessee State University

Craig-Oatley, Mary E. (2006)

Associate Professor, Allied Health
Assistant Chair/Program Manager, Occupational Therapy Assistant Program
craigom@DaytonaState.edu
M.Ed., Boston University
B.S., University of Kansas

Creamer, Bethany (2005)

Assistant Professor, Workforce Careers
Assistant Chair, Interior Design Technology Programs /Architectural and Building Technology Program
creameb@DaytonaState.edu
B.S., Florida State University

Crow, Sharon (1975)

Vice President, Governmental Relations
crows@DaytonaState.edu
B.S., University of Alabama

Csabi, Kim (1998)

Associate Professor, Health & Wellness
Head Athletic Trainer, Sports Medicine
csabik@DaytonaState.edu
M.E.S.S., University of Florida
B.S., Ashland College

Cupick, Linda (1990)

Senior Professor, School of Business
cupickl@DaytonaState.edu
J.D., Mercer University
B.A., Stetson University

Dauids, Matthew (2007)

Instructor, Adult Education
davidsm@DaytonaState.edu
B.S. and A.A., Florida State University

Davis, Don (1999)

Director, Software Development
davidd@DaytonaState.edu
A.S., Daytona Beach College

Davis, LeeAnn (2007)

Director, Academic Advising
davisl@DaytonaState.edu
Ed.D. M.A. and B.A., University of Central Florida
A.A., Columbia College

Deegan, Denis (1990)

Professor, Humanities, Cultural and Studio Arts
deegand@DaytonaState.edu
M.F.A., Brigham Young University
M.A., Mankato State University
B.S., Northern Michigan University

Dehili, Abderrahmane (1994)

Associate Professor, Mathematics
delihib@DaytonaState.edu
M.S. and B.S., Embry-Riddle Aeronautical University

Delaney, Evelyn (1978)

Senior Professor/Assistant Chair, School of Business
delanee@DaytonaState.edu
Ed.D., Nova University
B.S. and M.S., Bernard M. Baruch College
M.B.A., Embry-Riddle Aeronautical University
A.A.S., Queensborough Community College

Dellavalle, Jacques (1986)

Professor, Humanities, Cultural and Studio Arts
dellavi@DaytonaState.edu
M.F.A. and B.S., University of Maryland
A.A., Prince George Community College

Della Vecchia, Lucio (1994)

Professor, Mathematics
dellal@DaytonaState.edu
M.A., Lehman College
B.A., Hunter College
A.A., Bronx Community College

Delos Santos, Theresa (1983)

Sr. Professor, English/Chair, Honors
delost@DaytonaState.edu
Ph.D., Indiana University of Pennsylvania
M.A., Université de Paris – III Sorbonne
B.A., University of Maryland
B.A., Université de Paris – III Sorbonne

DiChiara, Debra (2007)

Associate Professor, Nursing
dichiad@DaytonaState.edu
M.S.N. and B.S.N., University of Central Florida
A.A. and A.S., Daytona State

Dieterle, Judith (1980)

Senior Professor, Behavioral, Human and Social Sciences
dieterj@DaytonaState.edu
Ed.S., Stetson University
M.S.W., West Virginia University
B.A., D'Youville College

Doolin, Richard (2003)

Assistant Professor, Science
doolir@DaytonaState.edu
Ph.D., University of Florida
M.S. and B.S. Louisiana State University

Dorbad, Leo J. (2005)

Associate Professor, English
dorbadl@DaytonaState.edu
Ph.D., Lehigh University
M.A., University of Mississippi
B.A., Kean College

Doyle, Robert (1984)

Professor, Criminal Justice Training
Assistant Chair, Criminal Justice Bridge
doylebo@DaytonaState.edu
M.A., Clark University
B.A., University of Maine

Driscoll, Martha (1998)

Emergency Services Institute
Associate Professor/Clinical Coordinator,
Emergency Medical Services
driscom@DaytonaState.edu
A.A. and A.S., Daytona State

Duffy, Kelly

Associate Professor, Nursing
duffyjk@DaytonaState.edu
A.D.N. and A.A., Daytona Beach Community College
B.S.N. and M.S.N., University of Phoenix

Duffy, Kevin R. (2005)

Emergency Services Institute
Associate Professor, Criminal Justice Training
duffyke@DaytonaState.edu
M.A., B.S., University of Central Florida
A.A. and A.S., Daytona State

Duke, Nancy

Associate Professor, Behavioral, Human and Social Sciences
duken@DaytonaState.edu
Ph.D., M.A., Florida State University
B.A., Florida Southern College

Dunham, Christopher (1988)

Professor, Computer Science
dunhamc@DaytonaState.edu
Ed.D., Nova Southeastern University
M.A. and B.S., University of Central Florida
A.A. and A.S., Daytona State

Dunn, Bruce (1996)

Associate Vice President/General Manager,
Daytona State Public Broadcasting PBS Ch.15
dunnb@DaytonaState.edu
B.S., Ohio University

Dunne, William (1988)

Dean, Co-curricular Activities and Athletics
Chair, Health and Wellness
dunnew@DaytonaState.edu
M.P.A., University of Central Florida
B.S., University of Florida
A.A., Daytona State

Dwarika, Robert (1996)

Assistant Professor, Mathematics
dwarikr@DaytonaState.edu
M.S. and B.S., Embry-Riddle Aeronautical University

Earnest, Dana (2006)

Assistant Professor, Allied Health
earnisd@DaytonaState.edu
B.S.N., The University of Toledo
A.A., Owens Community College

Eaton, Heather (2001)

Associate Professor, English
eatonh@DaytonaState.edu
M.A., Stetson University
B.A., University of Central Florida
A.A., Daytona State

Eckman, Steven (1995)

Director, Facilities Planning
eckmans@DaytonaState.edu
B.S., University of Kentucky

Edwards, Donna (2003)

Associate Professor, Nursing
Assistant Chair, Practical Nursing
edwardd@DaytonaState.edu
A.A., Owens Community College

Elam, Michael (1999)

Vice President, Student Development
elamm@DaytonaState.edu
M.Ed. and B.S., Howard University

Ellison, Sheila (1989)

Emergency Services Institute
Assistant Professor, Criminal Justice Training
Assistant Chair, Law Enforcement, Corrections
and Probation
ellisos@DaytonaState.edu
B.S. and A.A.S., Fairmont State College

Embach, William (2001)

Vice President, Information Technology
embachb@DaytonaState.edu
B.S., University of Central Florida

Eniwaye, Olu O. (2006)

Associate Professor, Allied Health
eniwayo@DaytonaState.edu
Ph.D., Capella University
M.S. and B.S., Fort Valley State University

Farrow, Diane (2007)

Instructor, School of Business
farrowd@DaytonaState.edu
B.S., University of Central Florida

Fischer, Nancy (2001)

Associate Professor/Counselor, ATC Academic
Support Center
fischen@DaytonaState.edu
M.Ed., Florida Atlantic University
B.S., Mansfield State College

Flota, Michael W. (2005)

Assistant Professor, Behavioral, Human & Social
Science
flotam@DaytonaState.edu
Ph.D., University of California
B.S. M.S., Southern Illinois University
Edwardsville
A.S., Rend Lake College

Fortner, John (1997)

Associate Professor, School of Business
fortnej@DaytonaState.edu
M.S. and B.B.A., Memphis State University

Fowler, Mary (2006)

Director, Sponsored Programs
fowlerma@DaytonaState.edu
B.S., Clarion University

Fox, Deborah (2006)

Assistant Professor/Clinical Coordinator, Allied
Health
foxd@DaytonaState.edu
B.S., University of Florida
A.A., Broward Community College

Frear, Valerie (1998)

Senior Professor, Computer Science
frearv@DaytonaState.edu
Ph.D. and M.S., University of Akron
B.A., Walsh College
A.A.B., Stark State College of Technology

Friend, Shawn (2007)

Associate Professor, School of Business
Assistant Chair, Paralegal Studies and Office
Administration & Management
friends@DaytonaState.edu
J.D., Arizona State University
M.A., The University of Arizona
B.A., Indiana University

Frisby, Gerald (1994)

Associate Vice President, Workforce
Development
frisbyg@DaytonaState.edu
M.A., New York University
B.A., Morgan State College

Fuqua, Muriel (1989)

Professor, English
fuquam@DaytonaState.edu
D.Div., International Seminary
M.A. and B.A., Jackson State University

Garrison, Mary (1997)

Associate Professor, Allied Health
Clinical Coordinator, Respiratory Care
garrisa@DaytonaState.edu
M.S., Nova Southeastern University
B.A., La Roche College
A.S., Community College of Allegheny County

Giacobbe, Douglas (2001)

Assistant Professor, Behavioral, Human and
Social Sciences
giacobd@DaytonaState.edu
M.A., B.A. and B.A.A., Florida Atlantic University
A.A., Miami-Dade Community College

Gibson, Barry (1996)

Professor, Adult Education - Mathematics
gibsonb@DaytonaState.edu
M.S., University of Central Florida
B.S., University of Illinois-Urbana-Champaign
A.A., Kaskasia College

Giddens, Dora (1988)

Associate Professor/Counselor, Upward Bound
Director, TRIO Upward Bound/ College Reach
Out Program
hymond@DaytonaState.edu
M.A., University of Central Florida
B.S., Bethune-Cookman College

Glover-Smith, Alma (1979)

Senior Professor, Adult Education
glovera@DaytonaState.edu
M.S., Nova Southeastern University
B.S., Bethune-Cookman College

Godbey, Alice (1994)

Senior Professor, Behavioral, Human and Social Sciences

godbeya@DaytonaState.edu

Ed.D., University of Central Florida

M.S., University of Central Florida

B.H.S. and A.A., University of Florida

Godfrey, Rick (1988)

Professor, Adult GED Secondary Education

godfrer@DaytonaState.edu

M.S., National-Louis University

B.B.A. and A.S., Jones College

Goetteman, Mary (1999)

Professor/Assistant Chair, Nursing

goettem@DaytonaState.edu

Ed.D., University of Central Florida

M.S.N. and M.S., Northern Michigan University

B.S.N., University of Wisconsin-Oshkosh

Goldstein, Samuel (1989)

Professor, English

goldsts@DaytonaState.edu

Ph.D., University of Missouri

M.A. and B.A., University of Michigan

Gradolf, Cynthia (1997)

Director, Community Interest Education

gradolc@DaytonaState.edu

B.A., University of Mississippi

Grau, Paul (2002)

Associate Professor, Science

grauP@DaytonaState.edu

M.B.A., University of Central Florida

B.S., University of Florida

A.A., Daytona State

Gray, Sheryl (2001)

Associate Professor, Dual Enrollment and Nursing

Assistant Chair, Certified Nursing Assistants/

Dual Enrollment Health Career

grays@DaytonaState.edu

M.S.N., Drexel University

B.S.N., A.D.N., Mercy College of Detroit

Green, Yvonne (1996)

Professor, Adult Basic Education - English

greeny@DaytonaState.edu

M.S., Nova Southeastern University

B.A., Bethune-Cookman College

Greene, James (1987)

Dean, School of Health, Human and Public Services

greenej@DaytonaState.edu

D.D., St. Xavier's Theological Seminary

M.S. and B.S., University of Central Florida

A.S. and A.A., Daytona State

Grego, Richard (2007)

Associate Professor, Humanities, Cultural and Studio Arts

gregor@DaytonaState.edu

D.A., State University of New York

M.A., College of Saint Rose

M.A., Lancaster University

B.A., State University of New York

Griesinger, Pamela (1981)

Professor, Humanities, Cultural and Studio Arts

griesip@DaytonaState.edu

M.F.A., University of South Florida

B.F.A., Pratt Institute

Gronert, Susan (2007)

Associate Professor, English

groners@DaytonaState.edu

B.A., State University College at Oswego

M.S., Barry University

Grunbaum Nagiel, Max (2007)

Associate Professor, School of Business

nagielm@DaytonaState.edu

Ph.D. and M.S., University of Florida

B.S., St. John's University

Gunshanan, Francis (2002)

Associate Professor, English

gunshaf@DaytonaState.edu

M.A., Stetson University

B.A., Stetson University

A.A., Daytona State

Hall-Pennell, Patti (1998)

Associate Professor, Allied Health

Assistant Chair, Human Services

hallp@DaytonaState.edu

Ph.D., Florida State University

M.S., Nova University

B.A., Mercer University

Hamby, Eileen (2005)

Vice President, College of Baccalaureate Studies and Management Programs /

School of Business/School of Education /School

of Hospitality & Culinary Management

hambye@DaytonaState.edu

D.B.A., Nova Southeastern University

M.B.A., Nova Southeastern University

B.S., Hunter College

Hansen, Sally (2007)

Associate Professor, Behavioral, Human and Social Science

hansensa@DaytonaState.edu

Ph.D., University of South Carolina

B.A., Florida Atlantic University

Harden, Fred (1990)

Professor/Librarian, Library Services
hardenf@DaytonaState.edu
Ed.S., University of Florida
M.A., University of South Florida
B.A., Flagler College
A.A., Daytona State

Harper, Ned (2005)

Director, Small Business Development Center
harpern@DaytonaState.edu
M.Ed. and B.A., Stetson University

Harrell, Steven (1984)

Emergency Services Institute
Associate Professor, Criminal Justice Training
Assistant Chair, EVOC - First Responder
harrells@DaytonaState.edu
B.A., University of Central Florida
A.S., Daytona State

Hastie, Christina D. (1994)

Associate Professor/Librarian, Library Services
hastiec@DaytonaState.edu
M.S., Florida State University
M.S., Saint Leo University
A.A., Daytona State

Hayden, Charlene (2007)

Associate Professor, Science
haydenc@DaytonaState.edu
Ph.D. and B.S., University of Michigan

Henderson, Wallace (1997)

Assistant Professor, Mathematics
henderw@DaytonaState.edu
M.S. and B.S., University of Central Florida
A.A., Daytona State

Henson, Denise (1983)

Professor, Health & Wellness
hensond@DaytonaState.edu
M.A., Ohio State University
B.S., Bethune-Cookman College

Hoczur, Bernard (2003)

Assistant Professor, Science
hoczurb@DaytonaState.edu
M.S.S.E., Montana State University
B.S.E.E., University of Colorado

Holmes, LaKisha (2007)

Instructor, Mathematics
holmesl@DaytonaState.edu
B.S., Spelman College

Horikami, Sandra (1996)

Professor/Assistant Chair, Science
horikas@DaytonaState.edu
Ph.D., Vanderbilt University
M.S. and B.A., University of Hawaii

Hyde, James (1985)

Senior Professor/Counselor, Academic Advising
hydej@DaytonaState.edu
M.S.E. and B.S., Illinois State University
A.G.S., Parkland College

Iverson, Amy (2000)

Director/Bursar, Bursars Office
iversoa@DaytonaState.edu
B.S., Florida Southern College

Jarvis, Elena (2001)

Associate Professor, Humanities, Cultural and Studio Arts
Student Publications Advisor
jarvise@DaytonaState.edu
M.A., California State University-Northridge
B.A., University of West Florida
A.A., Pensacola Junior College

Johnson, Patricia A. (2005)

Assistant Professor, English
johnsop@DaytonaState.edu
B.A. and M.A., Western Connecticut State University

Johnson, Susan (2001)

Director, Computer and User Support Services
johnsons@DaytonaState.edu
B.S., Florida State University
A.A., Pensacola Junior College

Johnston, Glyn (2003)

Public Information Officer
johnstg@DaytonaState.edu
B.S., Northeast Louisiana State College

Jonas, Robert E. (2004)

Director, Financial Reporting
jonasr@DaytonaState.edu
B.S., Canisius College

Jonas, Robin (2002)

Professor, Nursing
jonasr@DaytonaState.edu
M.S.N., University of Phoenix
B.S.N., University of Central Florida
A.A., St. Johns River Community College
A.S.N., Valencia Community College

Jones, Eric (2005)

Assistant Professor, Physics
jonese@DaytonaState.edu
M.S., University of Alabama-Huntsville
B.S., University of Southern Mississippi

Jones, Joseph B. (1996)

Assistant Professor, Visual Arts
jonesjo@DaytonaState.edu
B.A., University of Florida
A.A., Daytona State

Jordan, Kevin (1987)

*Sr. Professor, Science
Director, Marine Institute
jordank@DaytonaState.edu
Ph.D., University of Florida
M.S., Virginia Polytechnic Institute and State University
B.A., Cornell University*

Kennedy, Keith (1984)

*Assistant Dean, Judicial Affairs
kennedk@DaytonaState.edu
M.A. and B.A., University of Central Florida
A.A., Daytona State*

Kennerly, Angela (1981)

*Director of Academic and Curriculum Services,
Academic Affairs
kennera@DaytonaState.edu
B.S., Bethune-Cookman College*

Kester, Jessica (2007)

*Instructor, English
kesterj@DaytonaState.edu
M.A., DePaul University
B.A., University of the Incarnate World*

Kiang, Shun (2007)

*Instructor, English
kiangs@DaytonaState.edu
M.A., Stetson University
B.A., University of Florida
A.A., Broward Community College*

Killian, Brianna (2007)

*Assistant Professor, Mathematics
killiab@DaytonaState.edu
M.S., University of Nevada
B.S., Vanderbilt University*

King, H. Louise (1989)

*Associate Professor/ Assistant Chair,
Cosmetology & Nail Specialty
kingl@DaytonaState.edu
A.S., Daytona State*

Koory, Karen (1998)

*Associate Professor, Science
kooryk@DaytonaState.edu
M.S., University of Florida
B.A., University of Northern Colorado*

Kraskin, Richard (2005)

*Assistant Professor, English
M.A., Rutgers Newark
B.S., Kean College*

Landon, Benjamin (2007)

*Associate Professor, Mathematics
landonb@DaytonaState.edu
M.S. and B.S., University of Central Florida*

Latimer, Charlene (1992)

*Professor/Counselor, Counseling
latimec@DaytonaState.edu
Ed.S., University of Florida
M.S., Hunter College
B.S., Binghamton University
N.C.C., National Certified Counselor*

Lawrence, Carol (2005)

*Associate Professor/Counselor, Counseling
lawrenc@DaytonaState.edu
M.Ed., Stetson University
B.A., Saint Leo College
A.A., Daytona State*

Lazarus, Kathleen (1987)

*Senior Professor/Chair, School of Education
lazaruk@DaytonaState.edu
Ed.D. University of Central Florida
M.A. and B.A., Kent State University*

Lear, Wanda (1999)

*Associate Professor, Nursing
learw@DaytonaState.edu
M.S.N. and B.S.N., University of Kentucky
A.A.S., University of Kentucky*

Lempel, Leonard (1996)

*Professor, Behavioral, Human and Social
Sciences
lempell@DaytonaState.edu
Ph.D. and M.A., Syracuse University
B.A., University of Akron*

Leonard, Kristina (1992)

*Senior Professor/Counselor, Academic Advising
leonark@DaytonaState.edu
M.Ed. and B.S., University of Pittsburgh*

Lesser, Maxine (1997)

*Associate Professor, Nursing
lesserm@DaytonaState.edu
M.S.N., University of Central Florida
B.S.N., Regis College*

LoBasso, Thomas (2001)

*Vice President, Enrollment
lobasst@DaytonaState.edu
Ed.D. University of Central Florida
M.S., Sage Colleges
B.A., East Stroudsburg University
A.A., Keystone College*

Lombardo, Frank (1983)

*Senior Vice President, Academic Affairs
lombarf@DaytonaState.edu
M.S. and B.S., University of Utah
B.S., Pennsylvania State University*

Lombardo, Roberto (1997)

Associate Vice President, Information Technology
lombarr@DaytonaState.edu
B.A., Warner Southern College
A.S., Daytona State

Lopez, Yvette (2005)

Director, International Liaison and Special Projects
lopezy@DaytonaState.edu
J.D. Stetson College of Law
B.A. University of South Florida

Lorenzo, Elias (2007)

Associate Professor/Chair, Modern Languages
lorenze@DaytonaState.edu
Ph.D., Indiana University
B.A., University of Puerto Rico

Lovell, Peter (2007)

Assistant Professor, Science
lovellp@DaytonaState.edu
Ph.D. and B.S., University of Calgary

Luby, Carole (2002)

Dean, Student Success
lubyc@DaytonaState.edu
Ed.D. University of Florida
M.A. University of South Florida
M.S., Stetson University
B.A., Florida Southern College

Manhart, Sabrina C. (2006)

Women's Softball Coach
manhars@DaytonaState.edu
A.A., Daytona State
B.S., Bethune-Cookman College

Marek, Paulette (2006)

Assistant Professor, English
marekp@DaytonaState.edu
M.Ed., University of Florida
B.A., University of Michigan
B.A., Michigan State University

Maring, Bruce (2003)

Associate Professor, Science
maringb@DaytonaState.edu
D.C., National College of Chiropractic
B.S., National College of Chiropractic
A.A., Broward Community College

Markham, Reed (2007)

Associate Professor, Humanities, Cultural and Studio Arts
markhar@DaytonaState.edu
M.P.A., University of Southern California
M.A., B.A. and A.A., Brigham Young University

Marrow, Patricia (1997)

Professor, Nursing
marrowp@DaytonaState.edu
M.A., University of Central Florida
B.S.N., Southern Adventist University

Martin, Kimberly (2001)

Associate Professor, Nursing Patient Simulator Specialist
martink@DaytonaState.edu
M.S.N., University of Phoenix
B.S.N., Carlow College

Maxwell, Jennifer (1997))

Assistant Chair, ESOL Associate Professor, Modern and English Language Studies
maxwelj@DaytonaState.edu
M.A., University of Central Florida
B.A., University of Florida

Matthews, Donald (1990)

Associate Vice President, Global Education and Affairs
matthed@DaytonaState.edu
Ph.D. and M.Ed., University of Florida
B.A., Presbyterian College

McCarthy, Peter (1998)

Vice President, Administrative Services Vice President, Facilities Services
mccartp@DaytonaState.edu
M.B.A., Hofstra University
B.B.A., University of Notre Dame

McCraney, Michelle (2001)

Executive Director, Advanced Technology Center
mccranm@DaytonaState.edu
Ed.D. and M.S., Nova Southeastern University
B.S., University of Central Florida
A.A., Daytona State

McCumber, Michael (1985)

Professor/Chair, Allied Health Assistant Chair, Respiratory Care
mccumbm@DaytonaState.edu
Ed.D., M.Ed. and B.A., University of Central Florida
A.S. and A.A., Daytona State

McDonald, Heather (1989)

Associate Professor, English
mcdonh@DaytonaState.edu
M.Ed., University of Florida
B.S., Northwestern University

McKeown, Michael (2001)

Assistant Professor, Behavioral, Human and Social Sciences
mckeowm@DaytonaState.edu
M.S., Nova Southeastern University
B.A., University of Florida
A.A., Santa Fe Community College

Mercer, J. Frank (1988)

Director, Center For Business & Industry
mercerf@DaytonaState.edu
B.S., University of Florida
A.S. and A.A., Daytona State

Mercer, Louie (1999)

Director/Chair, Emergency Services Institute
mercerlo@DaytonaState.edu
M.P.A. and B.A., University of Central Florida
A.A., Daytona State

Micare, Dennis (2005)

Provost, DeLand/Deltona Center
Director, Budget
micared@DaytonaState.edu
M.S.P.S.A., Russell Sage College
B.S., Russell Sage College

Miles, Linda Dianne (1999)

Associate Professor, Nursing/ Assistant Dean,
School of Health, Human and Public Services
milesl@DaytonaState.edu
Ed.D., University of Central Florida
M.S., University of Maryland at Baltimore
B.S.N., University of Maryland at Baltimore
R.N., Daytona State

Miller, Julie (1989)

Senior Professor, Mathematics
millerj@DaytonaState.edu
M.S., University of Florida
B.S., Union College

Miller, Kevin (1997)

Director, Southeast Museum of Photography
millerk@DaytonaState.edu
M.F.A., Southern Illinois University-Carbondale
G.D.A. and B.A., Phillip Institute of Technology

Miner, Kathleen (2004)

Associate Professor, Nursing
Coordinator, Nursing Skills Lab
minerk@DaytonaState.edu
M.S.N., University of Nevada
B.S.N., Seton Hall University
A.A.S., County College of Morris

Monroe, Gary (1987)

Senior Professor, Photography
monroeg@DaytonaState.edu
M.F.A., University of Colorado
B.A., University of South Florida

Montgomery, Isalene (2001)

Dean, Alternative Services
montgoi@DaytonaState.edu
M.B.A., Webster University
B.A., Benedict College

Moore, Theresa (2008)

Associate Professor, Bachelor of Applied Science
in Supervision and Management Program
mooreta@DaytonaState.edu
J.D., McGeorge School of Law
M.A., Antioch University
B.S., Indiana University

Moorhouse, Kenneth (2004)

Emergency Services Institute
Instructor, Emergency Medical Services
moorhok@DaytonaState.edu
A.A./A.S./EMS, Daytona State

Morgan, Nancy (1999)

Associate Vice President, Resource
Development and Planning
morgann@DaytonaState.edu
Ed.D., M.B.A. and B.A., University of Central Florida

Morrissey, Aileen (2007)

Director, Financial Aid Services
morrisa@DaytonaState.edu
M.B.A., Stetson University
B.S., Kean University of New Jersey

Morrison, Ronald (1998)

Professor/Assistant Chair, Behavioral, Human
and Social Sciences
morrisr@DaytonaState.edu
Ph.D., Texas Tech University
B.A., University of Central Florida
A.A., Daytona State

Morton, Bruce (2005)

Assistant Professor, Behavioral, Human and
Social Sciences
mortonb@DaytonaState.edu
M.A.T., University of Florida
B.A., University of South Florida

Mottler, Tamara (2007)

Associate Professor, Allied Health
mottlet@DaytonaState.edu
B.A., Elon University
A.S., West Virginia Career College

Mounkurai, Thaddeaus (1997)

Professor, School of Business
mounkut@DaytonaState.edu
Ed.D. and M.A., West Virginia University
M.B.A. and B.S., University of Tulsa

Muhammad, Idris (1992)

Director, Student Disability Services
muhammi@DaytonaState.edu
B.S., St. John's University

Murphy, Patricia (2006)

Associate Professor, Nursing
murphy@DaytonaState.edu
Ed.D and M.S., Boston University
B.S.N., University of Vermont

Murray, Barbara (1989)

Senior Professor, English
murray@DaytonaState.edu
M.A., University of North Dakota
B.A., University of Texas-Arlington

Nayar, Ram (1994)

Senior Professor, Science
Director, Academic Sponsored Research
nayarr@DaytonaState.edu
Ph.D., Howard University
M.S., Roosevelt University
M.Sc., MLB College

Newcomb-Doty, Yvonne (1977)

Dean, Library Services
Special Assistant of Strategic Initiatives, Bachelor of Applied Science in Supervision and Management Programs
newcomy@DaytonaState.edu
M.S.L.S. and B.A., University of Tennessee

Newell, James (2006)

Assistant Professor, English
newellj@DaytonaState.edu
M.A., California State University, San Marcos
B.A., Flagler College

Nunes, Nicholas (1992)

Senior Professor/Counselor, Academic Advising
nunezn@DaytonaState.edu
M.S., University of Southern California
B.A., John Carroll University

Oehmke, Mary (2003)

Professor, Nursing
oehmkem@DaytonaState.edu
M.S.N., Medical College of Ohio
B.S.N., Lourdes College

Offiah-Hawkins, Sandra (1993)

Senior Professor, English
offiahs@DaytonaState.edu
M.A.T. and B.A., Jackson State University

Olshefski, Mary (1995)

Professor, Health & Wellness
olshefm@DaytonaState.edu
M.S., University of Kansas
B.S., Florida State University

O'Neill, Molly (1987)

Senior Professor, Mathematics
oneillm@DaytonaState.edu
M.A. and B.S., Western Michigan University

O'Neill, Nancy (1988)

Associate Professor, Nursing
oneilln@DaytonaState.edu
M.P.H., Hunter College
B.S., St. Joseph's College

Osmon, Amy (2007)

Associate Professor, Behavioral, Human and Social Science
osmona@DaytonaState.edu
B.A., The Ohio State University

Overbey, Margaret (1987)

Associate Professor, Mathematics
Coordinator, Faculty Development
overbem@DaytonaState.edu
M.Ed. and B.S., North Carolina State University

Owens, Rachel C. (2004)

Assistant Professor/Librarian, Library Services
owensr@DaytonaState.edu
M.D., West Virginia University
M.L.I.S., Florida State University
M.B.A., University of Central Florida
M.S. and B.S., Marshall University

Pan, Clarence (2002)

Professor, School of Hospitality and Culinary Management
panc@DaytonaState.edu
M.S., Southern Illinois University
B.A., Guangzhou Conservatory of Music
A.A. (A.O.S.), Culinary Arts Institute of America

Pareja Victor (2004)

Instructor, Mathematics
parejav@DaytonaState.edu
B.A., University of Miami

Parham, Bettye (1987)

Professor, Computer Science
parhamb@DaytonaState.edu
M.S., Andrews University
B.A., Oakwood College

Parish, Janet (1997)

Director, Business Services
parishj@DaytonaState.edu
B.S., Embry-Riddle Aeronautical University

Pastor, Richard (2007)

Dean, Enrollment Management
pastorr@DaytonaState.edu
Ed.D., University of Massachusetts
M.B.A. and B.S., University of New Hampshire

Pate, Susan (1980)

Senior Professor/Chair, Science
pates@DaytonaState.edu
M.S., Medical University of South Carolina
B.A., Eastern Connecticut State College

Paul, Anindya (2003)

Associate Professor, Computer Science
Chair, Computer Science
paula@DaytonaState.edu
 M.S./M.M.I.S. and B.S. Georgia College & State University

Peacock, Dallas (1993)

Professor, Workforce Careers
peacocd@DaytonaState.edu
 M.ARCH., University of Minnesota

Peterson, Claire A. (2005)

Assistant Professor, Dental Science
Assistant Chair, Dental Hygiene
petersc@DaytonaState.edu
 M.S., University of North Carolina at Chapel Hill
 B.S., University of North Florida
 A.S., Santa Fe Community College
 A.S., Indian River Community College

Peterson, Douglas (1985)

Senior Professor/Chair, Humanities, Cultural and Studio Arts
petersd@DaytonaState.edu
 D.M. and M.M., Indiana University
 B.M., North Texas State University

Petropouleas, Nick (2005)

Assistant Professor, Behavioral and Social Sciences
petropn@DaytonaState.edu
 M.A., University of Miami
 B.A., University of South Florida

Phillips, Laura (1998)

Associate Vice President/Controller, Accounting
phillil@DaytonaState.edu
 M.Ed., University of Florida
 B.S., University of Central Florida
 A.A., Brevard Community College

Picione, John (2007)

Associate Professor, Science
picionj@DaytonaState.edu
 Ph.D. and M.S., University of Illinois
 B.S., University of Wisconsin

Pietras, Mary Ann (1996)

Associate Professor, Dental Sciences
Assistant Chair, Dental Assisting
pietram@DaytonaState.edu
 B.S., Central Connecticut State University

Pietras, Mitch

Associate Professor/Counselor, Bachelor of Applied Science in Supervision and Management Programs
pietrami@DaytonaState.edu
 M.Ed., Springfield College
 B.S., Eastern Connecticut State University

Pinkston-McDuffie, Joanne (1981)

Senior Professor, English
Director, University Center
pinkstj@DaytonaState.edu
 Ed. D., Nova Southeastern University
 M.A.T., Jackson State University
 B.A., Mississippi Valley State University

Pintello, Timothy (2001)

Associate Professor, Computer Science
Assistant Chair, Networking Services Technology
pintelt@DaytonaState.edu
 M.Div., New Orleans Baptist Theological Seminary
 B.S., Bryan College

Pivec, Lawrence (1984)

Professor, Computer Science
pivecl@DaytonaState.edu
 M.Ed. and B.S., University of Florida

Popp, Cornelia (1987)

Associate Professor, Cosmetology
poppc@DaytonaState.edu
 B.S., University of Central Florida
 A.A., Daytona State

Posick, James (2002)

Associate Professor, Workforce Careers
Assistant Chair, Automotive Service Management Technology/Automotive Collision Repair and Refinishing
posickj@DaytonaState.edu
 B.S., University of Central Florida
 A.A., Daytona State
 A.S., Seminole Community College

Presswood, Kristy (1993)

Dean, Adult Education
presswk@DaytonaState.edu
 M.B.A. and B.S., University of Central Florida
 A.A., Daytona State

Quinton, Rita (1997)

Associate Vice President, Organizational and Faculty Development
Leadership Development Institute
quintor@DaytonaState.edu
 M.P.A. and B.S., University of Central Florida
 A.A., Daytona State
 S.P.H.R., Senior Professional in Human Resources Certification

Raborn, Sandra (1986)

Professor, Health & Wellness
raborns@DaytonaState.edu
 M.S.S., United States Sports Academy
 M.S. and B.S., Indiana University

Rademacher, Joan (1979)

Professor/Counselor/Ombudsperson, Counseling
rademaj@DaytonaState.edu
M.S. and B.S., Southern Illinois University

Raffaello, Roger (1995)

Associate Professor, Workforce Careers
Air Conditioning, Refrigeration and Heating
Technology
raffaer@DaytonaState.edu
A.S., Daytona State

Reese, Andrea (2006)

Assistant Professor, Mathematics
reesea@DaytonaState.edu
M.S., Bowling Green State University
B.S., John Carroll University

Regnier, Nancy (1995)

Associate Professor, Nursing (Associate Degree)
regnier@DaytonaState.edu
M.S.N. and B.S.N., California State University-
Chico

Reilly, Karen (2001)

Associate Professor, Nursing
reillyk@DaytonaState.edu
M.S.N. and B.S.N., University of Central Florida
B.S., Western Michigan University
A.S. and Practical Nursing Certificate, Daytona
State

Repyneck, Ethan (2005)

Assistant Professor, Mathematics
repynee@DaytonaState.edu
B.S. and M.A., University of Central Florida
A.A., Daytona State

Riban, David (1993)

Professor, Science
riband@DaytonaState.edu
Ph.D. and M.S., Purdue University
M.A., University of Michigan
B.S., Northern Illinois University

Ridilla, Pamela (1996)

Professor/Chair, Dental Sciences
ridillp@DaytonaState.edu
M.S. and B.A., University of Central Florida
A.S., Pensacola Junior College

Rimstidt, Geraldine (2006)

Associate Professor/Assistant Chair, Medical
Laboratory Technician
rimstig@DaytonaState.edu
M.S., University of Florida
B.S., Hartwick College

Ripper, Jessica (2007)

Instructor, English
ripperj@DaytonaState.edu
M.S., DePaul University
B.S., University of the Incarnate Word

Rivera, Miguel (2006)

Assistant Professor/Counselor, Counseling
riveram@DaytonaState.edu
M.S., Nova Southeastern University
B.A., Temple University

Rivers, Evan (2006)

Associate Professor / Chair, English
riverse@DaytonaState.edu
D.A., M.A. and B.A., The University at Albany,
SUNY

Rock, Timothy (2001)

Associate Professor, Computer Science
Assistant Chair, Computer Programming
rockt@DaytonaState.edu
M.S., Nova Southeastern University
B.S., Stetson University

Roddy, George (1980)

Professor, Workforce Careers
Assistant Chair, Air Conditioning, Refrigeration
and Heating Technology
roddyg@DaytonaState.edu
A.S., Daytona State

Rodgers, Mary A. (2005)

Assistant Professor, Allied Health and School of
Technology and Occupational Programs
Early Childhood Education and Volusia County
Child care Apprenticeship Program, GNJ
rodgerm@DaytonaState.edu
M. Ed., University of Central Florida
B.S. Tift College

Rogers, Michael (1989)

Associate Professor, Science
rogersmi@DaytonaState.edu
M.S., San Diego State University
B.S., Manchester College

Rogers, Richard (1985)

Senior Professor, Behavioral, Human and Social
Sciences
rogersr@DaytonaState.edu
Ph.D., M.S. and B.S., Florida State University

Rowan, Roger (1996)

Associate Professor, Workforce Careers
Assistant Chair, Manufacturing and Construction
Technology
rowanr@DaytonaState.edu
A.S., Daytona State

Ruiz, Nicholas (2007)

Associate Professor, Humanities, Cultural and Studio Arts
ruizn@DaytonaState.edu
Ph.D., Florida State University
M.L.A., University of North Carolina
B.S., University of Central Florida
A.A., Valencia Community College

Ryan, Kent (2007)

Assoc. Vice President, Foundation
ryank@DaytonaState.edu
M.B.A., Webster University
B.B.A., Florida Atlantic University
A.A., Robert Morris

Sanders, Karen (2000)

Director, Admissions/Recruitment
sanderk@DaytonaState.edu
M.B.A., University of Central Florida
B.S., Embry-Riddle Aeronautical University

Sandstrom, Laurance (1996)

Associate Vice President, Human Resources
sandstl@DaytonaState.edu
M.B.A., Syracuse University
B.S. and A.A.S., Rochester Institute of Technology
Senior Professional in Human Resources Certification

Saum, Robert (2002)

Director, Virtual College
saumr@DaytonaState.edu
D.Div. and M.A., South Florida Bible College and Theological Seminary
B.S. Florida State University

Saunders, Jeanne F.

Associate Professor, Nursing
saundej@DaytonaState.edu
M.S.N., University of Phoenix
B.S.N., Medical College of Virginia
A.A.S., JS Reynolds Community College

Savicki, Gail (1985)

Director, Facilities Services
savickg@DaytonaState.edu
B.A., Warner Southern College
A.S., Daytona State College

Saviuk, Walter (1997)

Associate Professor, Science
saviukw@DaytonaState.edu
D.C., New York Chiropractic College
B.S., York College

Saylor, Christel (1995)

Associate Professor, Mathematics
saylorc@DaytonaState.edu
M.S., University of Central Florida
B.S., Florida Institute of Technology

Schlossman, Alan (1978)

Professor, Behavioral and Social Science
schlosa@DaytonaState.edu
Ph.D., M.Ed. and Ed.S., University of Florida
B.A., State University of New York-Stony Brook

Schwartz, William (1981)

Director of Engineering, Daytona State Public Broadcasting PBS Ch.15
schwarb@DaytonaState.edu
A.S., Daytona State

Scotello, Katherine M. (2005)

Assistant Professor, School of Business
scotelk@DaytonaState.edu
M.E., North Carolina State University
B.S., University of North Carolina at Asheville

Scott, Ursula (2001)

Director, College Equity
Professor, English
scottu@DaytonaState.edu
M.S., Nova Southeastern University
B.A., South Carolina State University

Sealy, Dawn (2002)

Associate Professor/Chair, Visual Arts
sealyd@DaytonaState.edu
M.A.A.S., State University of New York - New Paltz
B.F.A., State University of New York – Purchase

Sharples, D. Kent (1999)

President
sharpk@DaytonaState.edu
Ph.D., Ohio University
M.Ed. and B.S., Bowling Green State University

Shepard, Norman (1970)

Senior Professor/Counselor, Academic Advising
sheparn@DaytonaState.edu
M.Ed., Stetson University
B.A., Davis and Elkins College

Shoff, Harry (1998)

Associate Professor, English
shoffh@DaytonaState.edu
Ph.D., Indiana University
M.S., Clarion University of Pennsylvania
B.A., Colgate University

Sidor, Stanley (2001)

Dean/Chair School of Technology and Occupational Programs
sidors@DaytonaState.edu
M.S., Western Michigan University
B.S. and B.A., Aquinas College

Simmons, Tassa (2006)

Assistant Professor, Allied Health
Assistant Chair, Massage Therapy
simmonl@DaytonaState.edu
 B.S., Anthem College
 A.S., High-Tech Institute
 Massage Diploma, Florida College of Natural Health

Sinnott, John (1998)

Assistant Professor, Mathematics
sinnotj@DaytonaState.edu
 M.Ed., University of Central Florida
 B.S., Northwestern University College

Sledge, Janet (1992)

Director, Assessment Services
sledgej@DaytonaState.edu
 M.S., Kansas State University
 B.A., California State University, Sacramento
 A.A., American River College

Smith, Brian (2002)

Associate Professor, Mathematics
smithbr@DaytonaState.edu
 M.A.T. and B.S., University of Florida
 A.A., Broward Community College

Smith, Garvin (1998)

Associate Professor, School of Business
smithg@DaytonaState.edu
 M.A. and B.A., University of Central Florida
 A.A.S., Columbia Basin Community College
 A.A., Seminole Community College

Smith, Steven (1983)

Senior Professor, Business
smithst@DaytonaState.edu
 M.A. and B.S., Eastern Kentucky University

Smith, William (2007)

Associate Professor, Workforce Careers
Automotive Collision Repair & Refinishing
smithw@DaytonaState.edu

Smith, Willis (1995)

Emergency Services Institute
Assistant Professor, Criminal Justice Training
Assistant Chair, Defensive Tactics
smithbi@DaytonaState.edu
 M.S. and B.S., Rollins College
 A.S., Daytona State

Sofianos, Theodore (2005)

Director, Economic Development for International Operations
sofiant@DaytonaState.edu
 Ph.D., University of Florida
 M.A., Fairfield University
 B.A., SUNY Plattsburgh

Spiwak, Rand (1975-1980, 2000)

Executive Vice President
spiwakr@DaytonaState.edu
 Ed.D., University of Florida
 M.B.A. and B.B.A., Stetson University

Stamatis, Robert (1983)

Professor, Science
stamatr@DaytonaState.edu
 M.A. and B.A., Hofstra University

Stewart, Lennette (1984)

Professor/Counselor, Academic Support Center
stewarl@DaytonaState.edu
 M.A., University of Central Florida
 B.A., University of Florida

Stewart, Suzanne (1987)

Senior Professor, Modern Languages
stewars@DaytonaState.edu
 M.A. and B.A., University of South Florida

Sui, Liang (2002)

Professor, Computer Science
suil@DaytonaState.edu
 M.S., University of Bridgeport
 B.S., South China Science and Technology University

Sweet, Erik (2007)

Assistant Professor, Mathematics
sweete@DaytonaState.edu
 M.S. and B.S., Minnesota State University

Tamburro, Richard (1998)

Associate Professor, Mathematics
tamburr@DaytonaState.edu
 Ed.D., University of Central Florida
 M.S., Mansfield University
 B.S., University of Central Florida
 A.A., Seminole Community College

Tesauro, John J. (2005)

Assistant Professor, Workforce Careers
Automotive Services Management Technology
tesaurj@DaytonaState.edu
 A.A., Daytona State

Thomas, Nancy (1981)

Senior Professor, Allied Health
Assistant Chair, Health Information Management and Medical Information Coder/Bidder
thomasn@DaytonaState.edu
 Ed.D., Nova University
 M.Ed. University of Central Florida
 B.S., Illinois State University
 B.A., Luther College

Thomason, Pamela (2006)

Instructor, Adult Education
thomasp@DaytonaState.edu
 M.A. and B.A., Seton Hill College

Thompson, Patricia (1995)

Professor, Humanities, Cultural and Studio Arts
thompst@DaytonaState.edu
 M.A. and B.A., Florida State University
 A.A., Gulf Coast Junior College

Tighe, Sharon (1995)

Professor, Nursing
tighes@DaytonaState.edu
 Ed.D. and M.N., University of Florida
 B.S.N., University of Central Florida
 A.A. and A.S., Daytona State

Tillard, William (1998)

Director, Campus Safety
tillarw@DaytonaState.edu
 B.S., Bethune-Cookman College
 A.S., Daytona State

Tinsley, Lillian J. (2005)

Assistant Professor/Counselor, Upward Bound
tinslel@DaytonaState.edu
 M.A., Webster University
 B.S., Bethune Cookman College

Titus, Kim (1990)

Senior Professor, School of Business
titusk@DaytonaState.edu
 M.B.A. and B.S., University of Central Florida
 A.A., Daytona State

Touma, Tim (2001)

Head Men's Baseball Coach, Health, Wellness and Athletics
toumat@DaytonaState.edu
 B.S., University of Florida
 A.A., Palm Beach Community College

Tripp, Ginger (2003)

*Associate Professor, Allied Health
 Clinical Coordinator, Physical Therapist*
trippg@DaytonaState.edu
 M.S., University of Akron
 B.S., Ohio State University

Tucker, Winifred (1994)

Professor, Nursing
tuckerwi@DaytonaState.edu
 M.S.N., University of Florida
 B.S.N., Molloy College
 A.A., Nassau Community College

Tulsian, Gajendra (2002)

Associate Professor, Science
tulsiag@DaytonaState.edu
 Ph.D. and M.B.A., University of Florida
 M.S. and B.S., University of Mysore

Turner, Howard (1989)

Provost, Flagler/Palm Coast Campus
turnerh@DaytonaState.edu
 Ph.D. and Ed.S., Florida State University
 M.S., State University of New York-Oswego
 B.S. and A.A.S., Rochester Institute of Technology

Urff, Eric (1993)

Executive Director, Information Services
urff@DaytonaState.edu
 B.S., University of Florida

Valdez, Dennis (2003)

Assistant Professor, Health & Wellness
valdez@DaytonaState.edu
 M.S., University of Florida
 B.S., York University of Canada

Valloze, Judith (1998)

Associate Professor, Nursing
vallozi@DaytonaState.edu
 M.S.N. and B.S., Russell Sage College
 A.S., Daytona State

Van Dusen, Laurie (1986)

Director, Benefits / Risk Management
vandusl@DaytonaState.edu
 Ed.D., M.P.A. and B.A., University of Central Florida
 A.A., Daytona State

Van Dusen, Patrick (1979)

Senior Professor, Photography
vandusp@DaytonaState.edu
 B.S., Florida A&M University
 A.A., St. Petersburg Junior College
 A.S., Daytona State

Veiga, Kevin (1998)

Associate Professor, Performing Arts
veigak@DaytonaState.edu
 M.F.A., Florida State University
 B.F.A., City College of New York
 B.S., University of Massachusetts

Vergani, Myra (2007)

Associate Professor, Health & Wellness
verganm@DaytonaState.edu
 M.S. and B.S., Winthrop University

Viscomi, Anne (1987)

Professor, Science
viscoma@DaytonaState.edu
 M.S. and B.S.A., University of Georgia
 A.A.S., SUNY-Farmingdale

Vitale, Michael (1990)

Dean, School of Arts and Sciences
vitale@DaytonaState.edu
 Ph.D. and M.A., University of South Florida
 B.A., University of Northern Colorado

Vollaro, Richard (2007)

Instructor, English
vollarr@DaytonaState.edu
 B.S., University of Central Florida

Wagner, Robert (2007)

Associate Professor, Physical Therapy
wagnerr@DaytonaState.edu
 D.P.T., Temple University
 M.P.T., Hahnemann University
 B.A., LaSalle University

Waidelich, Peter (2005)

Assistant Professor, Cultural Programs-Music
waidelp@DaytonaState.edu
 M.M., Florida State University
 B.A., Stetson University

Walker, H. Kenneth (1977)

Senior Professor, Humanities, Cultural and Studio Arts
walker@DaytonaState.edu
 Ph.D., M.A. and B.S., Ball State University

Wallis, Michelle (1997)

Assistant Professor/Counselor, TRIO Student Support Services
wallism@DaytonaState.edu
 M.A., Adams State College
 B.A., University of Southern Colorado

Walsh, Jennifer (1992)

Senior Professor, Mathematics
walshj@DaytonaState.edu
 Ed.S. and M.B.A., Stetson University
 B.A., Trenton State College

Ware, J. Danny (1987)

Director, Facilities Construction
wared@DaytonaState.edu

Warren, M. Kathleen (1995)

Associate Professor, Science
warrenk@DaytonaState.edu
 M.S., Texas A&M University
 B.S., University of Florida
 A.A., Okaloosa-Walton Community College

Waymire, Linda (2001)

Associate Professor, Mathematics
waymirel@DaytonaState.edu
 M.Ed., Georgia Southern University
 B.A., University of Central Florida
 A.A., Daytona State

Weaver, Natalie (2001)

Associate Professor/Assistant Chair Mathematics
weavern@DaytonaState.edu
 M.S., Nova Southeastern University
 B.S., Florida State University

Weeks, Dustin (1989)

Senior Professor/Librarian, Library Services
weeksd@DaytonaState.edu
 M.S. and B.A., Florida State University
 A.A., Daytona State

Weir, David (2008)

Assistant Professor, School of Hospitality and Culinary Management
weird@DaytonaState.edu
 M.B.A., Belhaven College
 B.S., University of Florida
 A.S.T., The Restaurant School

Wesley, Laurance (1984)

Associate Professor/Counselor, Academic Advising
wesleyl@DaytonaState.edu
 M.A., Atlanta University
 B.A., Bethune-Cookman College

West, Carolyn (1978)

Senior Professor, English
westc@DaytonaState.edu
 M.A., University of North Carolina -Chapel Hill
 B.A., Florida State University
 C.A.S., Harvard University

Wetherell, William (2007)

Provost, New Smyrna Beach Campus
Chair, School of Business
wetherw@DaytonaState.edu
 M.Ed., Nova University
 B.S., Florida State University

White-McNeil, Andrea (2003)

Instructor, Hospitality
whitema@DaytonaState.edu
 M.H.M., University of Houston
 B.A., Huston-Tillotson College

Whitwam, Eileen (1992)

Professor, Nursing
whitwae@DaytonaState.edu
 M.S.N., University of Florida
 B.S.N., University of Central Florida
 A.A., Daytona State
 A.S.N., Broward Community College

Wight, Julie (1990)

Professor, Adult Education - Science
wightj@DaytonaState.edu
 M.S., Kansas State University
 B.S., University of North Carolina-Wilmington

Wilke, Deborah (2000)

Associate Professor, English
wilked@DaytonaState.edu
M.S., Nova University
B.A., Carson-Newman College

Williams, Reginald (2000)

Associate Professor, English
williar@DaytonaState.edu
M.F.A., Bowling Green State University
B.G., Ohio University

Williams, Robert (1997)

Vice President, Economic Development
williab@DaytonaState.edu
Dr. of Laws, Bethune Cookman College
M.S. and B.S., University of South Florida
A.A., Daytona State

Williamson, Carol (1978)

Professor, School of Business
williac@DaytonaState.edu
M.Ed., American University
B.A., University of Maryland

Wilton, John (1982)

Senior Professor, Visual Arts
wiltonj@DaytonaState.edu
Ed.D., University of Central Florida
M.S., Florida International University
B.A., Florida State University
A.A., Miami-Dade Community College

Wolfe, Lori (2000)

Director, Risk Assessment
wolfel@DaytonaState.edu
M.S.M., Capella University
B.S., University of Central Florida
A.A., Daytona State

Wygant, Ted (1996)

Professor, Humanities, Cultural and Studio Arts
wygantt@DaytonaState.edu
M.A., University of Missouri-Columbia
B.A., Ohio State University

Youngken, Marie (2002)

Associate Professor, Adult Education, ESOL
youngkm@DaytonaState.edu
M.Ed. and B.S., East Stroudsburg University
Reading Specialist Certification, East Stroudsburg University

Zaffuto, Anthony (2000)

Associate Professor, School of Business
zaffuta@DaytonaState.edu
M.B.A., Long Island University
B.B.A., St. John's University

Zahnen, Jeffrey (2007)

Associate Professor, Mathematics
zahnenj@DaytonaState.edu
Ph.D., M.S. and B.S., University of Florida

Zielske, Elizabeth (2003)

Instructor, Visual Arts
zielske@DaytonaState.edu
M.A., Saginaw Valley State University
B.S., Ferris State University

Zuba, Michael (2006)

Instructor, Cosmetology
zubam@DaytonaState.edu
A.S., Luzerne County Community College
Vocational Certificate, Daytona State

Computer Engineering Technology
Associate of Science Degree - Code 2013

Larry Pivec, Assistant Chair
 (386) 506-4134 • pivecl@daytonastate.edu

Anindya Paul, Chairperson
 (386) 506-3324 • paula@daytonastate.edu
<http://www.daytonastate.edu/computerscience>

Program Description

The program provides a solid foundation in the installation, maintenance, and repair of computer systems, computer networks, robotics and simulation technology. The program provides a general electronics background and prepares students to pass the A+ Certification Examination. Selection of advanced electives allows students to specialize in networking, simulator technician or robotics options.

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

Consult college bookstore for approximate costs of textbooks. Consult college catalog for lab fees. Other costs include a scientific calculator (approx. \$15), computer repair tool kit (approx. \$20), and soldering kit (approx. \$20).

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
ENC 1102	Literature and Composition	3	1st Semester		
SPC 2600	Oral Communication/Research/Presentation Skills	3	ENC 1101	College Composition	3
MAC 1105	College Algebra	3	MAC 1105	College Algebra	3
	Behavioral & Human Sciences Core- CHOOSE FROM:	3	CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3
DEP 2004	Developmental Psychology		COP 1000	Principles of Computer Programming	3
PSY 1012	General Psychology		EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3
SYG 2000	Introduction to Sociology		2nd Semester		
	Humanities, Cultural & Aesthetic Core- CHOOSE FROM:		ENC 1102	Literature and Composition	3
AML 2023	Contemporary American Literature		EET 1011/ EET 1011L	Introduction to Electrical Circuits and Lab	3
AML 2052	Modern American Literature		CET 1600	Network Plus	4
AML 2600	Introduction to African American Literature		COP 2220	Computer Programming I "C"	3
ARH 1000	Art Appreciation		CET 2154	A+: Computer Operating System	4

ENL 2931	Selected Topics in Shakespeare		Summer Semester		Sem. hrs.
HUM 2210	Humanities I			Humanities, Cultural & Aesthetic Core	3
HUM 2230	Humanities II		Second Year		
LIT 2110	Masterpieces of World Literature I		3rd Semester		Sem. hrs.
LIT 2120	Masterpieces of World Literature II		SPC 2600	Oral Comm./Research/Presentation Skills	3
LIT 2602	Literature of the Sea		CET 2123/ CET 2123L	Microcomputer and Basic Digital Communication and Lab	4
MUH 2051	Introduction to the Music of the World's Peoples		CET 1114/ CET 1114L	Digital Fundamentals and Lab	4
MUL 1010	Music Appreciation		EET 1021/ EET 1121L	Advanced Electrical Circuits and Lab	3
MUL 2380	Popular Music in America			Elective	3
THE 1000	Dramatic Appreciation		4th Semester		Sem. hrs.
<i>Course requires a pre or corequisite. See course description in the current college catalog.</i>				Behavioral & Human Sciences Core	3
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			CET 2949	Cooperative Education Experience in Computer Engineering Technology	2
Program Specific Courses		Sem. hrs.	EET 1141/ EET 1141L	Analog Devices and Circuits and Lab	4
CET 1114/ CET 1114L	Digital Fundamentals and Lab	4		Elective	4
CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3		Elective	3
CET 1600	Network Plus	4	TOTAL		68
CET 2123/ CET 2123L	Microcomputer and Basic Digital Communication and Lab	4		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
CET 2154	A+: Computer Operating Systems	4			
CET 2949	Cooperative Education Experience in Computer Engineering Technology	2			
COP 1000	Principles of Computer Programming	3			
COP 2220	Computer Programming I "C"	3			
EET 1011/ EET 1011L	Introduction to Electrical Circuits and Lab	3			
EET 1021/	Advanced Electrical	3			

EET 1021L	Circuits and Lab				
EET 1141/ EET 1141L	Analog Devices and Circuits and Lab	4			
EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3			
	Elective	4			
	Elective	3			
	Elective	3			
	Electives – ChooseFrom:				
CAP 1801	Simulation Fundamentals	3			
CAP 2023	Introduction to Game Programming	3			
CAP 2804	Advanced Simulation Systems	4			
ETM 2315/ EMT 2315L	Simulation Power and Control Systems and Lab	3			
EGS 1000	Professional Performance for Technicians	3			
CEN 2304	Microsoft Windows Professional	4			
CET 2615	Advanced Cisco Router Configuration	4			
CET 2620	Cisco Wide Area Network (WAN)	4			
CET 2660	Network Security	4			
CET 2850	Wireless Networks	4			
CGS 1555	Internet Web Foundations	3			
CGS 2100	Microcomputer Applications	3			
CTS 2810	Managing and Maintaining a Windows Network Environment	4			
CTS 2320	Implementing, Managing and Maintaining a Windows Network Infrastructure	4			
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Computer Information Technology
Associate of Science Degree - Code 2067

Jameal Adkins, Assistant Chair
(386) 506-3371 • adkinsja@daytonastate.edu

Anindya Paul, Chairperson
(386) 506-3324 • paula@daytonastate.edu
<http://faculty.daytonastate.edu/computer>

Program Description

The Computer Information Technology program provides students with the technical credentials needed for analyzing computer oriented operating procedures, software applications packages and hardware in order to devise efficient methods to manage a computer-based work environment. In addition, students will be able to develop new systems to meet projected needs, select and install information technology equipment, troubleshoot information technology equipment and manage and support information technology users. Selected courses prep for CIW, CompTIA A+, MCP and MOS certifications.

NOTE: Successful completers of CEN 2304 are eligible to take the test to become a Microsoft Certified Professional.

Please Note: This program is eligible for federal and state financial aid.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600	Oral Communication/Research/Presentation Skills	3	1st Semester		
MAC 1105	College Algebra	3	ENC 1101	College Composition	3
	Behavioral & Human Sciences Core- CHOOSE ONE:	3	QMB 1001	Business Math	3
DEP 2004	Developmental Psychology		COP 2700	Introduction of Database Management	
PSY 1012	General Psychology		CIS 2110/ CIS 2110L	OR Data Organization and Management and Lab	3
SYG 2000	Introduction to Sociology		CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3
	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:		2nd Semester		
AML 2023	Contemporary American Literature		MAC 1105	College Algebra	3
AML 2052	Modern American Literature		SPC 2600	Oral Communication/Research Presentation Skills	3
AML 2600	Introduction to African American Literature		CGS 1555	Internet Web Foundations	3
ARH 1000	Art Appreciation		CGS 2100	Microcomputer Applications	3
ENL 2931	Selected Topics in Shakespeare		CET 1600	Network Plus	4
HUM2210	Humanities I		Summer Semester		
HUM2230	Humanities II		APA 1111	Computerized Accounting/Bookkeeping I	4
LIT 2110	Masterpieces of World Literature I		MNA 2161	Quality Service Management	3
LIT2120	Masterpieces of World Literature II		Second Year		

LIT2602	Literature of the Sea		1st Semester		Sem. hrs.
MUH 2051	Introduction to the Music of the World's Peoples			Humanities, Cultural & Aesthetic Core	3
MUL 1010	Music Appreciation	APA 1121		Computerized Accounting/Bookkeeping II	4
MUL 2380	Popular Music in America	CIS 2325		Project Management w/ Microsoft Project	3
THE 1000	Dramatic Appreciation	COP 1000		Principles of Computer Programming	3
<i>≠ Course requires a pre or corequisite. See course description in the current college catalog.</i> <i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			2nd Semester		Sem. hrs.
Program Specific Courses		Sem. hrs.		Behavioral & Human Sciences Core	3
APA 1111	Computerized Accounting/Bookkeeping I	4	CEN 2304	Microsoft Windows Professional	4
APA 1121	Computerized Accounting/Bookkeeping II	4	COP 2510	Software Design and Development I	3
CEN 2304	Microsoft Windows Professional	4	COP 2949	Cooperative Education Experience in Computer Programming	2
CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3		Computer Programming Elective	3
CET 1600	Network Plus	4	TOTAL		63
COP 2700	Introduction of Database Management OR	-	Note: Sequence of courses may vary. Check course descriptions for requisite requirements.		
CIS 2110/ CIS 2110L	Data Organization and Management and Lab	3			
CGS 1555	Internet Web Foundations	3			
CGS 2100	Microcomputer Applications	3			
CIS 2325	Project Management w/ Microsoft Project	3			
COP 1000	Principles of Computer Programming Computer Programming	3			
COP 2510	Software Design & Development I	3			
COP 2949	Cooperative Education Experience in Computer Programming	2			
MNA 2161	Quality Service Management	3			
QMB 1001	Business Math	3			
	Computer Programming Elective	3			

Computer Programming Elective – Choose From:		
CAP 2023	Introduction to Game Programming	3
CET 2154	A + Computer Operating Systems	4
CGS 2820	Web Programming	3
COP 2010	Visual Basic Programming	3
EGS1000	Professional Performance for Technicians	3
CTS 2321	Linux System Administration	4
COP 2800	Computer Programming “Java”	3

Need help preparing for your job search?
 Login to Daytona State's Career Services
 Online (CSO) at
www.myinterfase.com/DaytonaState/student
 to create your personal career account. Or
 contact your Daytona State College Career
 Advisor through
CareerServices@DaytonaState.edu.

CC2008-09

Computer Programming and Analysis (Software Engineering Technology) Associate of Science Degree - Code 2047					
Jameal, Adkins,Assistant Chair (386) 506-3371 • adkinsja@daytonastate.edu			Anindya Paul, Chairperson (386) 506-3324 • paula@daytonastate.edu http://www.daytonastate.edu/computerscience		
Program Description The program provides a solid foundation in computer programming. Students develop skills enabling them to code C, C++, Visual Basic and Java.Students will learn to design and develop software applications.					
Please Note: This program is eligible for federal and state financial aid.					
General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600 #	Oral Communication/Research/ Presentation Skills	3	1st Semester		Sem. hrs.
MAC 1105#	College Algebra	3	ENC 1101	College Composition	3
#	Behavioral & Human Sciences Core- CHOOSE ONE:	3	MAC 1105	College Algebra	3
DEP 2004	Developmental Psychology		CET 1173/ 1173L	A + Computer Hardware and Lab	3
PSY 1012	General Psychology		COP 1000	Principles of Computer Programming	3
SYG 2000	Introduction to Sociology		CGS 1555	Internet Web Foundations	3
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	2nd Semester		Sem. hrs.
AML 2023	Contemporary American Literature		COP 2001/ COP 2001L	Computer Programming"C++" and Lab	3
AML 2052	Modern American Literature		COP 2010	Visual Basic Programming	3
AML 2600	Introduction to African American Literature		COP 2700	Introduction to Database Management	3
ARH 1000	Art Appreciation		CET 1600	Network Plus	4
ENL 2931	Selected Topics in Shakespeare		SPC 2600	Oral Communication/ResearchPresentation Skills	3
HUM 2210	Humanities I		Summer Semester		Sem. hrs.
HUM 2230	Humanities II			Humanities, Cultural & Aesthetic Core	3
LIT 2110	Masterpieces of World Literature I		Second Year		
LIT 2120	Masterpieces of World Literature II		1st Semester		Sem. hrs.
LIT 2602	Literature of the Sea			Behavioral & Human Sciences Core	3
MUH 2051	Introduction to the Music of the World's Peoples		COP 2833	Web Application Development Action Scripting	3
MUL 1010	Music Appreciation		COP 2800	Computer Programming “Java”	3

MUL 2380	Popular Music in America		CIS 2325	Project Management w/ Microsoft Project	3
THE 1000	Dramatic Appreciation			Computer Elective	3
<i>≠ Course requires a pre or corequisite. See course description in the current college catalog.</i>			2nd Semester		Sem. hrs.
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			COP 2510	Software Design and Development	3
Program Specific Courses		Sem. hrs.	EGS 1000	Professional Performance for Technicians	3
CET 1173/1173L	A + Computer Hardware and Lab	3		Computer Elective	3
CET 1600	Network Plus	4		Computer Elective	3
CIS 2325	Project Management w/ Microsoft Project	3	COP 2949	Cooperative Education Experience in Computer Programming	2
COP 1000	Principles of Computer Programming	3	TOTAL		63
COP2833	Web Application Development ActionScripting	3		<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
COP 2001/ COP 2001L	Computer Programming"C++" and Lab	3			
COP 2010	Visual Basic Programming	3			
CGS 1555	Internet Web Foundations	3			
COP 2510	Software Design and Development	3			
COP 2700	Introduction to Database Management	3			
COP 2800	ComputerProgramming "Java"	3			
COP 2949	Cooperative Education Experience in Computer Programming	2			
EGS 1000	Professional Performance for Technicians	3			
	Computer Elective	3			
	Computer Elective	3			
	Computer Elective	3			
	Computer Elective – Choose From:				
CGS 1002	Introduction to Microcomputer Operations	1			
CGS 1060/ CGS 1060L	Basic Computer Concepts and Lab	3			
CGS 1570	Introduction to Computer Applications	1			
CGS 2100	Microcomputer Applications	3			
CGS 2820	Web Programming	3			

CGS 2821	Advanced Web Programming	3			
CIS 2110/ CIS 2110L	Data Organization and Management and Lab	3			
COP 1126/ COP 1126L	COBOL Programming I and Lab	3			
COP 2128	COBOL Programming II	3			
COP 2011	Advanced Visual Basic	3			
COP 2220	Computer Programming "C"	3			
COP 2337	Advanced C++ & DirectX	3			
CTS 2321	Linux System Administration	4			
COP 2831	Web Scripting	3			
CAP 2023	Introduction to Game Programming	3			
COP 2881	Advanced Java Programming	3			
COP 2905	Directed Study in Computer Programming	1-4			
CET 2660	Network Security	4			
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Digital Media - Design Option
Associate of Science Degree - Code 2004

Dawn Sealy, Chairperson
(386) 506-3777 • sealyd@daytonastate.edu

Michael Vitale, Dean
(386) 506-3079 • vitale@daytonastate.edu

Program Description

The program objective is to train students in the use of digital media tools and technologies for communication, creative production and technical production support; to provide the skills necessary to analyze and evaluate functional aspects of digital design and production; and to provide a sound theoretical base upon which to build successful digital productions.

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

- Class Materials Fees – \$65 per semester
- Individual Supplies – \$350 per semester (average)
- Textbooks – \$150 per semester

Additional Admission Requirements

- All new and transfer students are required to meet with the assistant chair prior to registration.
- Program courses must be completed with a grade of "C" or better.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
RTV 2300#	Broadcast Research/Newsriting/ Presentation Skills	3	1st Semester		
MAC 1105 #	College Algebra OR	-	ENC 1101	College Composition	3
MGF 2106#	College Mathematics OR	-	DIG 1109	Digital Imaging Fundamentals	3
MGF 2107#	Mathematics for Liberal Arts	3	GRA 1543	Graphic Design Studio I	3
ARH 1000#	Art Appreciation OR	-	GRA 1158	Digital Graphics Fundamentals	3
ARH 2051*	Introduction to the History and Criticism of Art II	3	GRA 1741	Principles of Design and Color	3
#	Behavioral & Human Sciences Core- CHOOSE ONE:	3	2nd Semester		
PSY 1012	General Psychology		ARH 1000	Art Appreciation OR	
SYG 2000	Introduction to Sociology		ARH 2051	Introduction to the History and Criticism of Art II	3
*MAT 1033 fulfills general education requirement for AAS degree programs only and ARH 2051 fulfills general education requirements for AS/AAS degree programs only.			MAC1105	College Algebra OR	
# Course requires a pre or corequisite. See course description in the current college catalog.			MGF 2106	College Mathematics OR	
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			MGF 2107	Mathematics for Liberal Arts	3

Program Specific Courses		Sem. hrs.	CGS 1570	Introduction to Computer Applications	1
CGS 1570	Introduction to Computer Applications	1	DIG 2100	Web Design I	3
DIG 1109	Digital Imaging Fundamentals	3	GRA 1202	Typography	3
DIG 2101	Web Design II	3	GRA 2114	Graphic Design Studio II	3
DIG 2100	Web Design I	3	Summer Semester		Sem. hrs.
DIG 2115	Digital Imaging Fundamentals II	3	RTV 2300	Broadcast Research/Newsriting/Presentation Skills	3
DIG 2280	Digital Video and Sound	3	DIG 2115	Digital Imaging Fundamentals II	3
DIG 2300	2D Animation	3	Second Year		
DIG 2302	Introduction to 3D Animation	3	1 st Semester		Sem. hrs.
DIG 2500	Multimedia Authoring I	3		Behavioral & Human Sciences Core	3
DIG 2501	Multimedia Authoring II	3	DIG 2280	Digital Video and Sound	3
GRA 1158	Digital Graphics Fundamentals	3	DIG 2300	2D Animation	3
GRA 1202	Typography	3	DIG 2500	Multimedia Authoring I	3
GRA 1543	Graphic Design Studio I	3	GRA 2109	History and Aesthetics of Design	3
GRA 1741	Principles of Design and Color	3	2 nd Semester		Sem. hrs.
GRA 2114	Graphic Design Studio II	3	DIG 2101	Web Design II	3
GRA 2109	History and Aesthetics of Design	3	DIG 2302	Introduction to 3D Animation	3
GRA 2184	Portfolio Development	3	DIG 2501	Multimedia Authoring II	3
			GRA 2184	Portfolio Development	3
			TOTAL		64
				Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Digital Media Internet Design and Production Option Associate of Science Degree - Code 2203					
Dawn Sealy, Chairperson (386) 506-3777 • sealyd@daytonastate.edu			Michael Vitale, Dean (386) 506-3079 • vitallem@daytonastate.edu		
Program Description					
This program prepares students for entry- level positions in the digital media industry. Technical and creative skills are developed with design and layout, typography, digital imaging and photography, basic animation, web graphics and programming.					
Please Note: This program is eligible for federal and state financial aid.					
Approximate Additional Costs					
<ul style="list-style-type: none">• Class Materials Fees – \$65 per semester• Individual Supplies – \$350 per semester (average)• Textbooks – \$150 per semester					
Additional Admission Requirements					
<ul style="list-style-type: none">• All new and transfer students are required to meet with the assistant chair prior to registration.• Program courses must be completed with a grade of "C" or better.					
General Education Courses			Sem. hrs.	Sample Program of Study	
ENC 1101	College Composition	3	First Year		
RTV 2300#	Broadcast Research/ Newswriting/Presentation Skills	3	1 st Semester		Sem. hrs.
MAC 1105#	College Algebra OR	-	ENC 1101	College Composition	3
MGF 2106#	College Mathematics OR	-	CGS 1555	Internet Web Foundations	3
MGF 2107#	Mathematics for Liberal Arts	3	DIG 1109	Digital Imaging Fundamentals	3
ARH 1000#	Art Appreciation OR	-	GRA 1158	Digital Graphics Fundamentals	3
ARH 2051*	Introduction to the History and Criticism of Art II	3	GRA 1741	Principles of Design and Color	3
#	Behavioral & Human Sciences Core –CHOOSE ONE:	3	2 nd Semester		Sem. hrs.
PSY 1012	General Psychology		MAC 1105	College Algebra OR	
SYG 2000	Introduction to Sociology		MGF 2106	College Mathematics OR	
*ARH 2051 fulfills general education requirements for AS/AAS degree programs only.			MGF 2107	Mathematics for Liberal Arts	3
# Course requires a pre or corequisite. See course description in the current college catalog.			CGS 1002	Introduction to Microcomputer Applications OR	-
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			CGS 1570	Introduction to Computer Applications	1

Program Specific Courses		Sem. hrs.	CGS 2820	Web Programming	3
CGS 1555	Internet Web Foundations	3	DIG2115	Digital Imaging Fundamentals II	3
CGS 1002	Introduction to Microcomputer Applications OR	-	DIG 2100	Web Design I	3
CGS 1570	Introduction to Computer Applications	1	GRA 1202	Typography	3
CGS 2820	Web Programming	3	Second Year		
CGS 2821	Advanced Web Programming	3	1st Semester		
COP 1000	Principles of Computer Programming	3	RTV 2300	Broadcast Research/Newsriting/Presentation Skills	3
COP 2800	Computer Programming "Java"	3	ARH 1000	Art Appreciation OR	
DIG 1109	Digital Imaging Fundamentals	3	ARH 2051	Introduction to the History and Criticism of Art II	3
DIG 2100	Web Design I	3	Behavioral & Human Sciences Core	3
DIG 2101	Web Design II	3	COP 1000	Principles of Computer Programming	3
DIG2115	Digital Imaging Fundamentals II	3	DIG 2300	2D Animation	3
DIG 2300	2D Animation	3	DIG 2500	Multimedia Authoring I	3
DIG 2500	Multimedia Authoring I	3	2nd Semester		
DIG 2501	Multimedia Authoring II	3	CGS 2821	Advanced Web Programming	3
GRA 1158	Digital Graphics Fundamentals	3	COP 2800	Computer Programming "Java"	3
GRA 1202	Typography	3	DIG 2101	Web Design II	3
GRA 1741	Principles of Design and Color	3	DIG 2501	Multimedia Authoring II	3
GRA 2184	Portfolio Development	3	GRA 2184	Portfolio Development	3
			TOTAL		64
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
				CC2008-09	

Digital Television and Media Production
Associate of Science Degree - Code 2201

Dawn Sealy, Chairperson
 (386) 506-3777 • sealyd@daytonastate.edu

Michael Vitale, Dean
 (386) 506-3079 • vitalet@daytonastate.edu

Program Description

The program provides television, video production, design and digital media training. Major study areas include lighting, photography, design, videography, studio camera, floor management, television direction and advanced digital video editing and effects. Classes incorporate considerable "hands-on" broadcast television studio production work. Commercial and independent video production and broadcast television business practices are introduced in advanced classes.

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

Class Materials Fees – \$65 per semester

- Individual Supplies – \$350 per semester (average)
- Textbooks – \$150 per semester
- Equipment - Students in this professional training program may incur some additional equipment purchase costs.

Additional Admission Requirements

- All new and transfer students are required to meet with the assistant chair prior to registration.
- Practicum placement classes are limited access and based on availability.
- Desirable characteristics include strong visual abilities and the ability to work as part of a creative production team.
- Program courses must be completed with a grade of "C" or better.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
RTV 2300#	Broadcast Research/Newsriting/PresentationSkills	3	1st Semester		Sem. hrs.
MAC 1105#	College Algebra OR		ENC 1101	College Composition	3
MGF 2106#	College Mathematics OR		DIG 1109	Digital Imaging Fundamentals	3
MGF 2107#	Mathematics for Liberal Arts	3	GRA 1158	Digital Graphics Fundamentals	3
ARH 1000#	Art Appreciation OR		GRA 1741	Principles of Design and Color	3
ARH 2051	Introduction to the History and Criticism of Art II	3	RTV 1940	Broadcast Technology Practicum I	3
#	Behavioral & Human Sciences Core- CHOOSE ONE:	3	2nd Semester		Sem. hrs.
PSY 1012	General Psychology		MAC 1105	College Algebra OR	
SYG 2000	Introduction to Sociology		MGF 2106	College Mathematics OR	
*ARH 2051 fulfills general education requirements for AS/AAS degree programs only.			MGF 2107	Mathematics for Liberal Arts	3

# Course requires a pre or corequisite. See course description in the current college catalog.			TPA 2200	Stagecraft	3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			CGS 1570	Introduction to Computer Applications	1
Program Specific Courses		Sem. hrs.	DIG 2100	Web Design I	3
CGS 1570	Introduction to Computer Applications	1	DIG 2280	Digital Video and Sound	3
DIG 1109	Digital Imaging Fundamentals	3	RTV 1941	Broadcast Technology Practicum II	3
DIG 2100	Web Design I	3	Summer Semester		Sem. hrs.
DIG 2101	Web Design II	3	RTV 2300	Broadcast Research/Newsriting/ Presentation Skills	3
DIG 2115	Digital Imaging Fundamentals II	3	DIG 2115	Digital Imaging Fundamentals II	3
DIG 2280	Digital Video and Sound	3	Second Year		
DIG 2284	Advanced Digital Video and Sound	3	1st Semester		Sem. hrs.
DIG 2500	Multimedia Authoring I	3	ARH 2051	Introduction to the History and Criticism of Art II	-
DIG 2501	Multimedia Authoring II	3	ARH 1000	Art Appreciation	3
GRA 1158	Digital Graphics Fundamentals	3	Behavioral & Human Sciences Core	3
GRA 1741	Principles of Design and Color	3	DIG 2284	Advanced Digital Video and Sound	3
GRA 2184	Portfolio Development	3	DIG 2500	Multimedia Authoring I	3
RTV 1940	Broadcast Technology Practicum I	3	RTV 2942	Broadcast Technology Practicum III	3
RTV 1941	Broadcast Technology Practicum II	3	2nd Semester		Sem. hrs.
RTV 2804	Broadcast Technology and Management Practicum IV	3	DIG 2101	Web Design II	3
RTV 2942	Broadcast Technology Practicum III	3	DIG 2501	Multimedia Authoring II	3
TPA 2200	Stagecraft	3	GRA 2184	Portfolio Development	3
			RTV 2804	Broadcast Technology and Management Practicum IV	3
			TOTAL		64
				Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
				CC2008-09	

**Electronics Engineering Technology
Associate of Science Degree - Code 2003**

Larry Pivec, Assistant Chair
(386) 506-4134 • pivecl@daytonastate.edu

Anindya Paul, Chairperson
(386) 506-3324 • paula@daytonastate.edu
<http://www.daytonastate.edu/computerscience>

Program Description

The Electronics Engineering Technology program offers opportunities for students desiring to learn about the field of electronics in such areas as analog and digital circuits, computers, instrumentation, communications, microprocessor and fiber optics systems.

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

Consult assistant chair for approximate costs of textbooks, lab fees and project fees. A scientific calculator (approx. \$15) is required first semester. Electronics Assembly project cost is \$187.

General Education Courses		Sem hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
ENC 1102#	Literature and Composition	3			
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1st Semester		Sem hrs.
MAC 1105#	College Algebra	3	CET 1114/ CET 1114L	Digital Fundamentals and Lab	4
MAC 1114#	College Trigonometry	3	MAC 1105	College Algebra	3
PHY 1053/ PHY 1053L#	College Physics I and Lab	4	CGS 2100	Microcomputer Applications	3
PHY 1054/ PHY 1054L#	College Physics II and Lab (Required for transfer students)	4	EET 1011/ EET 1011L	Introduction to Electrical Circuits and Lab	3
	OR		EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3
EET 2949	Cooperative Education Experience in Electronics	4	2nd Semester		Sem. hrs.
#	Behavioral & Human Sciences Core- CHOOSE ONE:	3	MAC 1114	College Trigonometry	3
DEP 2004	Developmental Psychology		ENC 1101	College Composition	3
PSY 1012	General Psychology		EET 1021/ EET 1021L	Advanced Electrical Circuits and Lab	3
SYG 2000	Introduction to Sociology		EET 1141/ EET 1141L	Analog Devices and Circuits and Lab	4
	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3		Technical Elective*	4
AML 2023	Contemporary American Literature		Second Year		

AML 2052	Modern American Literature		3rd Semester		Sem. hrs.
AML 2600	Introduction to African American Literature		ENC 1102	Literature and Composition	3
ARH 1000	Art Appreciation		PHY 1053/ PHY 1053L	College Physics I	4
ENL 2931	Selected Topics in Shakespeare		CET 2123/ CET 2123L	Microcomputer and Basic Digital Communications and Lab	4
HUM2210	Humanities I		EET 2142/ EET 2142L	Analog Circuits and Basic Analog Communications and Lab	4
HUM2230	Humanities II		COP 2220	Computer Programming I "C"	3
LIT 2110	Masterpieces of World Literature I		4th Semester		Sem. hrs.
LIT 2120	Masterpieces of World Literature II		SPC 2600	Oral Communication/Research Presentation Skills	3
LIT 2602	Literature of the Sea			Behavioral & Human Sciences Core	3
MUH 2051	Introduction to the Music of the World's Peoples			Humanities, Cultural & Aesthetic Core	3
MUL 1010	Music Appreciation		EET2326/ EET 2326L	Wireless Communications and Lab	4
MUL 2380	Popular Music in America		PHY 1054/ PHY 1054L#	College Physics II and Lab (Required for transfer students)	4
THE 1000	Dramatic Appreciation			OR	
# Course requires a pre or corequisite. See course description in the current college catalog.			EET 2949	Cooperative Education Experience in Electronics	4
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			TOTAL		68
Program Specific Courses		Sem. hrs.		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
CET 1114/ CET 1114L	Digital Fundamentals and Lab	4			
CGS 2100	Microcomputer Applications	3			
CET 2123/ CET 2123L	Microcomputer and Basic Digital Communications and Lab	4			
COP 2220	Computer Programming "C"	3			
EET 1011/ EET 1011L	Introduction to Electrical Circuits and Lab	3			
EET 1141/ EET 1141L	Analog Devices and Circuits and Lab	4			
EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3			
EET 2142/ EET 2142L	Analog Circuits and Basic Analog Communications and Lab	4			
EET 2326/ EET	Wireless Communications and Lab	4			

2326L					
EET 1021/ EET 1021L	Advanced Electrical Circuits and Lab	3			
	Technical Elective*	4			
*Technical Elective – CHOOSE ONE technical elective from the list below:					
BOT 1010/ BOT 1010L	General Botany and Lab	4		<p>Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.</p>	
MCB 1010/ MCB 1010L	Microbiology and Lab	4			
OCB 2000/ OCB 2000L	Introduction to Marine Biology and Lab	4			
				CC2008-09	

Graphics Technology – Design Option
Associate of Science Degree - Code 2046

Dawn Sealy, Chairperson
(386) 506-3777 • sealyd@daytonastate.edu

Michael Vitale, Dean
(386) 506-3079 • vitalem@daytonastate.edu

Program Description

The program provides students with design and production skills for entry into the graphic design industry. It emphasizes visual communications through electronic and print reproduction methods. Assignment projects develop technical and creative skills with layout, illustration, typography, digital graphics, photography, pre-press and Web graphics.

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

- Class Materials Fees – \$65 per semester
- Individual Supplies – \$350 per semester (average)
- Textbooks – \$150 per semester

Additional Admission Requirements

- All new and transfer students are required to meet with the assistant chair prior to registration.
- Program courses must be completed with a grade of "C" or better.

General Education Courses		Sem. hrs.	Sample Program of Study	
ENC 1101	College Composition	3	First Year	
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1st Semester	Sem. hrs.
MAC 1105#	College Algebra OR		ENC 1101	College Composition 3
MGF2106#	College Mathematics OR		DIG 1109	Digital Imaging Fundamentals 3
MGF2107#	Mathematics for Liberal Arts	3	GRA 1158	Digital Graphics Fundamentals 3
ARH 2051*	Introduction to the History and Criticism of Art II OR		GRA 1543	Graphic Design Studio I 3
ARH 1000	Art Appreciation	3	GRA 1741	Principles of Design & Color 3
	Behavioral & Human Sciences Core- CHOOSE ONE:	3	2nd Semester	
PSY 1012	General Psychology		ARH 1000	Art Appreciation OR -
SYG 2000	Introduction to Sociology		ARH 2051	Introduction to the History and Criticism of Art II 3
*ARH 2051 fulfills general education requirements for AS/AAS degree programs only.			MAC1105	College Algebra OR -
# Course requires a pre or corequisite. See course description in the current college catalog.			MGF 2106	College Mathematics OR -
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			MGF 2107	Mathematics for Liberal Arts 3

Program Specific Courses		Sem. hrs.	GRA 1202	Typography	3
CGS 1570	Introduction to Computer Applications	1	GRA 1204	Digital Publishing Fundamentals	3
DIG 1109	Digital Imaging Fundamentals	3	GRA 2114	Graphic Design Studio II	3
DIG 2100	Web Design I	3	Summer Semester		Sem. hrs.
DIG 2115	Digital Imaging Fundamentals II	3	SPC 2600	Oral Communication/Research/ Presentation Skills	3
GRA 1158	Digital Graphics Fundamentals	3	DIG 2115	Digital Imaging Fundamentals II	3
GRA 1171	Advertising Design	3	Second Year		
GRA 1202	Typography	3	1 st Semester		Sem. hrs.
GRA 1204	Digital Publishing Fundamentals	3		Behavioral & Human Sciences Core	3
GRA 1543	Graphic Design Studio I	3	GRA 2109	History and Aesthetics of Design	3
GRA 1741	Principles of Design & Color	3	GRA 2201	Digital Pre-Publishing	3
GRA 2109	History and Aesthetics of Design	3	GRA 2511	Corporate Design	3
GRA 2114	Graphic Design Studio II	3	GRA 2746	Illustration	3
GRA 2184	Portfolio Development	3	2 nd Semester		Sem. hrs.
GRA 2201	Digital Pre-Publishing	3	CGS 1570	Introduction to Computer Applications	1
GRA 2511	Corporate Design	3	DIG 2100	Web Design I	3
GRA 2545	Publication Design	3	GRA 1171	Advertising Design	3
GRA 2746	Illustration	3	GRA 2184	Portfolio Development	3
			GRA 2545	Publication Design	3
			TOTAL		64
				Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	

Interior Design Technology
Associate of Science Degree - Code 2070

Bethany L. Creamer, ASID, Assistant Chair
386.506.3756 • creameb@daytonastate.edu

Roger Rowan, Chair
(386) 506-4171 • rowanr@daytonastate.edu

Program Description

The program provides a solid foundation in the principles and elements of design with an emphasis on interior projects, including furniture arrangements, historical styles, selecting furnishing, colors, materials, accessories, and estimating for window treatments, wallpaper, and flooring. Along with knowledge of the complex and diverse interior design profession, students are given comprehensive information in how to interpret client's wants, incorporate visual and oral presentation techniques, prepare a portfolio and learn computer aided drafting. The program also emphasizes building and barrier free design and commercial and residential space planning.

If an interior design student desires the advantages of licensure, the student must first complete the AS degree program in Interior Design Technology. Upon graduation, the student must work under a licensed architect or interior designer for four years to become eligible to sit for the NCIDQ (National Council for Interior Design Qualification) exam. Upon successful completion of this exam, the student is eligible to apply for licensure in the state of Florida as an interior designer. (Only licensed designers in the state of Florida may practice commercial interior design).

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

1. Individual Art and Presentation Supplies - approx. \$500.
2. A lab fee is charged for certain courses - refer to individual course descriptions.

General Education Courses		Sem. hrs.	Sample Program of Study	
ENC 1101	College Composition	3	First Year	
SPC 2600 #	Oral Communication/Research/Presentation Skills	3	1st Semester	Sem. hrs.
MAC 1105#	College Algebra	3	BCN 1251/1251L	Architectural Drawing I and Lab 3
#	Behavioral & Human Sciences Core- CHOOSE ONE:	3	CGS 2100	Microcomputer Applications 3
DEP 2004	Developmental Psychology		HHD 1321	Introduction to Interior Design 3
PSY 1012	General Psychology		IND 1211	History of Architecture and Interiors I 3
SYG 2000	Introduction to Sociology		IND 1300	Graphics of Interior Design I 3
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:		2nd Semester	
AML 2023	Contemporary American Literature		ENC 1101	College Composition 3
AML 2052	Modern American Literature		BCN 1253/1253L	Architectural Drawing II and Lab 3
AML 2600	Introduction to African American Literature		IND 1001	History of Architecture and Interiors II 3
ARH 1000	Art Appreciation		IND 1021	Interior Design Studio I 3
ENL 2931	Selected Topics in Shakespeare		IND 1429	Textiles for Commercial and Residential Interiors 3

HUM 2210	Humanities I		Summer Semester Term A-Six Weeks		Sem. hrs.
HUM 2230	Humanities II			Behavioral & Human Sciences Core	3
LIT 2110	Masterpieces of World Literature I		ETD 2320/ 2320L	Computer Aided Drafting I (AutoCAD) and Lab	3
LIT 2120	Masterpieces of World Literature II		Summer Semester Term B-Six Weeks		Sem. hrs.
LIT 2602	Literature of the Sea		MAC 1105	College Algebra	3
MUH 2051	Introduction to the Music of the World's Peoples		Second Year		
MUL 1010	Music Appreciation		1st Semester		Sem. hrs.
MUL 2380	Popular Music in America		SPC 2600	Oral Communication/Research/ Presentation Skills	3
THE 1000	Dramatic Appreciation			Humanities, Cultural & Aesthetic Core	3
≠ Course requires a pre or corequisite. See course description in the current college catalog.			ETD 2340/ 2340L	Computer Aided Drafting II (AutoCAD) and Lab	3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			HHD 1361	Practical Interior Applications	3
Program Specific Courses		Sem. hrs.	IND 2220	Commercial Interior Design	3
BCN 1210	Materials & Processes	3	2nd Semester		Sem. hrs.
BCN 1251/ 1251L	Architectural Drawing I and Lab	3	BCN 1210	Materials & Processes	3
BCN 1253/ 1253L	Architectural Drawing II and Lab	3	IND 2210	Interior Design Studio II	3
CGS 2100	Microcomputer Applications	3	IND 1935	Building and Barrier Free Codes	2
ETD 2320/ 2320L	Computer Aided Drafting I (AutoCAD) and Lab	3	IND 2501	Practices of Interior Design	4
ETD 2340/ 2340L	Computer Aided Drafting II (AutoCAD) and Lab	3	IND 2949	Cooperative Education Experience in Interior Design	4
HHD 1321	Introduction to Interior Design	3	TOTAL		70
HHD 1361	Practical Interior Applications	3		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
IND 1001	History of Architecture and Interiors II	3			
IND 1021	Interior Design Studio I	3			
IND 1211	History of Architecture and Interiors I	3			
IND 1300	Graphics of Interior Design I	3			
IND 1429	Textiles for Commercial and Residential Interiors	3			

IND 1935	Building and Barrier Free Codes	2			
IND 2210	Interior Design Studio II	3			
IND 2220	Commercial Interior Design	3			
IND 2501	Practices of Interior Design	4			
IND 2949	Cooperative Education Experience in Interior Design	4			
				<p>Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.</p>	
				CC2008-09	

Internet Services Technology
Associate of Science Degree - Code 2005

JamealAdkins, Assistant Chair
(386) 506-3371 • adkinsja@daytonastate.edu

Anindya Paul, Chairperson
(386) 506-3324
paula@daytonastate.edu

<http://www.daytonastate.edu/computerscience>

Program Description

The Internet Services Technology program provides students with the technical credentials needed for Internet-related careers in planning, building, maintaining and managing interactive Web sites. First, this program helps students learn the fundamentals of computers, operating systems, programming and graphic design. Then, this program directs students into the planning, building and managing of Web pages and sites. Finally, this program helps students learn the knowledge that is essential for the management of Web servers.

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

See course descriptions.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1st Semester		Sem. hrs.
MAC 1105#	College Algebra	3	ENC 1101	College Composition	3
#	Behavioral & Human Sciences Core- CHOOSE ONE:	3	MAC 1105	College Algebra	3
DEP 2004	Developmental Psychology		CGS 1555	Internet Web Foundations	3
PSY 1012	General Psychology		COP 1000	Principles of Computer Programming	3
SYG 2000	Introduction to Sociology		CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3
#	Humanities, Cultural and Aesthetic Core- CHOOSE ONE:	3	2nd Semester		Sem. hrs.
AML 2023	Contemporary American Literature			Behavioral & Human Sciences Core	3
AML 2052	Modern American Literature		COP 2700	Introduction to Database Management	3
AML 2600	Introduction to African American Literature		CGS 2820	Web Programming	3
ARH 1000	Art Appreciation		COP 2010	Visual Basic Programming OR	
ENL 2931	Selected Topics in Shakespeare		COP 2800	Computer Programming "Java"	3
HUM 2210	Humanities I		DIG 1109	Digital Imaging Fundamentals	3
HUM 2230	Humanities II		Summer Semester		Sem. hrs.
LIT 2110	Masterpieces of World Literature I		SPC 2600	Oral Communication/ResearchPresentation Skills	3
LIT 2120	Masterpieces of World Literature II		Second Year		

LIT 2602	Literature of the Sea		1st Semester		Sem. hrs.
MUL1010	Music Appreciation			Humanities, Cultural & Aesthetic Core	3
MUH 2051	Introduction to the Music of the World's Peoples		CGS 2821	Advanced Web Programming	3
MUL 2380	Popular Music in America		CET 1600	Network Plus	4
THE 1000	Dramatic Appreciation		DIG 2100	Web Design I	3
* Course requires a pre or corequisite. See course description in the current college catalog.			COP 2831	Web Scripting	3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			2nd Semester		Sem. hrs.
			COP 2510	Software Design and Development	3
Program Specific Courses		Sem. hrs.		Computer Elective	3
CET 1600	Network Plus	4		Computer Elective	3
CGS 1555	Internet Web Foundations	3		Computer Elective	3
CGS 2820	Web Programming	3	CIS 2949	Cooperative Education Experience in Computer and Information Systems	2
CGS 2821	Advanced Web Programming	3	TOTAL		63
CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
CIS 2949	Cooperative Education Experience in Computer and Information Systems	2			
COP 1000	Principles of Computer Programming	3			
COP 2010	Visual Basic Programming OR				
COP 2800	Computer Programming "Java"	3			
COP 2700	Introduction to Database Management				
COP 2510	Software Design and Development	3			
COP 2831	Web Scripting	3			
DIG 1109	Digital Imaging Fundamentals	3			
DIG 2100	Web Design I	3			
	Computer Elective	3			
	Computer Elective	3			
	Computer Elective	3			
Computer Elective – Choose From:					
CAP 2023	Introduction to Game Programming	3			
CGS 2100	Microcomputer Applications	3			
CET 2154	A+: Computer Operating Systems	4			
CIS 2110	Data Organization & Management	3			

CEN 2304	Microsoft Windows Professional	4			
CET 2660	Network Security	4			
COP 2001/ COP 2001L	Computer Programming"C++" and Lab	3			
COP 2220	Computer Programming"C"	3			
COP 2337	Advanced C++ & DirectX	3			
COP 2833	Web Application Development- Action Scripting	3			
COP 2905	Directed Study in Computer Programming	1-4			
EGS 1000	Professional Performance for Technicians	3			
				<p>Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.</p>	
				CC2008-09	

**Networking Services Technology
Associate of Science Degree - Code 2002**

Tim Pintello, Assistant Chair
(386) 789-7318 • pintelt@daytonastate.edu

Anindya Paul, Chairperson
(386) 506-3324 • paula@daytonastate.edu
<http://www.daytonastate.edu/computerscience>

Program Description

The Networking Services Technology program provides students with the technical credentials needed for IT (information technology) careers in computer network management, design, installation, maintenance and support. This program helps students learn the fundamentals of computer hardware, operating systems and network essentials. It shows students how to install, configure, maintain, troubleshoot and repair computers and networks. Students choose networking elective courses to further prepare to administer, configure, connect, plan, maintain, manage and secure complex local area and wide area networks. Depending upon network electives selected, the student can simultaneously complete industry certifications including Microsoft MCSA, MCSE, Exchange and SQL; A+, Network+, Novell CNA; Cisco CCNA and CCNP; Linux System Administration; Security+; Project+; and Wireless networking.

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

Class Materials Fees: \$50 for program specific courses. Refer to course descriptions in the current college catalog.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1st Semester		Sem. hrs.
MAC 1105#	College Algebra	3	CEN 2304	Microsoft Windows Professional	4
#	Behavioral & Human Sciences Core- CHOOSE ONE:	3	CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3
DEP 2004	Developmental Psychology		CET 1600	Network Plus	4
PSY 1012	General Psychology		COP 1000	Principles of Computer Programming	3
SYG 2000	Introduction to Sociology		2nd Semester		Sem. hrs.
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:		ENC 1101	College Composition	3
AML 2023	Contemporary American Literature		CTS 2320	Implementing, Managing, and Maintaining a Windows Network Infrastructure	4
AML 2052	Modern American Literature		CET 2154	A+: Computer Operating Systems	4
AML 2600	Introduction to African American Literature		CTS 2810	Managing & Maintaining a Windows Network Environment	4

ARH 1000	Art Appreciation		Summer Semester		Sem. hrs.
ENL 2931	Selected Topics in Shakespeare			Behavioral & Human Sciences Core	3
HUM 2210	Humanities I		MAC1105	College Algebra	3
HUM 2230	Humanities II		Second Year		
LIT 2110	Masterpieces of World Literature I		1st Semester		Sem. hrs.
LIT 2120	Masterpieces of World Literature II		SPC 2600	Oral Communication/Research Presentation Skills	3
LIT 2602	Literature of the Sea		CET 2615	Cisco Advanced Router Configuration	4
MUH 2051	Introduction to the Music of the World's Peoples		CET 2660	Fundamentals of Network Security	4
MUL1010	Music Appreciation		CTS 2321	Linux System Administration	4
MUL 2380	Popular Music in America		2nd Semester		Sem. hrs.
THE 1000	Dramatic Appreciation			Humanities, Cultural & Aesthetic Core	3
≠ Course requires a pre or corequisite. See course description in the current college catalog.				Computer Elective	4
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.				Computer Elective	4
Program Specific Courses		Sem. hrs.	CIS 2949	Cooperative Education Experience in Computer and Information Systems	2
CEN 2304	Microsoft Windows Professional	4	TOTAL		63
CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
CET 2154	A+: Computer Operating Systems	4			
CET 1600	Network Plus	4			
CET 2615	Advanced Cisco Router Configuration	4			
CET 2660	Fundamentals of Network Security	4			
COP 1000	Principles of Computer Programming	3			

CTS 2320	Implementing, Managing, and Maintaining a Windows Network Infrastructure	4			
CTS 2321	Linux System Administration	4			
CTS 2810	Managing & Maintaining a Windows Network Environment	4			
	Computer Elective	4			
	Computer Elective	4			
CIS 2949	Cooperative Education Experience in Computer and Information Systems	2			
	Computer Elective - Choose From:	Sem. hrs.			
CET 2620	Cisco Wide Area Network	4			
CET 2625	Building Scalable Cisco Internetworks	4			
CET 2626	Building Cisco Remote Access Networks	4			
CET 2628	Cisco Internetwork Troubleshooting Support	4			
CET 2850	Wireless Networking	4			
CTS 2180	Designing Windows Active Directory Services	4			
CTS 2181	Microsoft Windows Active Directory Services	4			
CTS 2300	Designing Windows Networks	4			
CTS 2310	Designing Windows Network Security	4			
CTS 2311	Linux Networking and Security	4			
CTS 2850	Microsoft Exchange Server Implementation and Administration	4			
EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	4			
EGS 1000	Professional Performance for Technicians	3			
				<p>Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.</p>	
				CC2008-09	

Photographic Technology
Associate of Science Degree - Code 2075

Dan Biferie, Chairperson
(386) 506-3581 • biferid@daytonastate.edu

Michael Vitale, Dean
(386) 506-3079 • vitalemd@daytonastate.edu

Program Description

The program provides students with comprehensive aesthetic, technical and theoretical training within a wide range of photographic practices and imaging technologies. Students develop entry-level skills for the editorial, advertising, fine art and photo technology fields.

Successful completion of the A.S. degree in Photographic Technology ensures a seamless transfer to the University of Central Florida Photography B.S. Degree program. The Photography B.S. program is a joint program between the University of Central Florida and Daytona Beach College.

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

- Lab Fees – \$45 to \$115 per semester (varies with individual schedule)
- Equipment – estimated \$3,000 over entire program (see the Photography department chair for start-up equipment needs)
- Individual film/paper and other supplies – \$700 to \$850 per semester
- Textbooks – \$200 per semester

Additional Admission Requirements

- All new and transfer students are required to meet with the department chair prior to registration.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600 #	Oral Communication/Research/Presentation Skills	3	1st Semester		Sem. hrs.
MAC 1105#	College Algebra OR	-	ENC 1101	College Composition	3
MGF 2106#	College Mathematics OR	-	PSY 1012	General Psychology OR	-
MGF 2107#	Mathematics for Liberal Arts	3	SYG 2000	Introduction to Sociology	3
PSY 1012#	General Psychology OR	-	PGY 1403	Fundamentals of Photography	4
SYG 2000#	Introduction to Sociology	3	PGY 1800	Photography and Digital Image	4
ARH 1000#	Art Appreciation OR	-	2nd Semester		
ARH 2051#*	Introduction to the History and Criticism of Art II	3	MAC 1105	College Algebra OR	-
*ARH 2051 fulfills general education requirements for AS/AAS degree programs only.			MGF 2106	College Mathematics OR	-
# Course requires a pre or corequisite. See course description in the current college catalog.			MGF 2107	Mathematics for Liberal Arts	3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			PGY 1201	Introduction to Studio and Location Photography	4

Program Specific Courses		Sem. hrs.	PGY 1806	Digital Imaging	4
PGY 1115	Color Materials and Processes	7	PGY 2000	History and Aesthetics of Photography	3
PGY 1201	Introduction to Studio and Location Photography	4	Summer Semester		Sem. hrs.
PGY 1403	Fundamentals of Photography	4	PGY 1115	Color Materials and Processes	7
PGY 1800	Photography and the Digital Image	4	PGY 2300	Field Survey of Professional Photography	3
PGY 1806	Digital Imaging	4	Second Year		
PGY 2000	History and Aesthetics of Photography	3	1 st Semester		Sem. hrs.
PGY 2107	Large Format Photography	4	SPC 2600	Oral Communication/Research/Presentation Skills	3
PGY 2215	Professional Studio Portraiture	4	ARH 1000	Art Appreciation OR	-
PGY 2216	Location Portraiture	4	ARH 2051	Introduction to the History and Criticism of Art II	3
PGY 2300	Field Survey of Professional Photography	3	PGY 2215	Professional Studio Portraiture	4
PGY 2650	Editorial Photography	4	PGY 2216	Location Portraiture	4
PGY 2470	Advanced Photo Workshop OR	-	2 nd Semester		Sem. hrs.
PGY 2935	Portfolio Workshop	4	PGY 2107	Large Format Photography	4
			PGY 2650	Editorial Photography	4
			PGY 2470	Advanced Photo Workshop OR	-
			PGY 2935	Portfolio Workshop	4
			TOTAL		64
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Simulation and Robotics Technology
Associate of Science Degree - Code 2204

Larry Pivec, Assistant Chair
(386) 506-4134 • pivecl@daytonastate.edu

Anindya Paul, Chairperson
(386) 506-3324 • paula@daytonastate.edu
<http://www.daytonastate.edu/computerscience>

Program Description

The Simulation and Robotics Technology program provides students with the technical credentials needed for high technology careers in simulator installation, maintenance, service and support. This program provides a thorough foundation in basic electronics and computer networking. Students also acquire skills required for specific simulator operation, testing, and troubleshooting.

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

Lab fees will be assessed for courses requiring specialized tools/equipment. See catalog descriptions for program specific courses.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600	Oral Communication/Research/ Presentation Skills	3	1 st Semester		
MAC 1105	College Algebra	3	ENC 1101	College Composition	3
	Behavioral & Human Sciences Core-CHOOSE ONE:	3	MAC 1105	College Algebra	3
DEP 2004	Developmental Psychology		COP 1000	Principles of Computer Programming	3
PSY 1012	General Psychology		CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3
SYG 2000	Introduction to Sociology		EET 1011/ EET 1011L	Introduction to Electrical Circuits and Lab	3
□	Humanities, Cultural & Aesthetic Core-CHOOSE ONE:	3	2 nd Semester		
AML 2023	Contemporary American Literature		CAP 1801	Simulation Fundamentals	3
AML 2052	Modern American Literature		CET 2154	A+: Computer Operating Systems	4
			EET 1021/ EET 1021L	Advanced Electrical Circuits and Lab	3
AML 2600	Introduction to African American Literature		EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3
ARH 1000	Art Appreciation		CET 1600	Network Plus	4

ENL 2931	Selected Topics in Shakespeare		Summer A		Sem. hrs.
HUM 2210	Humanities I		CGS 2100	Microcomputer Applications	3
HUM 2230	Humanities II		Summer B		Sem. hrs.
LIT 2110	Masterpieces of World Literature I			Behavioral & Human Sciences Core	3
LIT 2120	Masterpieces of World Literature II		Second Year		
LIT 2602	Literature of the Sea		1st Semester		Sem. hrs.
MUH 2051	Introduction to the Music of the World's Peoples		ETM 2315/ ETM 2315L	Simulation Power and Control and Lab	3
MUL 1010	Music Appreciation		CAP 2023	Introduction to GameProgramming OR	-
MUL 2380	Popular Music in America		COP 2220	Computer Programming COR	-
THE 1000	Dramatic Appreciation		COP 2001	Computer Programming C++	3
□ <i>Course requires a pre or corequisite. See course description in current college catalog.</i>			CET 1114/ CET 1114L	Digital Fundamentals and Lab	4
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			EET 1141/ EET 1141L	Electronic Devices and Circuits and Lab	4
			2nd Semester		Sem. hrs.
Program Specific Courses		Sem. hrs.		Humanities, Cultural & Aesthetic Core	3
CAP 1801	Simulation Fundamentals	3	SPC 2600	Oral Communication/Research/ Presentation Skills	3
COP 1000	Principles of Computer Programming	3	CAP 2804/ CAP 2804L	Advanced Simulation Systems and Lab	4
CAP 2023	Introduction to GameProgramming OR	-	CAP 2949	Cooperative Education Experience inSimulation Industry	3
COP 2220	Computer Programming C OR	-	EGS 1000	Professional Performance for Technicians	3
COP 2001	Computer Programming C++	3	TOTAL		68
CAP 2804 CAP 2804L	Advanced Simulation Systems and Lab	4		<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
CAP 2949	Cooperative Education Experience inSimulation Industry	3			
CET 1114/ CET 1114L	Digital Fundamentals and Lab	4			
CET 1173/ CET	A+: Computer Hardware and Lab	3			

1173L					
CET 1600	Network Plus	4			
CET 2154	A+: Computer Operating Systems	4			
CGS 2100	Microcomputer Applications	3			
EET 1011/ EET 1011L	Introduction to Electrical Circuits and Lab	3			
EET 1021/ EET 1021L	Advanced Electrical Circuits and Lab	3			
EET 1141/ EET 1141L	Electronic Devices and Circuits and Lab	4			
EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3			
EGS 1000	Professional Performance for Technicians	3			
ETM 2315/ ETM 2315L	Simulation Power and Control and Lab	3			
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Accounting Technology
Associate of Science Degree - Code 2084

Kim Titus, Assistant Chair
(386) 506-3012 • titusk@daytonastate.edu

International School of Business
(386) 506-3012

Program Description

The program provides a solid foundation in elementary accounting theory as well as accounting practice including taxation and bookkeeping. Students apply their practical knowledge of these areas through computer simulations.

Graduates of this program are eligible to enroll in dbc's Bachelor of Applied Science in Supervision and Management program. Call (386) 506-4BAS or email BASinfo@daytonastate.edu for details.

Please Note: This program is eligible for federal and state financial aid.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
ENC 1102#	Literature and Composition	3	1st Semester		Sem. hrs.
SPC 2600#	Oral Communication/Research/Presentation Skills	3	ENC 1101	College Composition	3
MAC 1105#	College Algebra	3	APA 1111	Computerized Accounting/Bookkeeping I	4
STA 2023#	Elementary Statistics	3	BUL 2241	Business Law I	3
ECO 2013#	Principles of Macro Economics	3	GEB 1011	Introduction to Business	3
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	QMB 1001	Business Math	3
AML 2023	Contemporary American Literature		2nd Semester		Sem. hrs.
AML 2052	Modern American Literature		ENC 1102	Literature and Composition	3
AML 2600	Introduction to African American Literature		MAC 1105	College Algebra	3
ARH 1000	Art Appreciation		ACG 2022	Principles of Financial Accounting	4
ENL 2931	Selected Topics in Shakespeare		APA 1121	Computerized Accounting/Bookkeeping II	4
HUM 2210	Humanities I		APA 1711	Computer Spreadsheet	3
HUM 2230	Humanities II		Second Year		
LIT 2110	Masterpieces of World Literature I		1st Semester		Sem. hrs.
LIT 2120	Masterpieces of World Literature II		STA 2023	Elementary Statistics	3
LIT 2602	Literature of the Sea		ACG 2071	Principles of Managerial Accounting	4
MUH 2051	Introduction to the Music of the World's Peoples		ECO 2013	Principles of Macro Economics	3

MUL 1010	Music Appreciation		GEB 2430	Business Ethics	3
MUL 2380	Popular Music in America		TAX 2000	Personal Income Tax	3
THE 1000	Dramatic Appreciation		2nd Semester		Sem. hrs.
<i>** ECO 2013 fulfills Behavioral and Social Sciences Core requirement for AS/AAS degree programs only.</i>			SPC 2600	Oral Communication/Research Presentation Skills	3
<i>≠ Course requires a pre or corequisite. See course description in the current college catalog.</i>			ECO 2023	Principles of Micro Economics	3
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>				Humanities, Cultural & Aesthetic Core	3
Program Specific Courses		Sem. hrs.	FIN 1100	Personal Financial Planning	3
ACG 2022	Principles of Financial Accounting	4	FIN 2000	Principles of Finance	3
ACG 2071	Principles of Managerial Accounting	4	TOTAL		64
APA 1111	Computerized Accounting/Bookkeeping I	4		<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
APA 1121	Computerized Accounting/Bookkeeping II	4			
APA 1711	Computer Spreadsheet	3			
BUL 2241	Business Law I	3			
ECO 2023	Principles of Micro Economics	3			
FIN 1100	Personal Financial Planning	3			
FIN 2000	Principles of Finance	3			
GEB 1011	Introduction to Business	3			
GEB 2430	Business Ethics	3			
QMB 1001	Business Math	3			
TAX 2000	Personal Income Tax	3			
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Business Administration Associate of Science Degree - Code 2059					
Evelyn Delaney, Assistant Chair (386) 785-2004 • delanee@daytonastate.edu			International School of Business (386) 506-3012		
Program Description					
The program provides a solid foundation in business administration principles and the basic techniques and skills for efficient and effective management of businesses. Graduates learn marketing, finance, accounting, management, human relations, business law and entrepreneurial skills.					
Graduates of this program are eligible to be enrolled in dbc's Bachelor of Applied Science in Supervision and Management program. Call (386) 506-4BAS or email BASinfo@daytonastate.edu for details.					
Please Note: This program is eligible for federal and state financial aid.					
General Education Courses			Sem. hrs.	Sample Program of Study	
ENC 1101	College Composition	3	First Year		
ENC 1102#	Literature and Composition	3	1st Semester		Sem. hrs.
SPC 2600#	Oral Communication/Research/ Presentation Skills OR	-	ENC 1101	College Composition	3
RTV2300#	Broadcast Research/Newsriting/ Presentation Skills	3	ACG 2022	Principles of Financial Accounting	4
ECO 2013**	Principles of Macro Economics	3	GEB 1011	Introduction to Business	3
MAC 1105#	College Algebra	3	MAN 2021	Principles of Management	3
STA 2023#	Elementary Statistics	3	OST 1141	Keyboarding	1
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	2nd Semester		Sem. hrs.
			ENC 1102	Literature and Composition	3
AML 2023	Contemporary American Literature		MAC 1105	College Algebra	3
AML 2052	Modern American Literature		ACG 2071	Principles of Managerial Accounting	4
AML 2600	Introduction to African American Literature		BUL 2241	Business Law I	3
ARH 1000	Art Appreciation		MAR 2011	Principles of Global Marketing	3
ENL 2931	Selected Topics in Shakespeare		Summer Semester		Sem. hrs.
HUM 2210	Humanities I			Humanities, Cultural & Aesthetic Core	3
HUM 2230	Humanities II			Historical and Global Core	3
LIT 2110	Masterpieces of World Literature I		Second Year		
LIT 2120	Masterpieces of World Literature II		1st Semester		Sem. hrs.
LIT 2602	Literature of the Sea		SPC 2600	Oral Communication/Research/ Presentation Skills OR	

MUH 2051	Introduction to the Music of the World's Peoples		RTV 2300	Broadcast Research/Newsriting/ Presentation Skills	3
MUL 1010	Music Appreciation		STA 2023	Elementary Statistics	3
MUL 2380	Popular Music in America		ECO 2023	Principles of Micro Economics	3
THE 1000	Dramatic Appreciation		CGS 2100	Microcomputer Applications	3
	Historical and Global Core- CHOOSE ONE:		LIS 2004	Introduction to Internet Information Research Resources	1
AMH 2010	United States History to 1877		2nd Semester		Sem. hrs.
AMH 2020	United States History 1865 to Present		FIN 2000	Principles of Finance	3
AMH 2042	American Social History 1860 to Present		GEB 2430	Business Ethics	3
AMH 2091	Survey of African American History		ECO 2013	Principles of Macro Economics	3
EUH 2000	History of Western Civilization to 1648		SBM 2000	Small Business Management	3
EUH 2001	History of Western Civilization 1648 to Present		GEB 2351	International Business Practice Firm	3
GEO 2000	Introduction to Geography		TOTAL		64
INR 2002	International Relations			Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
REL 2300	World Religion				
WOH 2012	World History I				
WOH 2022	World History II				
** ECO 2013 fulfills Behavioral and Social Sciences Core requirement for AS/AAS degree programs only.					
≠ Course requires a pre or corequisite. See course description in the current college catalog.					
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.					
Program Specific Courses		Sem. hrs.			
ACG 2022	Principles of Financial Accounting	4			
ACG 2071	Principles of Managerial Accounting	4			
ECO 2023	Principles of Micro Economics	3			
CGS 2100	Microcomputer Applications	3			
BUL 2241	Business Law I	3			
FIN 2000	Principles of Finance	3			
GEB 1011	Introduction to Business	3			
GEB 2351	International Business Practice Firm	3			
GEB2430	Business Ethics	3			

LIS 2004	Introduction to Internet Information Research Resources	1			
MAN 2021	Principles of Management	3			
MAR 2011	Principles of Global Marketing	3			
OST 1141	Keyboarding	1			
SBM 2000	Small Business Management	3			
				<p>Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.</p>	
				CC2008-09	

Hospitality Management Associate of Science Degree - Code 2012					
Jeff Conklin, Assistant Chair (386) 506-3735• conklij@daytonastate.edu			David Weir, Interim Chair (386) 506-3971• weird@daytonastate.edu		
Program Description					
The program provides a solid foundation in hospitality management skills including travel and tourism, food preparation, property management, hotel/motel basics, and service management.					
Please Note: <i>This program is eligible for federal and state financial aid.</i>					
Graduates of this program are eligible to enroll in Daytona State's Bachelor of Applied Science in Supervision and Management Program. Call (386) 506-4BAS or e-mail BASinfo@daytonastate.edu for details.					
General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
ENC 1102	Literature and Composition	3	1stSemester		Sem. hrs.
SPC 2600#	Oral Communication/Research/ Presentation Skills	3	ENC 1101	College Composition	3
MAC 1105#	College Algebra OR	-	MAC 1105#	College Algebra OR	-
MGF 2106#	College Mathematics OR	-	MGF 2106#	College Mathematics OR	-
MGF 2107#	Mathematics for Liberal Arts	3	MGF 2107#	Mathematics for Liberal Arts	3
LIS 2004	Introduction to Internet Research	1	FOS 1201	Sanitation and Safety	3
PSC 1121#	Physical Science	3	HFT 1000	Introduction to Hospitality Industry	3
BSC 1005#	Survey of Biological Science	3	HUN 1203	Hospitality Nutrition	3
EUH 2000#	History ofWestern Civilization to1648	3	2nd Semester		Sem. hrs.
LIT 2110#	Masterpieces of World Literature	3	ENC 1102	Literature and Composition	3
PSY 1012#	General Psychology	3	PSY 1012	General Psychology	3
# Course requires a pre or corequisite. See course description in the current college catalog.			HFT 1820	Purchasing for Hospitality	3
			BSC 1005	Survey of Biological Science	3
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			HFT 2600	Hospitality Law	3
			FSS 1202/1202L	Food Production I and Lab	3
Program Specific Courses		Sem. hrs.	Summer Semester		Sem. hrs.
HFT 1000	Introductio nto Hospitality Industry	3	FSS1222/1222L	Food Production II and Lab	3
FOS1201	Sanitation and Safety	3	Second Year		
HFT 2282	Hospitality Supervision	3	1st Semester		Sem.

					<i>hrs.</i>
HFT 2600	Hospitality Law	3	SPC 2600	Oral Communication/Research/ Presentation Skills	3
HFT 1820	Purchasing for Hospitality	3	HFT 2750	Hospitality Marketing	3
HUN 1203	Hospitality Nutrition	3	EUH 2000	History of Western Civilization to 1648	3
HFT 2750	Hospitality Marketing	3	HFT 1940/ 1940	Hospitality Practicum I and Lab	3
HFT 2462	Hospitality Managerial Finance	3	2nd Semester		Sem. hrs.
HFT 1940/ 1940L	Hospitality Practicum I and Lab	3	HFT 1941/ 1941L	Hospitality Practicum II and Lab	3
HFT 1941/ 1941L	Hospitality Practicum II and Lab	3	HFT 2462	Hospitality Managerial Finance	3
FSS 1202C/ 1202L	Food Production I and Lab	3	LIT 2110	Masterpieces of World Literature	3
FSS 1222C/ 1222L	Food Production II and Lab	3	LIS 2004	Introduction to Internet Research	1
			PSC 1121	Physical Science	3
			HFT 2282	Hospitality Supervision	3
			TOTAL		64
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
				CC2008-09	

Paralegal Studies (Legal Assisting) Transfer Option

Associate of Science Degree – Code 2062

Shawn Friend, Assistant Chair
(386) 506-3454 □ friends@daytonastate.edu

International School of Business
(386) 506-3012

Program Description

The program provides a solid foundation in procedural and substantive areas of law including research, drafting legal documents, interviewing clients and witnesses, investigative techniques and managing law offices. It also provides eligible students with skills the student needs to take the Certified Legal Assistant/Certified Paralegal Examination offered by the National Association of Legal Assistants.

Graduates of this program are eligible to be enrolled in Daytona State's Bachelor of Applied Science in Supervision and Management program. Call (386) 506-4BAS or email BASinfo@daytonastate.edu for details.

Please Note: This program is eligible for federal and state financial aid.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
ENC 1102#	Literature and Composition	3	1st Semester		
SPC 2600#	Oral Communication/Research/Presentation Skills	3	ENC 1101	College Composition	3
GEB 2430	Business Ethics	3	BUL2241	Business Law I	3
MGF 2106#	College Mathematics OR	-	OST 1435	Legal Terminology	3
MAC1105	College Algebra	3	PLA 1003	Introduction to Paralegal	3
STA 2023#	Elementary Statistics	3	PLA 1103	Legal Writing and Research I	3
PSY 1012#	General Psychology OR	-	2nd Semester		
SYG 2000	Introduction to Sociology	3	ENC 1102	Literature and Composition	3
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	MGF2106	College Mathematics OR	-
AML 2023	Contemporary American Literature		MAC1105	College Algebra	3
AML 2052	Modern American Literature		BUL 2242	Business Law II	3
AML 2600	Introduction to African American Literature		PLA 1800	Law of Domestic Relations	3
ARH 1000	Art Appreciation		PLA2114	Legal Writing and Research II	3
ENL 2931	Selected Topics in Shakespeare		Summer Semester		
HUM 2210	Humanities I		CGS 2100	Microcomputer Applications	3
HUM 2230	Humanities II		LIS 2004	Introduction to Internet Information Research Resources	1
LIT 2110	Masterpieces of World Literature I		Second Year		
LIT 2120	Masterpieces of World Literature II		1st Semester		
LIT 2602	Literature of the Sea		SPC2600	Oral Communication/Research/Presentation Skills	3
MUH 2051	Introduction to the Music of the World's Peoples		STA 2023	Elementary Statistics	3

MUL 1010	Music Appreciation			Historical and Global Core	3
MUL 2380	Popular Music in America			Physical Sciences Core	3
THE 1000	Dramatic Appreciation		PLA 2303	Criminal Law and the Paralegal	3
	Biological Sciences Core- CHOOSE ONE:	3	2nd Semester		Sem. hrs.
BSC 1005	Survey of Biological Science(For Non-Science Majors)		PSY 1012	General Psychology OR	-
BSC 1020	Human Biology		SYG 2000	Introduction to Sociology	3
≠	Historical and Global Core- CHOOSE ONE:			Biological Sciences Core	3
AMH 2010	United States History to 1877			Humanities, Cultural & Aesthetic Core	.3
AMH 2020	United States History 1865 to Present		GEB 2430	Business Ethics	3
AMH 2042	American Social History 1860 to Present		PLA 2880	Constitutional Law	3
AMH 2045	American Maritime History		TOTAL		64
AMH 2059	The Vietnam War			<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
AMH 2091	Survey of African American History				
EUH 2000	History of Western Civilization to 1648				
EUH 2001	History of Western Civilization to 1648 to Present				
GEO 2000	Introduction to Geography				
GEO 2420	Cultural Geography				
INR 2002	International Relations				
PHI 2001	Introduction to Philosophy				
PHI 2600	Introduction to Ethics				
REL 2300	World Religion				
WOH 2012	World History I				
WOH 2022	World History II				
≠	Physical Sciences Core- CHOOSE ONE:				
AST 1002	Astronomy				
MET 2010	Meteorology				
PSC 1121	Physical Science				
≠ Course requires a pre or corequisite. See course description in the current college catalog.					
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.					

Program Specific Courses		Sem. hrs.			
BUL2241	Business Law I	3			
BUL 2242	Business Law II	3			
CGS 2100	Microcomputer Applications	3			
LIS 2004	Introduction to Internet Information Research Resources	1			
OST 1435	Legal Terminology	3			
PLA 1003	Introduction to Paralegal	3			
PLA 1103	Legal Writing and Research I	3			
PLA 1800	Law of Domestic Relations	3			
PLA2114	Legal Writing and Research II	3			
PLA 2303	Criminal Law and the Paralegal	3			
PLA 2880	Constitutional Law	3			
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Criminal Justice Technology Bridge
Associate of Science Degree - Code 2039

Criminal Justice Training Center
Robert Doyle, Assistant Chair
(386) 506-3089 doyle@daytonastate.edu

Louie Mercer, Director
(386) 506-3171 • mercerlo@daytonastate.edu

Program Description

The Criminal Justice Training Center offers an associate of science degree bridge program that allows law enforcement and correctional officers who have been certified in compliance with the Criminal Justice Standards and Training Commission, to transfer vocational credits earned in their academy to college credit. The program will prepare officers for promotion to a supervisory capacity and meets the qualifications for salary incentives.

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

Students should contact the Criminal Justice Training Center for approximate costs of lab fees and textbooks.

Additional Admission Requirements

Students must have previously completed a Law Enforcement or Corrections Academy and be certified in compliance with the Florida Criminal Justice Standards and Training Commission.

General Education Courses		Sem. hrs.	Sample Program of Study		Sem. hrs.
ENC 1101	College Composition	3	Advanced Standing		
ENC 1102	Literature and Composition	3	(Credit awarded based on successful completion of Corrections or Law Enforcement Recruit Training programs).		
SPC 2600#	Oral Communication/Research/Presentation Skills	3	CJD 2990	Criminal Justice Bridge Transition	28
MAC 1105#	College Algebra OR	-	First Year		
MGF 2106#	College Mathematics OR	-	1st Semester		Sem. hrs.
MGF 2107#	Mathematics for Liberal Arts	3	ENC 1101	College Composition	3
#	Behavioral & Human Sciences Core- CHOOSE ONE:	3	MAC 1105	College Algebra OR	-
PSY 1012	General Psychology		MGF 2106	College Mathematics OR	-
SYG 2000	Introduction to Sociology		MGF 2107	Mathematics for Liberal Arts	3
	Humanities, Cultural & Aesthetic Core - CHOOSE ONE:	3		Behavioral & Human Sciences Core	3
AML 2023	Contemporary American Literature		CCJ 1010	Introduction to Criminology	3
AML 2052	Modern American Literature		CJC 1000	Introduction to Corrections	3
AML 2600	Introduction to African American Literature		2nd Semester		Sem. hrs.
ARH 1000	Art Appreciation		ENC 1102	Literature and Composition	3
ENL 2931	Selected Topics in Shakespeare			Humanities, Cultural & Aesthetic Core	3
HUM 2210	Humanities I		CCJ 1020	Introduction to Criminal Justice	3
HUM 2230	Humanities II			Criminal Justice Elective	3
LIT 2110	Masterpieces of World Literature I		3rd Semester		Sem. hrs.
LIT 2120	Masterpieces of World		SPC 2600	Oral Communication/ResearchPresentation	3

	Literature II			Skills	
LIT 2602	Literature of the Sea		CCJ 2500	Juvenile Delinquency	3
MUH 2051	Introduction to the Music of the World's Peoples			Criminal Justice Elective	3
MUL 1010	Music Appreciation		TOTAL		64
MUL 2380	Popular Music in America			<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
THE 1000	Dramatic Appreciation				
≠ Course requires a pre or corequisite. See course description in the current college catalog.					
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.					
Advanced Standing Courses					
(Credit awarded based on successful completion of Corrections or Law Enforcement Recruit Training programs and successful completion of State Officer Examination.)					
CJD 2990	Criminal Justice Bridge Transition	28			
Program Specific Courses		Sem. hrs.			
CCJ 1010	Introduction to Criminology	3			
CCJ 1020	Introduction to Criminal Justice	3			
CJC 1000*	Introduction to Corrections	3			
CCJ 2500	Juvenile Delinquency	3			
	Criminal Justice Elective	3			
	Criminal Justice Elective	3			
ELECTIVE – CHOOSE TWO					
CCJ 2647	Organized Crime	3			
CJE 1670	Crime Scene Investigation	3			
CJT 2100	Criminal Investigation	3			
CCJ 2930	Selected Studies in Criminal Justice	3			
CCJ 2949	Cooperative Education Experience in Criminal Justice	3			
CCJ 2949	Cooperative Education Experience in Criminal Justice	3			
*CJC 1000 meets the graduation requirement for the basic use of computers for this program.					
			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .		
				CC2008-09	

**Criminal Justice Bridge For
Federal Law Enforcement Officers
Associate of Science Degree - Code 2239
(Limited Access Program)**

Criminal Justice Training Center
Robert Doyle, Assistant Chair
(386) 506-3089 • doyle@daytonastate.edu

Louie Mercer, Director
(386) 506-3171 • mercerlo@daytonastate.edu

Program Description

This program is a limited access Criminal Justice A.S. degree program that is specifically designed for certified Federal Law Enforcement officers who wish to obtain a two-year college degree in their field and may wish to continue their studies by entering Daytona State College's Bachelor of Applied Science (B.A.S.) degree in Supervision and Management.

Program participants must be currently trained, certified and working Federal Law Enforcement officers.

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

Students should contact the Criminal Justice Training Center for approximate costs of lab fees and textbooks.

Additional Admission Requirements

Students must have previously completed a Federal Law Enforcement Academy and must be certified in Law Enforcement by the Federal Government.

General Education Courses		Sem. hrs.	Sample Program of Study		Sem. hrs.
ENC 1101	College Composition	3	Advanced Standing		
ENC 1102#	Literature and Composition	3	<i>Credit awarded upon completion of a Federal Law Enforcement Academy and Federal certification.</i>		
RTV 2300#	Broadcast Research/Newsriting/ Presentation Skills OR	-	CJD 2990	Criminal Justice Bridge Transition	28
SPC 2600#	Oral Communication/Research/ Presentation Skills	3	1st Semester		Sem. hrs.
MGF 2107#	Mathematics for the Liberal Arts OR	-	ENC 1101	College Composition	3
MAC 1105#	College Algebra	3	CCJ 1020	Introduction to Criminal Justice	3
PSY 1012#	General Psychology OR	-	CCJ 2949	Cooperative Education Experience in Criminal Justice	3
SYG 2000#	Introduction to Sociology	3	2nd Semester		Sem. hrs.
HUM 2210#	Humanities I OR	-	ENC 1102	Literature and Composition	3
HUM 2230#	Humanities II	3	MGF 2107	Mathematics for the Liberal Arts OR	-
# Course requires a pre or corequisite. See course description in the current college catalog.			MAC 1105	College Algebra	3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.				Criminal Justice Elective	3

Advanced Standing Courses			3 rd Semester		Sem. hrs.
Credit awarded upon completion of a Federal Law Enforcement Academy and Federal certification.			RTV 2300	Broadcast Research/Newsriting/ Presentation Skills OR	-
CJD 2990	Criminal Justice Bridge Transition	28	SPC 2600	Oral Communication/Research/Presentation Skills	3
Program Specific Courses		Sem. hrs.	CCJ 1010	Introduction to Criminology	3
CCJ 1010	Introduction to Criminology	3	CCJ 2500	Juvenile Delinquency	3
CCJ 1020	Introduction to Criminal Justice	3	4th Semester		Sem. hrs.
CCJ 2500	Juvenile Delinquency	3	PSY 1012	General Psychology OR	-
CCJ 2949	Cooperative Education Experience in Criminal Justice	3	SYG 2000	Introduction to Sociology	3
CJC 1000#	Introduction to Corrections	3	HUM 2210	Humanities I OR	-
Criminal Justice Elective: CHOOSE ONE			HUM 2230	Humanities II	3
CJT 2100	Introduction to Criminal Investigation	3	CJC 1000	Introduction to Corrections	3
CCJ 2930	Selected Topics in Criminal Justice	3	TOTAL		64
CCJ 2949*	Cooperative Education Experience in Criminal Justice	3		<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
#CJC 1000 meets the graduation requirement for the basic use of computers for this program.					
*Students may choose to enroll in a second Cooperative Education Experience course.					
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09 - 6/08	

Dental Hygiene
Associate of Science Degree - Code 2036
(Limited Access Program)

Claire Peterson, Assistant Chair
(386) 785-2068 • petersc@daytonastate.edu

Pamela Ridilla, Chairperson
(386) 785-2093 • ridillp@daytonastate.edu

Program Description

Students are taught to remove deposits from tooth surfaces; provide methods of oral physiotherapy; expose, process, mount and interpret radiographs; provide oral health education as well as acquire knowledge in methods of infection control practices. Dental hygienists are licensed professionals who, under the supervision of a licensed dentist, provide oral health care services and treatment in dental offices and public health facilities. Job title: Dental Hygienist.

The Dental Hygiene program is accredited by the American Dental Association's Commission on Dental Accreditation, a specialized accrediting body recognized by the United States Department of Education. The Commission can be contacted at (312) 440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611. Students are eligible to sit for the National Board Dental Hygiene Examination and upon graduation they are eligible to sit for state/regional licensure examinations.

Please Note: *This program is eligible for federal and state financial aid.*

Approximate Additional Costs

Textbooks, instruments, uniforms, graduation fee, National Board Dental Hygiene Examination and state licensing examination – \$6,500.

Additional Admission Requirements

- Completion of prerequisite courses with a grade of "C" or better **before** submitting an application to the program: ENC 1101 (College Composition); MAC 1105 (College Algebra); BSC 1085/1085L (Human Anatomy and Physiology I and Lab); BSC 1086/1086L (Human Anatomy and Physiology II and Lab); and CHM 1025/1025L (Introduction to Chemistry and Lab).
- Applicants who have graduated from a dental assisting program, accredited by the American Dental Association's Commission on Dental Accreditation, within a **three-year** time frame, may receive credit for: DEH 1133 (Orofacial Anatomy and Physiology); DES 1200/1200L (Dental Radiography and Lab); DES 1840 (Preventive Dentistry); DES 2830L (Expanded Functions for the Dental Hygienist); and DES 1100/1100L (Elements of Dental Materials and Lab). Transfer of credit for these courses will be at the discretion of the department chairperson.
- Submit completed Department of Dental Science application to the Academic Advisor in the School of Health, Human, and Public Services between May 1 and May 31.
- Completion of health screening to include: recent physical examination; verification of immunization against tetanus-diphtheria, measles, mumps, rubella and Hepatitis B; and negative test for tuberculosis.
- Basic Life Support (BLS) certification for the Health Care Provider through the American Heart Association or the American Red Cross **before** entering the program.
- Florida Department of Law Enforcement (FDLE) background checks must be completed **prior** to the first day of class. Final program acceptance contingent upon satisfactory results of the FDLE screening.
- All program prerequisite, general education, and dental hygiene courses must be completed with a grade of "C" or better.
- Students will be held accountable for the policy and procedures of the dental hygiene program as outlined in the dental hygiene student policy handbook, as well as the college student handbook.

General Education Courses		Sem. hrs.	Sample Program of Study		
HUN 1201	Human Nutrition	3	Prerequisite Courses		Sem. hrs.
MCB 1010/ 1010L#	Microbiology and Lab	4	ENC 1101	College Composition	3
PSY 1012#	General Psychology	3	MAC 1105 #	College Algebra	3
SPC 2600#	Oral Communication/Research/ Presentation Skills	3	BSC 1085/ 1085L#	Human Anatomy and Physiology I and Lab	4
SYG 2000#	Introduction to Sociology	3	BSC 1086/ 1086L	Human Anatomy and Physiology II and Lab	4
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	CHM 1025/ 1025L#	Introduction to Chemistry and Lab	4
AML 2023	Contemporary American Literature		First Year		
AML 2052	Modern American Literature		1st Semester (Fall)		Sem. hrs.
AML 2600	Introduction to African American Literature		MCB 1010/ 1010L	Microbiology and Lab	4
ARH 1000	Art Appreciation		DEH 1002/ 1002L	Preclinical Dental Hygiene and Lab	4
ENL 2931	Selected Topics in Shakespeare		DEH 1133	Orofacial Anatomy and Physiology	2
HUM 2210	Humanities I		DEH 1133L	Orofacial Anatomy and Physiology Lab	1
HUM 2230	Humanities II		DES 1200/ 1200L	Dental Radiography and Lab	4
LIT 2110	Masterpieces of World Literature I		DES 1840	Preventive Dentistry	2
LIT 2120	Masterpieces of World Literature II		2nd Semester (Spring)		Sem. hrs.
LIT 2602	Literature of the Sea		HUN 1201	Human Nutrition	3
MUH 2051	Introduction to the Music of the World's Peoples		DEH 1800	Clinical Dental Hygiene I	2
MUL 1010	Music Appreciation		DEH 1800L	Dental Hygiene Clinic I	2
MUL 2380	Popular Music in America		DEH 2602	Periodontology	3
THE 1000	Dramatic Appreciation		DES 2010	Head and Neck Anatomy	2
*MCB 1010C/1010L fulfills general education requirements for AS degree programs only.			DES 2830L	Expanded Functions for the Dental Hygienist	2
#Course requires a pre or corequisite. See course description in the current college catalog.			Summer Semester – Term A (Six Weeks)		Sem. hrs.
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			DEH 1802	Clinical Dental Hygiene II	2

Program Specific Courses		Sem. hrs.	DEH 1802L	Dental Hygiene Clinic II	2
DEH 1002/1002L	Preclinical Dental Hygiene and Lab	4	DES 1100/1100L	Elements of Dental Materials and Lab	3
DEH 1133	Orofacial Anatomy and Physiology	2	Summer Semester – Term B (Six Weeks)		Sem. hrs.
DEH 1133L	Orofacial Anatomy and Physiology Lab	1	SPC 2600	Oral Communication/Research/Presentation Skills	3
DEH 1800	Clinical Dental Hygiene I	2	Second Year		
DEH 1800L	Dental Hygiene Clinic I	2	1 st Semester (Fall)		Sem. hrs.
DEH 1802	Clinical Dental Hygiene II	2	SYG 2000	Introduction to Sociology	3
DEH 1802L	Dental Hygiene Clinic II	2	DEH 2300	Pharmacology and Pain Control	2
DEH 2300	Pharmacology and Pain Control	2	DEH 2400	General and Oral Pathology	2
DEH 2400	General and Oral Pathology	2	DEH 2804	Clinical Dental Hygiene III	2
DEH 2602	Periodontology	3	DEH 2804L	Dental Hygiene Clinic III	4
DEH 2702/2702L	Community Dental Health and Lab	3	DES 2600	Medical and Dental Emergencies	1
DEH 2804	Clinical Dental Hygiene III	2	2 nd Semester (Spring)		Sem. hrs.
DEH 2804L	Dental Hygiene Clinic III	4	PSY 1012	General Psychology	3
DEH 2806	Clinical Dental Hygiene IV	2		Humanities, Cultural & Aesthetic Core	3
DEH 2806L	Dental Hygiene Clinic IV	4	DEH 2702/2702L	Community Dental Health and Lab	3
DES 1100/1100L	Elements of Dental Materials and Lab	3	DEH 2806	Clinical Dental Hygiene IV	2
DES 1200/1200L	Dental Radiography and Lab	4	DEH 2806L	Dental Hygiene Clinic IV	4
DES 1840	Preventive Dentistry	2	TOTAL		88
DES 2010	Head and Neck Anatomy	2		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
DES 2600	Medical and Dental Emergencies	1			
DES 2830L	Expanded Functions for the Dental Hygienist	2			
*DEH 2602 meets the graduation requirement for the basic use of computers for this program.					
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Early Childhood Education Associate Degree Associate of Science Degree-Code 2044		
Mary Ann Rodgers Assistant Chair (386)506-3113 rogerm@daytonastate.edu		Dr. Linda Miles, Assistant Dean Allied Health Department (386) 506-3189
Program Description The program prepares students to work as child development center teachers, child development center curriculum coordinators, infant-toddler teachers, preschool teachers, child development center managers, or to provide supplementary training for persons previously or currently employed in these occupations. The program includes a core of courses which must be completed by all students and an area of specialization. The areas of specialization are Preschool (ages three to five), Infant/Toddler and Child Development Center Management. Activities and courses will reflect the student's area of specialization. A pre-admission consultation with the assistant chair is strongly recommended.		
Select courses in this program meet the educational requirements for the CDA credential and the Director's Credential Contact the assistant chair for further information.		
<i>Note: In addition to the required courses, students will be required to have a current approved certificate in first aid and infant child and adult CPR. This certificate must be earned in the semester prior to graduation.</i>		
Please Note: This program is eligible for federal and state financial aid		
Approximate Additional Costs FDLE Background Screening \$23		
Additional Admission Requirements <ul style="list-style-type: none"> Basic Cardiac Life Support for Health Care Provider and AED through American Heart Association or American Red Cross. 		
General Education Courses		Sem.Hrs.
ENC1101	College Composition	3
SPC 2600 ≠	Oral Communication/Research/Presentation Skills	3
MAC 1105 ≠	College Algebra	3
SYG 2000≠	Introduction to Sociology	3
≠	Behavioral & Human Sciences Core- CHOOSE FROM:	3
DEP 2004	Developmental Psychology	
PSY 1012	General Psychology	
≠	Humanities, Cultural & Aesthetic Core- CHOOSE FROM:	3
AML 2023	Contemporary American Literature	
AML 2052	Modern American Literature	
ENL 2931	Selected Topics in Shakespeare	
HUM 2210	Humanities I	
HUM 2230	Humanities II	
LIT 2110	Masterpieces of World Literature I	
LIT 2120	Masterpieces of World Literature II	
LIT 2602	Literature of the Sea	
MUH 2051	Introduction to the Music of the World's Peoples	
MUL 1010	Music Appreciation	
MUL 2380	Popular Music in America	
THE 1000	Dramatic Appreciation	
≠ Course requires a pre or corequisite. See course description in the current college catalog.		
Note: It may be necessary for the student to enroll in a college preparatory English, Math, or reading course depending upon College Placement Test scores.		

Program Specific Courses		Sem. Hrs.
CHD 1104	Introduction to Early Childhood Education I	3
CHD 1104L	Introduction to Early Childhood Education I Lab	1
CHD 1220*	Child Growth and Development	3
CHD 1430	Observation, Recording and Assessment	3
CHD 1820	Introduction to Early Childhood Education II	3
CHD 1820L	Introduction to Early Childhood Education II Lab	1
CHD 2320	Curriculum Planning for Early Childhood	3
CHD 2333/ 2333L	Creative Activities for the Young Child and Lab	3
CHD 2334	Language Arts for the Young Child and Lab	3
CHD 2334L	Language Arts for the Young Child Lab	1
CHD 2335/ 2335L	Music and Motor Activities for the Young Child and Lab	3
CHD 2338	Math and Science for the Young Child	3
CHD 2338L	Math and Science Activities Lab	1
CHD 2440	Child Development Practicum	6
EEX 1600	Classroom Management for Early Childhood	2
EEX 2080	Teaching the Exceptional Learner	3
HSC 1421	Health, Safety, and Nutrition for the Young Child	3
*CHD 1220 meets the graduation requirement for the basic use of computers for this program.		
(SPECIALIZATIONS) Students MUST select second (2 nd) year courses based on their area of specialization.		Sem. hrs.
PRESCHOOL SPECIALIZATION	All Program Specific Courses	
INFANT/TODDLER SPECIALIZATION	Substitute CHD 1820 and CHD 1820L with: CHD 2110 Infant Toddler Development	4
SCHOOL AGE SPECIALIZATION	Substitute CHD 1820 and CHD 1820L with: CHD 2236 Introduction to School-Age Children	3
	Substitute CHD 2320 with: CHD 2382 Planning Curriculum for School-Age Care Programs	3
CHILD DEVELOPMENT ASSOCIATE (CDA) CREDENTIAL*	CHD 1220 Child Growth and Development	3
	CHD 2320 Curriculum Planning for Early Childhood	3
	CHD 2930 Special Topics in Early Childhood	1
	EEC 2401 Home, School, and Community	2
Foundational Level	CHD 2801 Child Development Management	3
Advanced Level	EEC 2523 Leadership and Management of Child Care Program	3
	TOTAL	63
*This certification only requires these courses. Students have the option of registering under Program Code 2144 for this Certification. See assistant chair for further information.		
Note: Sequence of courses may vary. Check course descriptions for requisite requirements		
Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .		
CC2008-09		

Fire Science Technology
Associate of Science Degree - Code 2056

Teresa Campbell, Senior Staff Assistant
(386) 506-3693 campbet@daytonastate.edu

Louie Mercer, Director
(386) 506-3693 • mercero@daytonastate.edu

Program Description

The program is designed for students employed or those who desire employment in the fire service. Students take a balance of academic and fire science courses covering fire service organization, strategy and tactics, fire codes and alarm and extinguishing systems. As certain classes are completed, students may apply to take state certification exams, which may lead to advancement within the fire service. The Fire Apparatus Operator program is certified through the Florida Fire College.

Note: Those desiring Inspector Certification must be able to comply with the requirements of 4A-39 Florida administrative codes.

Please Note: This program is eligible for federal and state financial aid.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1st Semester		
MAC 1105#	College Algebra	3	ENC 1101	College Composition	3
CHM 1025/1025L#	Introduction to Chemistry and Lab	4	MAC 1105	College Algebra	3
PSY 1012#	General Psychology	3	FFP1510	Construction Codes and Material Rating	3
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	FFP 1810	Firefighting Strategy and Tactics I	3
AML 2023	Contemporary American Literature		FFP 2811	Firefighting Strategy and Tactics II	3
AML 2052	Modern American Literature		2nd Semester		
AML 2600	Introduction to African American Literature		SPC 2600	Oral Communication/ResearchPresentation Skills	3
ARH 1000	Art Appreciation		PSY 1012	General Psychology	3
ENL 2931	Selected Topics in Shakespeare		CGS 2100	Microcomputer Applications	3
HUM 2210	Humanities I		FFP 1520	Fire Prevention Programs	3
HUM 2230	Humanities II		FFP 2120	Building Construction	3
LIT 2110	Masterpieces of World Literature I		Second Year		
LIT 2120	Masterpieces of World Literature II		1st Semester		
LIT 2602	Literature of the Sea			Humanities, Cultural & Aesthetic Core	3
MUH 2051	Introduction to the Music of the World's Peoples		CHM 1025/1025L	Introduction to Chemistry and Lab	4
MUL 2380	Popular Music in America		FFP 2720	Fire Department Leadership	3

MUL 1010	Music Appreciation		FFP	Fire Science Elective	3
THE 1000	Dramatic Appreciation		FFP	Fire Science Elective	3
# Course requires a pre or corequisite. See course description in the current college catalog.			2nd Semester		Sem. hrs.
Note: It may be necessary for the student to enroll in a college preparatory English, Math, or Reading course depending upon College Placement Test scores.			FFP 1799	Time Management for Fire Service	1
Program Specific Courses		Sem. hrs.	FFP 2540	Private Fire Protection Systems	3
CGS 2100	Microcomputer Applications	3	FFP 2740	Fire Service Instructor	3
FFP1510	Construction Codes and Material Rating	3	FFP 2949	Cooperative Education Experience in Fire Science	1
FFP 1520	Fire Prevention Programs	3	FFP	Fire Science Elective	3
FFP 1799	Time Management for Fire Service	1	FFP	Fire Science Elective	3
FFP 1810	Firefighting Strategy and Tactics I	3	TOTAL		60
FFP 2120	Building Construction	3		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
FFP 2540	Private Fire Protection Systems	3			
FFP 2720	Fire Department Leadership	3			
FFP 2740	Fire Service Instructor	3			
FFP 2811	Firefighting Strategy and Tactics II	3			
FFP 2949	Cooperative Education Experience in Fire Science	3			
FFP	Fire Science Elective	3			
FFP	Fire Science Elective	3			
FFP	Fire Science Elective	3			
FFP	Fire Science Elective	3			
Program Specific Courses: Choose Four		Sem. hrs.			
EMS 1119	Emergency Medical Technician I	7			
FFP 1000	Introduction to Fire Protection Hazards	3			
FFP 1700	Management of Municipal Fire Protection	3			
FFP 2401	Hazardous Materials I	3			
FFP 2402	Hazardous Materials II	3			
FFP 2521	Blueprint Reading and Plans Evaluation	3			
FFP 2604	Fire Detection and Investigation	3		Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
FFP 2741	Fire Service Course Design	3			
PAD 2002	Introduction to Public Service Principles	6			
				CC2008-09	

**Human Services (Addictions Studies/Generalist)
Associate of Science Degree - Code 2007**

Patti Hall-Pennell, Assistant Chair
(386) 506-3713 • hallp@daytonastate.edu

Dr. Linda Miles, Assistant Dean
Allied Health Department
(386) 506-3189

Program Description

The Human Services program with an Addiction Specialization prepares students for employment in the field of addiction specific human services. The A.S. degree assists students to acquire additional skills that lead to a bachelor's degree, in contrast to the A.A.S. degree. Human Services is designed as an interdisciplinary program, including the fields of psychology, mental health, addictions, social work, sociology and health care. The interdisciplinary approach—also called “Transdisciplinary Foundations”—is key to the development of skills related to an array of helping services in a variety of agencies that focus on addiction, prevention/treatment. Transdisciplinary Foundations include understanding and treating addictions, with an additional emphasis on application to practice and professional readiness. Helping skills included in the “Professional Practice Dimensions” areas include: Interviewing, screening, and assessment; treatment planning, counseling and intervention techniques, knowledge of adaptive and maladaptive behavior patterns and various treatment referrals; communication and documentation skills; knowledge of social and diversity issue; and client/family/community education and professional responsibilities. Legal and ethical and practice issues relating to general human services and addictions work are emphasized. The Human Services program requires students to integrate knowledge and practice skills through community and college service work, and professionally supervised internships in a wide variety of human service agencies and programs. The Human Services program is a Single Source Provider for the Florida Certification Board. Students can use coursework to meet virtually all of their educational requirements for certification as associate level addictions professionals. The internship hours count as work experience if the assignments are completed in an agency that serves clients with addictions. Codes of Ethics, including that of the Board and the professional organizations for Human Services are a guiding principle to the program, its students, and faculty. Students have a unique opportunity to practice professional responsibilities through the Human Services Program, its Club, and the regional and national organizations for Human Services.

Note: It is extremely important that students take coursework in a specific order. For that reason, new students need to schedule an interview with the assistant chair. Orientation is mandatory.

Please Note: This program is eligible for federal and state financial aid.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1st Semester		
MAC 1105#	College Algebra OR	-	ENC 1101	College Composition	3
MGF 2106#	College Mathematics OR	-	CLP 2001	Psychology of Adjustment OR	-
STA 2023 #	Elementary Statistics	3	PSY 1012	General Psychology	3
CLP 2001	Psychology of Adjustment OR	-	HUS 1001	Introduction to Human Services	3
PSY 1012 #	General Psychology	3	HUS 2933	Human Services Seminar	1
DEP 2004#	Developmental Psychology	3	PCO 2202	Counseling Techniques	3
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3		Elective	3

AML 2023	Contemporary American Literature		2nd Semester		Sem. hrs.
AML 2052	Modern American Literature				
AML 2600	Introduction to African American Literature			Humanities, Cultural & Aesthetic Core	3
ARH 1000	Art Appreciation		HUS 1332	Advanced Counseling/Interview Skills	3
ENL 2931	Selected Topics in Shakespeare		HUS 1850/1850L	Human Services Externship I and Lab	4
HUM 2210	Humanities I		PPE 2001	Survey of Personality	3
HUM 2230	Humanities II		PSB 2442	Addictions I – Psychology of Addictions	3
LIT 2110	Masterpieces of World Literature I		Summer Semester		Sem. hrs.
LIT 2120	Masterpieces of World Literature II		HUS 2801/2801L	Human Services Practicum and Lab	6
LIT 2602	Literature of the Sea		Second Year		
MUH 2051	Introduction to the Music of the World's Peoples		1st Semester		Sem. hrs.
MUL 1010	Music Appreciation		MAC 1105	College Algebra OR	-
MUL 2380	Popular Music in America		MGF 2106	College Mathematics OR	-
THE 1000	Dramatic Appreciation		STA 2023	Elementary Statistics	3
<i>*MAT 1033 fulfills general education requirements for AAS degree programs only.</i>			DEP 2004	Developmental Psychology	3
<i>≠ Course requires a pre or corequisite. See course description in the current college catalog.</i>			SOP 2772	Psychology of Human Sexuality	3
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			HUS 2200	Group Dynamics	3
Program Specific Courses		Sem. hrs.	HUS 2424	Addictions and Treatment	3
CLP 2140	Abnormal Psychology	3	HUS 2851/2851L	Human Services Externship II and Lab	4
HUS 1001	Introduction to Human Services	3	4th Semester		Sem. hrs.
HUS 1332	Advanced Counseling/Interview Skills	3	SPC 2600	Oral Communication/Research/Presentation Skills	3
HUS 1850/1850L	Human Services Externship I and Lab	4	CLP 2140	Abnormal Psychology	3
HUS 2200	Group Dynamics	3	HUS 2441	Addictions, Families and Communities	3

HUS 2441	Addictions, Families, and Communities	3	HUS 2500	Issues and Ethics in Human Services	3
HUS 2500	Issues and Ethics in Human Services	3	HUS 2852/2852L	Human Services Externship III and Lab	4
HUS 2442	Addictions and Treatment	3	TOTAL		73
HUS 2801/2801L	Human Services Practicum and Lab	6		<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
HUS 2851/2851L	Human Services Externship II and Lab	4			
HUS 2852/2852L	Human Services Externship III and Lab	4			
HUS 2933	Human Services Seminar	1			
PCO2202*	Counseling Techniques	3			
PPE 2001	Survey of Personality	3			
PSB 2442	Addictions I – Psychology of Addictions	3			
SOP 2772	Psychology of Human Sexuality	3			
	Elective	3			
Elective – Choose From:		3			
CCJ 1020	Introduction to Criminal Justice	3			
CCJ 2500	Juvenile Delinquency	3			
REL 2300	World Religion	3			
*PCO 2202 meets the graduation requirement for the basic use of computers for this program.					
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Human Services (Generalist)
Associate of Science Degree - Code 2026

Patti Hall-Pennell, Assistant Chair
(386) 506-3713 • hallp@daytonastate.edu

Dr. Linda Miles, Assistant Dean
Allied Health Department
(386) 506-3189

Program Description

The Human Services program prepares students for employment in the fields of human services. The A.S. degree assists students to acquire additional skills that lead to a bachelor's degree, in contrast to the A.A.S. degree. Human services is designed to reflect an interdisciplinary focus, including the fields of psychology, mental health, addictions, social work, sociology and health care. The interdisciplinary approach is key to the development of skills related to an array of helping services in public, non-profit or private agencies. Some jobs may be social service related, others may be behavioral (or mental health), child and family, or addictions. Helping skills included in what organizations are calling the "Professional Practice Dimensions" areas include: Interviewing, screening, and assessment; treatment planning, counseling and intervention techniques, knowledge of adaptive and maladaptive behavior patterns and various treatment referrals; communication and documentation skills; knowledge of social and diversity issue; and client/family/community education and professional responsibilities. Legal and ethical and practice issues relating to general human services work are emphasized. The Human Services program requires students to integrate knowledge and practice skills through community and college service work, and professionally supervised internships in a wide variety of human service agencies and programs. The Human Services program is a Single Source Provider for the Florida Certification Board. Students can use coursework to meet virtually all of their educational requirements for certification as associate level professionals in behavioral health. The internship hours count as work experience if the assignments are completed in an agency that serves clients with identified needs. Codes of Ethics, including that of the Board and the professional organizations for Human Services are a guiding principle to the program, its students, and faculty. Students have a unique opportunity to practice professional responsibilities through the Human Services Program, its Club, and the regional and national organizations for Human Services.

Note: It is extremely important that students take course work in a specific order. For that reason, new students need to schedule an interview with the assistant chair. Orientation is mandatory.

Please Note: This program is eligible for federal and state financial aid.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1st Semester		Sem. hrs.
MAC 1105#	College Algebra OR	-	ENC 1101	College Composition	3
MGF 2106 #	College Mathematics OR	-	CLP 2001	Psychology of Adjustment OR	-
STA 2023#	Elementary Statistics	3	PSY 1012	General Psychology	3
CLP 2001	Psychology of Adjustment OR	-	HUS 1001	Introduction to Human Services	3
PSY 1012#	General Psychology	3	PCO 2202	Counseling Techniques	3
DEP 2004#	Developmental Psychology	3	HUS 2933	Human Services Seminar	1
#	Humanities, Cultural & Aesthetic Core- CHOOSE FROM:	3	2nd Semester		
AML 2023	Contemporary American Literature			Humanities, Cultural & Aesthetic Core	3
AML 2052	Modern American Literature		HUS 1332	Advanced Counseling/Interview Skills	3
AML 2600	Introduction to African American Literature		HUS 1850/1850L	Human Services Externship I and Lab	4

ARH 1000	Art Appreciation		PPE 2001	Survey of Personality	3
ENL 2931	Selected Topics in Shakespeare		PSB 2442	Addictions I – Psychology of Addictions	3
HUM 2210	Humanities I		Summer Semester		Sem. hrs.
HUM 2230	Humanities II		HUS 2801/2801L	Human Services Practicum and Lab	6
LIT 2110	Masterpieces of World Literature I		Second Year		
LIT 2120	Masterpieces of World Literature II		1st Semester		Sem. hrs.
LIT 2602	Literature of the Sea		MAC 1105	College Algebra OR	-
MUH 2051	Introduction to the Music of the World's Peoples		MGF 2106	College Mathematics OR	-
MUL 1010	Music Appreciation		STA 2023	Elementary Statistics	3
MUL 2380	Popular Music in America		DEP 2004	Developmental Psychology	3
THE 1000	Dramatic Appreciation		HUS 2200	Group Dynamics	3
* Course requires a pre or corequisite. See course description in the current college catalog.			HUS 2851/2851L	Human Services Externship II and Lab	4
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.				Elective	3
Program Specific Courses		Sem. hrs.	2nd Semester		Sem. hrs.
CLP 2140	Abnormal Psychology	3	SPC 2600	Oral Communication/Research/Presentation Skills	3
HUS 1001	Introduction to Human Services	3	CLP 2140	Abnormal Psychology	3
HUS 1332	Advanced Counseling/Interview Skills	3	SLS 2304	Career Exploration	1
HUS 1850/1850L	Human Services Externship I	4	HUS 2500	Issues and Ethics in Human Services	3
HUS 2200	Group Dynamics	3	HUS 2852/2852L	Human Services Externship III and Lab	4
HUS 2500	Issues and Ethics in Human Services	3	TOTAL		65
HUS 2801/2801L	Human Services Practicum and Lab	6		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
HUS 2851/2851L	Human Services Externship II and Lab	4			
HUS 2852/2852L	Human Services Externship III and Lab	4			
HUS 2933	Human Services Seminar	1			
PCO 2202	Counseling Techniques	3			
PPE 2001	Survey of Personality	3			
PSB 2442	Addictions I – Psychology of Addictions	3			
SLS 2304	Career Exploration	1			
	Elective	3			

Elective – Choose From:		3			
CCJ 1020	Introduction to Criminal Justice	3			
CCJ 2500	Juvenile Delinquency	3			
REL 2300	World Religion	3			
SOP 2772	Psychology of Human Sexuality	3			
<i>*PCO 2202 meets the graduation requirement for the basic use of computers for this program.</i>					
				<p>Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.</p>	
				CC2008-09	

Nursing (Associate Degree)
Associate of Science Degree - Code 2071
(Limited Access Program)

Toni Couzenza, Chair
(386) 506-3922 • couzent@daytonastate.edu

Dr. Linda Miles, Assistant Dean
(386) 506-3720 • milesl@daytonastate.edu

Program Description

The National League for Nursing Accrediting Commission accredited program is designed for the student seeking an associate of science degree in nursing. Healthcare employment opportunities are available in long-term care, home health, hospitals, and out patient settings. Clinical experience is provided at local extended care facilities, hospitals, and other community agencies. Job title: Registered Nurse. Graduates are eligible to take the National Council Licensing Examination for Registered Nurses.

Classes admitted in January and August. Registered nurses with associate of science degrees are eligible for admission to UCF's bachelor of science in nursing (BSN) degree program

The Associate Degree Nursing Program is accredited by the National League for Nursing Accrediting Commission. Information about tuition, fees and program length also may be obtained from the National League for Nursing Accrediting Commission, 61 Broadway, 33rd Floor, New York, NY 10006; 800-669-1656.
Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

- Lab Fees (including liability insurance) - average of \$120 per semester
- Textbooks - \$1232.00
- Uniforms – \$150
- Laboratory Supplies – \$225
- Graduation Fee – \$25
- NCLEX Exam – \$405

Additional Admission Requirements

Program Prerequisites (courses must be completed with a grade of "C" or better): ENC 1101 (College Composition); MAC 1105 (College Algebra); MCB 1010/1010L (Microbiology and Lab); and BSC 1085/1085L (Human Anatomy and Physiology I and Lab).

- Cumulative grade point average of 2.5 or better.
- Attendance at Nursing Advisement Session. Session dates available in the Academic Advising Office.
- Applications submitted May and September. Students will be accepted based on specific admission criteria. There will no longer be a waiting list. Students must apply each application cycle until accepted based on the selection process.
- Completion of the Nurse Entrance Test at the 50th percentile or better in each category (mathematics, reading, and overall composite).
- Completion of health screening to include: recent physical examination; verification of immunization against tetanus, measles, mumps, rubella and Hepatitis "B"; and negative test for tuberculosis.

Basic Cardiac Life Support (BLS) certification for healthcare providers to include adults, infant, children, and automatic external defibrillator (AED) affiliated with the American Heart Association or the American Red Cross.

Satisfactory results of a Florida Department of Law Enforcement background check.

According to Florida Board of Nursing, convicted felons who have had their civil rights removed are not eligible to take the National Council Licensure Examination for Registered Nurses.

Program corequisites and Nursing courses must be completed with a grade of "C" or better.

- Students will be held accountable for the policies and procedures of the nursing program as outlined in the nursing student policy handbook, as well as the college student handbook.
- Readmission and transfer nursing courses must have been taken within one year and evaluated by the nursing readmission and transfer committee. Limited space is available for transfer nursing students.

General Education Courses		Sem. hrs.	Sample Program of Study	
ENC 1102#	Literature and Composition	3	Prerequisite Courses	Sem. hrs.
SPC 2600#	Oral Communication/Research/ Presentation Skills	3	ENC 1101 College Composition	3
BSC 1086/ 1086L#	Human Anatomy and Physiology II and Lab	4	MAC 1105# College Algebra	3
PSY 1012#	General Psychology	3	MCB 1010/ 1010L*#	4
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	BSC 1085/ 1086L#	4
AML 2010	Early American Literature		First Year	
AML 2023	Contemporary American Literature		1st Semester	Sem. hrs.
AML 2052	Modern American Literature		BSC 1086/ 1086L	4
AML 2600	Introduction to African American Literature		PSY 1012	3
ARH 1000	Art Appreciation		NUR 1021/ 1021L	10
ENL 2012	Early English Literature		2nd Semester	Sem. hrs.
ENL 2931	Selected Topics in Shakespeare		ENC 1102	3
HUM 2210	Humanities I		NUR 1260/ 1260L	10
HUM 2230	Humanities II		Second Year	
LIT 2110	Masterpieces of World Literature I		1st Semester	Sem. hrs.
LIT 2120	Masterpieces of World Literature II		SPC 2600	3
LIT 2602	Literature of the Sea		NUR 2310/ 2310L	4
MUH 2051	Introduction to the History of the World's Peoples		NUR 2420/ 2420L	4
MUL 1010	Music Appreciation		Summer Semester	Sem. hrs.
MUL 2380	Popular Music in America		NUR 2512/ 2512L	4
THE 1000	Dramatic Appreciation		2nd Semester	Sem. hrs.
#Course requires a pre or corequisite. See course descriptions in the current college catalog.			Humanities, Cultural & Aesthetic Core	3
*MCB 1010/MCB 1010L fulfills general education requirements for AS degree programs only.			NUR 2744/ 2744L	10

Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.

TOTAL

72

Program Specific Courses

**Sem.
hrs.**

Note: Sequence of courses may vary. Check course descriptions for requisite requirements.

NUR 1021/ 1021L	Introduction to Nursing Process and Lab	10
NUR 1260/ 1260L	Nursing Process II and Lab	10
NUR 2310/ 2310L	Nursing Process III: Child Health and Lab	4
NUR 2420/ 2420L*	Nursing Process III: Maternal Health and Lab	4
NUR 2512/ 2512L	Nursing Process IV: Psychiatric and Mental Health Nursing and Lab	4
NUR 2744/ 2744L	Nursing Process V: Advanced Medical- Surgical Nursing and Lab	10

**NUR 2420/2420L meets the graduation requirement for the basic use of computers for this program.*

Need help preparing for your job search?
Login to Daytona State's Career Services
Online (CSO) at
www.myinterfase.com/DaytonaState/student
to create your personal career account. Or
contact your Daytona State College Career
Advisor through
CareerServices@DaytonaState.edu.

CC2008-09

**Transition Into Professional Nursing
(Accelerated Associate Degree)
Associate of Science Degree - Code 2071
(Limited Access Program)**

Toni Couzenza, Chair
(386) 506-3922 • couzent@daytonastate.edu

Dr. Linda Miles, Assistant Dean
(386) 506-3720 • milesl@daytonastate.edu

Program Description

The National League for Nursing Accrediting Commission accredited program is designed for Licensed Practical Nurses (LPN), Paramedic, or Registered Respiratory Therapists (RRT) seeking an associate of science degree in nursing. Healthcare employment opportunities are available in long term care, home health, hospitals, and out patient settings. Clinical experience is provided at local extended care facilities, hospitals, and other community agencies. Job title: Registered Nurse. Graduates are eligible to take the National Council Licensing Examination for Registered Nurses. Classes admitted every January and August. Registered nurses with associate of science degrees are eligible for admission to UCF's bachelor of science in nursing (BSN) degree program.

The Associate Degree Nursing program is accredited by the National League for Nursing Accrediting Commission. Information about tuition, fees and program length also may be obtained from the National League for Nursing Accrediting Commission, 61 Broadway, 33rd Floor, New York, NY 10006; 800-669-1656.

Approximate Additional Costs

- Lab Fees (including liability insurance) average \$120 per semester
- Textbooks – \$982.33
- Uniforms – \$150
- Laboratory Supplies – \$180.50
- Graduation Fee – \$25
- NCLEX Exam - \$405

Additional Admission Requirements

- Have completed LPN, Paramedic, or RRT program and have one year working experience within the last three years. Students will be given 8 semester hours of Advanced Standing for licensure.**
- LPNs must provide evidence of a current Florida license as a practical nurse. Paramedic and RRTs must provide evidence of Florida certification. Must be in good standing with the Board that regulates profession.
- Paramedics and RRTs must complete a Certified Nursing Assistant course or provide evidence of a current Certified Nursing Assistant license in Florida.
- Paramedics and RRTs will be required to attend a medication skills laboratory and prove competency in critical skills.
- Program Prerequisites (courses must be completed with a grade of "C" or better): BSC 1085/1085L (Human Anatomy and Physiology I and Lab); BSC 1086/1086L (Human Anatomy and Physiology II and Lab); MCB 1010/1010L (Microbiology and Lab); ENC 1101 (College Composition); ENC 1102 (Literature and Composition); MAC 1105 (College Algebra); PSY 1012 (General Psychology).
- Cumulative grade point average of 2.5 or better.
- Attendance at Nursing Advisement Session. Session dates available in the Academic Advising Office.
- Applications submitted May and September. Students will be accepted based on specific admission criteria. There will no longer be a waiting list. Students must apply each application cycle until accepted based on the selection process.
- Completion of the Nurse Entrance Test at the 50th percentile or better in each category (mathematics, reading, and overall composite).
- Completion of health screening to include: recent physical examination; verification of immunization against tetanus, measles, mumps, rubella and Hepatitis "B"; and negative test for tuberculosis.
- Basic Cardiac Life Support (BLS) certification for healthcare providers to include adults, infant, children, and automatic external defibrillator (AED) affiliated with the American Heart Association or the American Red Cross.
- Basic computer competency skills. Specific courses involve web-enhanced learning.
- Satisfactory results of a Florida Department of Law Enforcement background check
- According to Florida Board of Nursing, convicted felons who have had their civil rights removed are not eligible totake the National Council Licensure Examination forRegistered Nurses.
- Program corequisites and Nursing courses must be completed with a grade of "C" or better.
- Students will be held accountable for the policies and procedures of the nursing program as outlined in the nursing student policy handbook, as well as the college student handbook.
- Readmission and transfer nursing courses must have been taken within one year and evaluated by the nursing readmission and transfer committee. Limited space is available for transfer nursing students.

General Education Courses		Sem. hrs.	Sample Program of Study		
SPC 2600#	Oral Communication/Research/Presentation Skills	3	Advanced Standing		Sem. hrs.
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	NUR 2990	Advanced Standing **	8
AML 2023	Contemporary American Literature		Prerequisite Courses		
AML 2052	Modern American Literature		ENC 1101	College Composition	3
AML 2600	Introduction to African American Literature		ENC 1102#	Literature and Composition	3
ARH 1000	Art Appreciation		MAC1105#	College Algebra	3
ENL 2931	Selected Topics in Shakespeare		BSC 1085/1085L#	Human Anatomy & Physiology I and Lab	4
HUM 2210	Humanities I		BSC 1086/1086L#	Human Anatomy and Physiology II and Lab	4
HUM 2230	Humanities II		MCB 1010/1010L*#	Microbiology and Lab	4
LIT 2110	Masterpieces of World Literature I		PSY 1012#	General Psychology	3
LIT 2120	Masterpieces of World Literature II		1st Semester		
LIT 2380	Literature by Women		NUR 1003/1003L	Transition into Professional Nursing and Lab	12
LIT 2602	Literature of the Sea		2nd Semester		
MUH 2051	Introduction to the History of the World's Peoples		SPC 2600	Oral Communication/Research/Presentation Skills	3
MUL 2380	Popular Music in America		NUR 2310/2310L	Nursing Process III: Child Health and Lab	4
MUL 1010	Music Appreciation		NUR 2420/2420L	Nursing Process III: Maternal Health and Lab	4
THE 1000	Dramatic Appreciation		Summer Semester		Sem. hrs.
#Course requires a pre or corequisite. See course descriptions in the current college catalog.			NUR 2512/2512L	Nursing Process IV: Mental Health and Psychiatric Nursing and Lab	4
(See AA degree-General Education Core Requirements for listing of courses.)			3rd Semester		Sem. hrs
*MCB 1010/1010L fulfills general education requirements for AS degree programs only.				Humanities, Cultural & Aesthetic Core	3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			NUR 2744/2744L	Nursing Process V: Advanced Medical-Surgical Nursing and Lab	10

Program Specific Courses		Sem. hrs.	TOTAL		72
NUR 1003/ 1003L	Transition into Professional Nursing and Lab	12		Note: Sequence of courses may vary. Check course descriptions.	
NUR 2310/ 2310L	Nursing Process III: Child Health and Lab	4			
NUR 2420/ 2420L*	Nursing Process III: Maternal Health and Lab	4			
NUR 2512/ 2512L	Nursing Process III: Maternal Health and Psychiatric Nursing and Lab	4			
NUR 2744/ 2744L	Nursing Process V: Advanced Medical Surgical Nursing and Lab	10			
				**Florida license as a practical nurse, or certification as a paramedic, or registered respiratory therapist. Students will be given eight semester hours of Advanced Standing for this licensure.	
*NUR 2420/2420L meets the graduation requirement for the basic use of computers for this program.					
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Radiography
Associate of Science Degree - Code 2037
(Limited Access Program)

Darcie Nethery, Assistant Chair
Halifax Medical Center • (386) 254-4075
darcie.nethery@halifax.org

Dr. Linda Miles, Assistant Dean
Allied Health Department
(386) 506-3189

Program Description

The program provides a multi-skilled comprehensive education for students in the radiologic sciences. The program promotes standards to meet and exceed outcomes of service-oriented professionals that are entry level into the profession while promoting multi-competent continuing education.

This program is accredited by the Joint Review Commission on Education in Radiologic Technology.

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

Students will be responsible for applicable Halifax Medical Center fees.

Additional Admission Requirements

- Program Prerequisites (courses must be completed with a grade of "C" or better): BSC1085/1085L (Human Anatomy and Physiology I and Lab), ENC 1101 (College Composition I), MAC 1105 (College Algebra).
- A minimum of 2.0 GPA is required.
- Prior to declaring a major in Radiography, the student must successfully complete the program application process. Applications and specific application information may be obtained at the program office at Halifax Medical Center.
- Prospective students must be of good physical and mental health.
- A pre-admission consultation with the assistant chair is strongly recommended.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	Prerequisite Courses		Sem. hrs.
MAC 1105#	College Algebra	3	ENC 1101	College Composition	3
BSC 1085/1085L#	Human Anatomy and Physiology I and Lab	4	MAC 1105#	College Algebra	3
PSY 1012#	General Psychology	3	BSC 1085/1085L#	Human Anatomy and Physiology I and Lab	4
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	First Year		
AML 2023	Contemporary American Literature		Spring Semester		Sem. hrs.
AML 2052	Modern American Literature			Humanities, Cultural & Aesthetic Core	3
AML 2600	Introduction to African American Literature		RTE 1000	Fundamentals of Radiologic Technology	1
ARH 1000	Art Appreciation		RTE 1001	Medical Terminology for Radiographers	1
ENL 2931	Selected Topics in Shakespeare		RTE 1418	Radiographic Exposures and Processing I	2
HUM 2210	Humanities I		RTE 1804	Radiographic Clinical Education I	3

HUM 2230	Humanities II		Summer Semester (12 Weeks)		Sem. hrs.
LIT 2110	Masterpieces of World Literature I		RTE 1457	Radiographic Exposure I	2
LIT 2120	Masterpieces of World Literature II		RTE 1513	Radiographic Procedures II	2
LIT 2602	Literature of the Sea		RTE 1513L	Radiographic Procedures Lab II	1
MUH 2051	Introduction to the Music of the World's Peoples		RTE 1503	Radiographic Procedures I	2
MUL 1010	Music Appreciation		RTE 1503L	Radiographic Procedures Lab I	1
MUL 2380	Popular Music in America		RTE 1814	Radiographic Clinical Education II	3
THE 1000	Dramatic Appreciation		Fall Semester		Sem. hrs.
* Course requires a pre or corequisite. See course description in the current college catalog.			PSY 1012	General Psychology	3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			CGS 2100	Microcomputer Applications	3
Program Specific Courses		Sem. hrs.	RTE 1523	Radiographic Procedures III	2
CGS 2100	Microcomputer Applications	3	RTE 1824	Radiographic Clinical Education III	5
RTE 1000	Fundamentals of Radiologic Technology	1	Second Year		
RTE 1001	Medical Terminology for Radiographers	1	Spring Semester		Sem. hrs.
RTE 1418	Radiographic Exposures and Processing I	2	RTE 2563	Selected Radiographic Special Procedures I	3
RTE 1457	Radiographic Exposure I	2	RTE 2613	Radiation Physics I	3
RTE 1503	Radiographic Procedures I	2	RTE 2834	Radiographic Clinical Education IV	5
RTE 1503L	Radiographic Procedures Lab I	1	RTE 2930	Radiographic Image Critique	1
RTE 1513	Radiographic Procedures II	2	Fall Semester		Sem. hrs.
RTE 1513L	Radiographic Procedures Lab II	1	RTE 2573	Selected Radiographic Special Procedures II	3
RTE 1523	Radiographic Procedures III	2	RTE 2623	Radiation Physics II	3
RTE 1804	Radiographic Clinical Education I	3	RTE 2844	Radiographic Clinical Education V	6
RTE 1814	Radiographic Clinical Education II	3	Spring/Summer Semester		Sem. hrs.
RTE 1824	Radiographic Clinical Education III	5	RTE 2385	Radiation Biology and Protection	2
RTE 2385	Radiation Biology and Protection	2	RTE 2473	Quality Management in Radiography	1
RTE 2473	Quality Management in Radiography	1	RTE 2782	Radiographic Pathology	1
RTE 2563	Selected Radiographic Special Procedures I	3	RTE 2854	Radiographic Clinical Education VI	5

RTE 2573	Selected Radiographic Special Procedures II	3	TOTAL		77
RTE 2613	Radiation Physics I	3		<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
RTE 2623	Radiation Physics II	3			
RTE 2782*	Radiographic Pathology	1			
RTE 2834	Radiographic Clinical Education IV	5			
RTE 2844	Radiographic Clinical Education V	6			
RTE 2854	Radiographic Clinical Education VI	5			
RTE 2930	Radiographic Image Critique	1			
*RTE 2782 meets the graduation requirement for Oral Communications for this program.					
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

**Distance Education Program In
Veterinary Technology
(In Cooperation with St. Petersburg College)
Associate of Science Degree – Code 2205**

Gerald Frisby, Chairperson
(386) 506-4555 • frisbyg@daytonastate.edu

Office of Academic Affairs
(386) 506 -506-3320

Program Description

This specialized program is in partnership with St. Petersburg College. Students will enroll at dbc to complete their general education courses, and then enroll in a totally distance learning program. The Veterinary Technology courses are taught on-line.

Graduates have a variety of career opportunities in veterinary clinics, hospitals, universities and college facilities, research laboratories, zoological gardens and reserves, animal shelters, and pounds.

The Veterinary Technology Program at St. Petersburg College has been accredited by the American Veterinary Medical Association since 1978.

Please Note: This program is eligible for federal and state financial aid.

Additional Admission Requirements

For more information about the selection process, please contact St. Petersburg College at (727) 341-3653 or visit their Web site at www.spjc.edu/hec/vettech/vt1.html

General Education Courses		Sem. hrs.			
The following General Education Core courses, which are part of the program, are available at dbc and must be taken before admission to the program at St. Petersburg College.					
ENC 1101	College Composition	3			
PHI2600#	Introduction to Ethics	3			
SPC 2600#	Oral Communication/Research/Presentation Skills	3			
HUM 2210#	Humanities I OR	-			
HUM 2220#	Humanities II	3			
MAC1105#	College Algebra OR	-			
MGF 2107#	Mathematics for Liberal Arts OR	-			
STA 2023#	Elementary Statistics	3			
PGY 1012#	General Psychology OR	-			
SYG 2000	Introduction to Sociology	3			
BSC1010/ 1010L#	General Biology I and Lab OR	-			
BSC 1005#	Survey of Biological Science AND	-			
BSC 1005L#	Survey of Biological Science Lab	4			
# Course requires a pre or corequisite. See course description in the current college catalog.			TOTAL		22*
		*After completion of these courses, students will complete the A.S. degree program through Distance Education at St. Petersburg College, at which time, students must be working a minimum of 20 hours a week with a licensed veterinarian.			
			CC2008-09		

Architectural and Building Technology
Associate of Applied Science Degree - Code 3501

Bethany Creamer, Assistant Chair
(386) 506-3756 • creameb@daytonastate.edu

Roger Rowan, Chair
(386) 506-4171 • rowanr@daytonastate.edu

Program Description

The program provides a solid foundation in the building industry. Students will receive a broad understanding of building materials, processes of construction, overall project cohesiveness, current industry standards, drawing and computer drafting skills.

Please Note: This program is eligible for federal and state financial aid.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1st Semester		Sem. hrs.
PSC 1121#	Physical Science	3	ENC 1101	College Composition	3
#	Behavioral & Human Sciences Core- CHOOSE ONE:	3	MTB 1348	Applied Technical Math	3
DEP 2004	Developmental Psychology		BCN 1210	Materials and Processes	3
PSY 1012	General Psychology		BCN 1251/1251L	Architectural Drawing I and Lab	3
SYG 2000	Introduction to Sociology		BCT 1040	Blueprint Reading	3
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:		2nd Semester		
AML 2023	Contemporary American Literature		SPC 2600	Oral Communication/Research/Presentation Skills	3
AML 2052	Modern American Literature		BCN 1253/1253L	Architectural Drawing II and Lab	3
AML 2600	Introduction to African American Literature		CGS 2100	Microcomputer Applications	3
ARH 1000	Art Appreciation		IND 1935	Building and Barrier Free Codes	2
ENL 2931	Selected Topics in Shakespeare		ETD 2320/2320L	Computer Aided Drafting I (AutoCAD) and Lab	3
HUM 2210	Humanities I		Summer Semester		
HUM 2230	Humanities II			Behavioral & Human Sciences Core	3

LIT 2110	Masterpieces of World Literature I			Humanities, Cultural & Aesthetic Core	3
LIT 2120	Masterpieces of World Literature II		Second Year		
LIT 2602	Literature of the Sea		1 st Semester		Sem. hrs.
MUH 2051	Introduction to the Music of the World's Peoples		ETC 2207/ 2207L	Construction Planning and Estimating and Lab	3
MUL 1010	Music Appreciation		ETD 2340/ 2340L	Computer Aided Drafting II (AutoCAD) and Lab	3
MUL 2380	Popular Music in America		ETD 2540/ 2540L	Civil Drafting & Surveying (CAD) and Lab	3
THE 1000	Dramatic Appreciation		IND 1211	History of Architecture and Interiors I	3
* Course requires a pre or corequisite See course description in the current college catalog.			2 nd Semester		Sem. hrs.
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			PSC 1121	Physical Science	3
Program Specific Courses		Sem. hrs.	BCN 2257/ 2257L	Architectural Detailing and Lab	3
MTB 1348	Applied Technical Math	3	BCN 2560	Mechanical and Electrical Equipment	3
BCN 1210	Materials and Processes	3	ETC 2245	Construction Methods	3
BCN 1251/ 1251L	Architectural Drawing I and Lab	3	ETD 2350/ 2350L	Computer Aided Design Applications(AutoCAD) and Lab OR	-
BCN 1253/ 1253L	Architectural Drawing II and Lab	3	ETD 2395/ 2395L	Architectural CAD (Architectural Desktop) and Lab	3
BCN 2257/ 2257L	ArchitecturalDetailing and Lab	3	BCN 2949	Cooperative Education Experience in Construction	2
BCN 2560	Mechanical and Electrical Equipment	3	TOTAL		64
BCT 1040	Blueprint Reading	3		Note: Sequence of courses may vary. Check course descriptions for requisites requirements.	
CGS 2100	Microcomputer Applications	3			
ETC 2207/ 2207L	Construction Planning and Estimating and Lab	3			
ETC 2245	Construction Methods	3			

IND 1935	Building and Barrier Free Codes	2			
ETD 2320/ 2320L	Computer Aided Drafting I (AutoCAD) and Lab	3			
ETD 2340/ 2340L	Computer Aided Drafting II (AutoCAD) and Lab	3			
ETD 2350/ 2350L	Computer Aided Design Applications(AutoCAD) and Lab OR	-			
ETD 2395/ 2395L	Architectural CAD (Architectural Desktop) and Lab	3			
ETD 2540/ 2540L	Civil Drafting & Surveying(CAD) and Lab	3			
IND1211	History of Architecture & Interiors I	3			
BCN 2949	Cooperative Education Experience in Construction	2			
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .onal career development account.	
				CC2008-09	

Automotive Service Management Technology
Associate of Applied Science Degree - Code 3502

James Posick, Assistant Chair
(386) 506-4168 • posickj@daytonastate.edu

Stanley Sidor, Dean
(386) 506-3612 • sidors@daytonastate.edu

Program Description

The program is designed to prepare the student to enter the field of automotive service and repair. The program also starts to prepare the student to successfully complete the Automotive Service Excellence, ASE, automotive and light truck certification in the 8 general repair areas, A-1 through A-8. Emphasis is on diagnosis and repair, coupled with customer relations. Training is provided to assist each student to become a dealership technician or service advisor.

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

Students must meet with the assistant chair for necessary tools and uniforms.

Additional Admission Requirements

- Must be able to attend cooperative education training placements.
- A pre-admission consultation with the assistant chair prior to registration is required.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1st Semester		Sem. hrs.
MAT 1033*	Intermediate Algebra	4	ENC 1101	College Composition	3
#	Behavioral & Human Sciences Core- CHOOSE FROM:	3	MAT 1033	Intermediate Algebra	4
DEP 2004	Developmental Psychology		AER 1001/1001L	Basic Concepts and Service Procedures and Lab	4
PSY 1012	General Psychology		AER 1198/1198L	Engine Mechanical Service and Repairs and Lab	4
SYG 2000	Introduction to Sociology		AER 1692/1692L	Electricity/Electronics Fundamentals and Lab	4
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	2nd Semester		Sem. hrs.
AML 2023	Contemporary American Literature		SPC 2600	Oral Communication/Research/Presentation Skills	3
AML 2052	Modern American Literature		AER 1598/1598L	Automotive Brake Systems and Lab	4
AML 2600	Introduction to African American Literature		AER 1798/1798L	Automotive Heating and Air Conditioning Systems and Lab	4
ARH 1000	Art Appreciation		AER 2298/2298L	Automotive Automatic Transaxles and Drive Systems and Lab	4
ENL 2931	Selected Topics in Shakespeare		Summer Semester		Sem. hrs.
HUM 2210	Humanities I		AER 2949	Cooperative Education Experience in Automotive Technology	2
HUM 2230	Humanities II		Second Year		

LIT 2110	Masterpieces of World Literature I		1st Semester		Sem. hrs.
LIT 2120	Masterpieces of World Literature II			Behavioral & Human Sciences Core	3
LIT 2602	Literature of the Sea		AER 1398/1398L	Automotive Transaxles and Differentials and Lab	4
MUH 2051	Introduction to the Music of the World's Peoples		AER 1498/1498L	Automotive Steering, Suspension and Alignment and Lab	4
MUL 1010	Music Appreciation		AER 2843/2843L	Automotive Computer Systems and Supercharging and Lab	4
MUL 2380	Popular Music in America		2nd Semester		Sem. hrs.
THE 1000	Dramatic Appreciation			Humanities, Cultural & Aesthetic Core	3
<i>*MAT 1033 fulfills general education requirements for AAS degree programs only.</i>			AER 2840/2840L	Automotive Fuel Systems and Lab	4
<i>≠ Course requires a pre or corequisite. See course description in the current college catalog.</i>			AER 2841/2841L	Drivability and Dynamometer Analysis and Lab	4
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			AER 2850/2850L	Automotive Ignition and Emissions Control and Lab	4
Program Specific Courses		Sem. hrs.	Summer Semester		Sem. hrs.
AER 1001/1001L	Basic Concepts and Service Procedures and Lab	4	AER 2949	Cooperative Education Experience in Automotive Technology	2
AER 1198/1198L	Engine Mechanical Service and Repairs and Lab	4	TOTAL		68
AER 1398/1398L	Automotive Transaxles and Differentials and Lab	4		<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
AER 1498/1498L	Automotive Steering, Suspension and Alignment and Lab	4			
AER 1598/1598L	Automotive Brake Systems and Lab	4			
AER1692/1692L	Electricity/Electronics Fundamentals and Lab	4			
AER 1798/1798L	Automotive Heating and Air Conditioning Systems and Lab	4			
AER 2298/2298L	Automotive Automatic Transaxles and Drive Systems and Lab	4			
AER 2840/2840L	Automotive Fuel Systems and Lab	4			
AER 2841/2841L	Drivability and Dynamometer Analysis and Lab	4			
AER 2843/2843L	Automotive Computer Systems and Supercharging and Lab	4			

AER 2850/ 2850L	Automotive Ignition and Emissions Control and Lab	4			
AER 2949	Cooperative Education Experience in Automotive Technology	2			
AER 2949	Cooperative Education Experience in Automotive Technology	2			
				<p>Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.</p>	
				CC2008-09	

Digital Media- Design Option
Associate of Applied Science Degree - Code 3517

Dawn Sealy, Chairperson
(386) 506-3777 • sealyd@daytonastate.edu

Michael Vitale, Dean
(386) 506-3079 • vitale@daytonastate.edu

Program Description

The program objective is to train students in the use of digital media tools and technologies for communication, creative production and technical production support; to provide the skills necessary to analyze and evaluate functional aspects of digital design and production; and to provide a sound theoretical base upon which to build successful digital productions.

Please Note This program is eligible for federal and state financial aid.

Approximate Additional Costs

- Class Materials Fees – \$65 per semester
- Individual Supplies – \$350 per semester (average)
- Textbooks – \$150 per semester

Additional Admission Requirements

- All new and transfer students are required to meet with the assistant chair prior to registration.
- Program courses must be completed with a grade of "C" or better.

General Education Courses		Sem. hrs.	Sample Program of Study	
ENC 1101	College Composition	3	First Year	
RTV 2300#	Broadcast Research/Newsriting Presentation Skills	3	1st Semester	Sem. hrs.
MAT 1033*	Intermediate Algebra	4	ENC 1101	College Composition 3
ARH 1000#	Art Appreciation OR	-	DIG 1109	Digital Imaging Fundamentals 3
ARH 2051*	Introduction to the History and Criticism of Art II	3	GRA 1158	Digital Graphics Fundamentals 3
#	Behavioral & Human Sciences Core- CHOOSE ONE:	3	GRA 1543	Graphic Design Studio I 3
PSY 1012	General Psychology		GRA 1741	Principles of Design and Color 3
SYG 2000	Introduction to Sociology		2nd Semester	
*MAT 1033 fulfills general education requirement for AAS degree programs only and ARH 2051 fulfills general education requirements for AS/AAS degree programs only.			ARH 1000	Art Appreciation OR -
# Course requires a pre or corequisite. See course description in the current college catalog.			ARH 2051	Introduction to the History and Criticism of Art II 3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			MAT 1033	Intermediate Algebra 4
Program Specific Courses		Sem. hrs.	DIG 2100	Web Design I 3
DIG	Digital Imaging	3	GRA	Typography 3

1109	Fundamentals		1202		
DIG 2100	Web Design I	3	GRA 2114	Graphic Design Studio II	3
DIG 2101	Web Design II	3	Summer Semester		Sem. hrs.
DIG 2115	Digital Imaging Fundamentals II	3	RTV 2300	Broadcast Research/Newsriting/Presentation Skills	3
DIG 2280	Digital Video and Sound	3	DIG 2115	Digital Imaging Fundamentals II	3
DIG 2300	2D Animation	3	Second Year		
DIG 2500	Multimedia Authoring I	3	1st Semester		Sem. hrs.
DIG 2501	Multimedia Authoring II	3		Behavioral & Human Sciences Core	3
GRA 1158	Digital Graphics Fundamentals	3	DIG 2300	2D Animation	3
GRA 1202	Typography	3	DIG 2280	Digital Video and Sound	3
GRA 1543	Graphic Design Studio I	3	DIG 2500	Multimedia Authoring I	3
GRA 1741	Principles of Design and Color	3	GRA 2109	History and Aesthetics of Design	3
GRA 2109	History and Aesthetics of Design	3	2nd Semester		Sem. hrs.
GRA 2114	Graphic Design Studio II	3	DIG 2101	Web Design II	3
GRA 2184	Portfolio Development	3	DIG 2302	Introduction to 3D Animation	3
GRA 2302	Introduction to 3D Animation	3	DIG 2501	Multimedia Authoring II	3
			GRA 2184	Portfolio Development	3
			TOTAL		64
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Digital Television and Media Production
Associate of Applied Science Degree - Code 3532

Dawn Sealy, Chairperson
 (386) 506-3777 • sealyd@daytonastate.edu

Michael Vitale
 (386) 506-3079 • vitale@daytonastate.edu

Program Description

The program provides television, video production, design and digital media training. Major study areas include lighting, photography, design, videography, studio camera, floor management, television direction and advanced digital video editing and effects. Classes incorporate considerable "hands-on" broadcast television studio production work. Commercial and independent video production and broadcast television business practices are introduced in advanced classes.

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

- Class Materials Fees – \$65 per semester
- Individual Supplies – \$350 per semester (average)
- Textbooks – \$150 per semester
- Equipment - Students in this professional training program may incur some additional equipment purchase costs.

Additional Admission Requirements

- All new and transfer students are required to meet with the assistant chair prior to registration.
- Practicum placement classes are limited access and based on availability.
- Desirable characteristics include strong visual abilities and the ability to work as part of a creative production team.
- Program courses must be completed with a grade of "C" or better.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
RTV2300#	Broadcast Research/Newsriting/Presentation Skills	3	1st Semester		
MAT 1033*	Intermediate Algebra	4	ENC 1101	College Composition	3
ARH 1000#	Art Appreciation OR	-	DIG 1109	Digital Imaging Fundamentals	3
ARH 2051*	Introduction to the History and Criticism of Art II	3	GRA 1158	Digital Graphics Fundamentals	3
#	Behavioral & Human Sciences Core- CHOOSE ONE:	3	GRA 1741	Principles of Design and Color	3
PSY 1012	General Psychology		RTV 1940	Broadcast Technology Practicum I	3
SYG 2000	Introduction to Sociology		2nd Semester		
*MAT 1033 fulfills general education requirement for AAS degree programs only and ARH 2051 fulfills general education requirements for AS/AAS degree programs only.			MAT 1033	Intermediate Algebra	4
# Course requires a pre or corequisite. See course description in the current college catalog.			DIG 2100	Web Design I	3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			DIG 2280	Digital Video and Sound	3
Program Specific Courses		Sem.	RTV 1941	Broadcast Technology Practicum II	3

		hrs.			
DIG 1109	Digital Imaging Fundamentals	3	TPA 2200	Stagecraft	3
DIG 2100	Web Design I	3	Summer Semester		Sem. hrs.
DIG 2101	Web Design II	3	RTV 2300	Broadcast Research/Newsriting/Presentation Skills	3
DIG 2115	Digital Imaging Fundamentals II	3	DIG 2115	Digital Imaging Fundamentals II	3
DIG 2280	Digital Video and Sound	3	Second Year		
DIG 2284	Advanced Digital Video and Sound	3	1st Semester		Sem. hrs.
DIG 2500	Multimedia Authoring I	3	ARH 1000	Art Appreciation OR	-
DIG 2501	Multimedia Authoring II	3	ARH 2051	Introduction to the History and Criticism of Art II	3
GRA 1158	Digital Graphics Fundamentals	3		Behavioral & Human Sciences Core	3
GRA 1741	Principles of Design and Color	3	DIG 2284	Advanced Digital Video and Sound	3
GRA 2184	Portfolio Development	3	DIG 2500	Multimedia Authoring I	3
RTV 1940	Broadcast Technology Practicum I	3	RTV 2942	Broadcast Technology Practicum III	3
RTV 1941	Broadcast Technology Practicum II	3	2nd Semester		Sem. hrs.
RTV 2804	Broadcast Technology and Management Practicum IV	3	DIG 2101	Web Design II	3
RTV 2942	Broadcast Technology Practicum III	3	DIG 2501	Multimedia Authoring II	3
TPA 2200	Stagecraft	3	GRA 2184	Portfolio Development	3
			RTV 2804	Broadcast Technology and Management Practicum IV	3
			TOTAL		64
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
				CC2008-09	

Drafting and Design Technology (CAD)
Associate of Applied Science Degree Code 3505

Roger Rowan, Chair
(386) 506-4171 • rowanr@daytonastate.edu

Stanley Sidor, Dean
(386) 506-3612
sidors@daytonastate.edu

Program Description

The program provides a foundation in the principles of engineering drawing with an emphasis on manufacturing, computer aided drafting (CAD) and 3D computer modeling. Along with a background in engineering drawing, students are provided with specialized courses in computer numerical control (CNC), tool design, solid modeling and 3D computer animation.

Please Note: This program is eligible for federal and state financial aid.

General Education Courses		Sem. hrs.	Sample Program of Study	
ENC 1101	College Composition	3	First Year	
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1st Semester	Sem. hrs.
PSC 1121#	Physical Science	3	ENC 1101	College Composition 3
#	Behavioral & Human Sciences Core- CHOOSE ONE:	3	MTB1348	Applied Technical Math 3
DEP 2004	Developmental Psychology		CGS 2100	Microcomputer Applications 3
PSY 1012	General Psychology		EGS 1110/1110L	Engineering Drawing and Lab 3
SYG 2000	Introduction to Sociology		ETD 2320/2320L	Computer Aided Drafting I (AutoCAD) and Lab 3
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:		2nd Semester	Sem. hrs.
AML 2023	Contemporary American Literature		EGS 2650	Technical Ethics 1
AML 2052	Modern American Literature		ETD 2340/2340L	Computer Aided Drafting II (AutoCAD) and Lab 3
AML 2600	Introduction to African American Literature		ETD 2805/2805L	Technical Illustration and Lab 3
ARH 1000	Art Appreciation		PMT1250/1250L	Intro.to Computer Numerical Control and Lab 3
ENL 2931	Selected Topics in Shakespeare			Manufacturing Elective 3

HUM 2210	Humanities I		Summer Semester		Sem. hrs.
HUM 2230	Humanities II			Behavioral & Human Sciences Core	3
LIT 2110	Masterpieces of World Literature I			Humanities, Cultural & Aesthetic Core	3
LIT 2120	Masterpieces of World Literature II		Second Year		
LIT 2602	Literature of the Sea		1st Semester		Sem. hrs.
MUH 2051	Introduction to the Music of the World's Peoples		PSC1121	Physical Science	3
MUL 1010	Music Appreciation		ETD 2350/ 2350L	Computer Aided Design Applications(AutoCAD)and Lab	3
MUL 2380	Popular Music in America		ETD 2355/ 2355L	Inventor Solid Modeling and Lab	3
THE 1000	Dramatic Appreciation		ETG 2520	Statics and Strength of Materials	3
≠ Course requires a pre or corequisite. See course description in the current college catalog.			ETG 2949	Cooperative Education Exp. in Engineering	1
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			2nd Semester		Sem. hrs.
Program Specific Courses		Sem. hrs.	SPC 2600	Oral Communication/Research/ Presentation Skills	3
MTB1348	Applied Technical Math	3	ETD 2218/ 2218L	Geometric Tolerancing and Lab	3
CGS 2100	Microcomputer Applications	3	ETD 2377/ 2377L	3D Computer Animation (3D Studio) and Lab	3
EGS 1110/ 1110L	Engineering Drawing and Lab	3	ETD 2465/ 2465L	Tool Design and Lab	3
EGS 2650	Technical Ethics	1	ETD 2364/ 2364L	SolidWorks Solid Modeling and Lab	3
ETD 2218/ 2218L	Geometric Tolerancing and Lab	3	TOTAL		62
ETD 2320/ 2320L	Computer Aided Drafting I (AutoCAD) and Lab	3		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
ETD 2350/ 2350L	Computer Aided Design Applications(AutoCAD)and Lab	3			
ETD 2340/ 2340L	Computer Aided Drafting II (AutoCAD) and Lab	3			
ETD 2355/ 2355L	Inventor Solid Modeling and Lab	3			
ETD 2377/ 2377L	3D Computer Animation (3D Studio) and Lab	3			
ETD 2465/ 2465L	Tool Design and Lab	3			

ETD 2805/ 2805L	Technical Illustration and Lab	3			
ETD 2364/ 2364L	SolidWorks Solid Modeling and Lab	3			
ETG 2520	Statics and Strength of Materials	3			
ETG 2949	Cooperative Education Exp. in Engineering	1			
PMT1250/ 1250L	Introduction to Computer Numerical Control and Lab	3			
	Manufacturing Elective	3			
MANUFACTURING ELECTIVE- CHOOSE ONE:					
PMT1212/ 1212L	Machine Tool Technology I and Lab	3			
PMT 2261/ 2261L	Introduction to Computer Aided Manufacturing (Mastercam) and Lab	3			
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Graphics Technology – Design Option
Associate of Applied Science Degree - Code 3508

Dawn Sealy, Chairperson
(386) 506-3777 • sealyd@daytonastate.edu

Michael Vitale, Dean
(386) 506-3079
vitalm@daytonastate.edu

Program Description

The program provides students with design and production skills for entry into the graphic design industry. It emphasizes visual communications through electronic and print reproduction methods. Assignment projects develop technical and creative skills with layout, illustration, typography, digital graphics, photography, pre-press and web graphics.

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

- Class Materials Fees – \$65 per semester
- Individual Supplies – \$350 per semester (average)
- Textbooks – \$150 per semester

Additional Admission Requirements

- All new and transfer students are required to meet with the assistant chair prior to registration.
- Program courses must be completed with a grade of "C" or better.

General Education Courses		Sem. hrs.	Sample Program of Study	
ENC 1101	College Composition	3	First Year	
SPC 2600#	Oral Communication./Research/ Presentation Skills	3	1st Semester	Sem. hrs.
MAT 1033*	Intermediate Algebra	4	ENC 1101	College Composition 3
ARH 1000#	Art Appreciation OR	-	DIG 1109	Digital Imaging Fundamentals 3
ARH 2051	Introduction to the History and Criticism of Art II	3	GRA 1158	Digital Graphics Fundamentals 3
#	Behavioral & Human Sciences Core- CHOOSE ONE:	3	GRA 1543	Graphic Design Studio I 3
PSY 1012	General Psychology		GRA 1741	Principles of Design and Color 3
SYG 2000	Introduction to Sociology		2nd Semester	
*MAT 1033 general education requirement for AAS degree programs only and ARH 2051 meets the general education requirements for AS/AAS degree programs only.			ARH 1000	Art Appreciation OR -
# Course requires a pre or corequisite. See course description in the current college catalog.			ARH 2051	Introduction to the History and Criticism of Art II 3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			MAT 1033	Intermediate Algebra 4

Program Specific Courses			Sem. hrs.	GRA 1202	Typography	3
DIG 1109	Digital Imaging Fundamentals	3	GRA 1204	Digital Publishing Fundamentals		3
DIG 2100	Web Design I	3	GRA 2114	Graphic Design Studio II		3
GRA 1171	Advertising Design	3	Summer Semester			Sem. hrs.
GRA 1202	Typography	3	SPC 2600	Oral Comm./Research/Presentation Skills		3
GRA 1204	Digital Publishing Fundamentals	3	DIG 2115	Digital Imaging Fundamentals II		3
DIG 2115	Digital Imaging Fundamentals II	3	Second Year			
GRA 1543	Graphic Design Studio I	3	1 st Semester			Sem. hrs.
GRA 1741	Principles of Design and Color	3		Behavioral & Human Sciences Core		3
GRA 2109	History and Aesthetics of Design	3	GRA 2109	History and Aesthetics of Design		3
GRA 2114	Graphic Design Studio II	3	GRA 2201	Digital Pre-Publishing		3
GRA 2158	Digital Graphics Fundamentals	3	GRA 2511	Corporate Design		3
GRA 2184	Portfolio Development	3	GRA 2746	Illustration		3
GRA 2201	Digital Pre-Publishing	3	2 nd Semester			Sem. hrs.
GRA 2511	Corporate Design	3	DIG 2100	Web Design I		3
GRA 2545	Publication Design	3	GRA 1171	Advertising Design		3
GRA 2746	Illustration	3	GRA 2184	Portfolio Development		3
			GRA 2545	Publication Design		3
			TOTAL			64
				Note: Sequence of courses may vary. Check course descriptions for requisite requirements.		
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .		
				CC2008-09		

Industrial Management Technology
Associate of Applied Science Degree - Code 3514

Stanley Sidor, Dean
School of Technology and Occupational Programs
(386) 506-3612 • sidors@daytonastate.edu

Technology and Occupational Programs Department
(386) 506-3182

Program Description

The program is designed to provide graduates of certificate and apprenticeship programs supervisory and additional technical skills, while enhancing the basic general education skills necessary for entry-level management placement. Students will be assisted in choosing classes that will further their technical knowledge and also take courses designed to elevate their overall professional performance by building additional skills in communication, computation and job skills development.

Please Note: This program is eligible for federal and state financial aid.

Additional Admission Requirements

- Students must have completed an appropriate apprenticeship or certificate program of 700 contact hours or equivalent with a GPA of 2.0 or better. Demonstrated work experience with supporting documentation equivalent to an apprenticeship or certificate may be acceptable. The certificate or apprenticeship program will be evaluated. If accepted, credit will be awarded as BCT 2990 (Technical Training) for 23 credit hours.
- A pre-admission consultation with the Dean of Occupational and Technology Programs is necessary for acceptance into this program.

General Education Courses		Sem. hrs.	Sample Program of Study	
ENC 1101	College Composition	3	First Year	
SPC 2600#	Oral Comm./Research/Presentation Skills	3	BCT 2990	Technical Training 23
MAT 1033*	Intermediate Algebra	4	Second Year	
#	Behavioral & Human Sciences Core- CHOOSE ONE:	3	1st Semester	
DEP 2004	Developmental Psychology		ENC 1101	College Composition 3
PSY 1012	General Psychology		MAT 1033	Intermediate Algebra 4
SYG 2000	Introduction to Sociology		CGS 2100	Microcomputer Applications 3
#	Humanities, Cultural & Aesthetic Sciences Core- CHOOSE ONE:	3	GEB 1011	Introduction to Business 3
AML 2023	Contemporary American Literature		MNA 2161	Quality Service Management 3
AML 2052	Modern American Literature		2nd Semester	
AML 2600	Introduction to African American Literature			Behavioral & Human Sciences Core 3
ARH 1000	Art Appreciation		EGS 1000	Professional Performance for Technicians 3
ENL 2931	Selected Topics in Shakespeare		MAN 2021	Principles of Management 3
HUM 2210	Humanities I		MNA 2345	Supervision of Personnel 3
HUM 2230	Humanities II		MNA 2949	Cooperative Education Experience in Management 3

LIT 2110	Masterpieces of World Literature I		Summer Semester		Sem. hrs.
LIT 2120	Masterpieces of World Literature II		SPC 2600	Oral Comm./Research/Presentation Skills	3
LIT 2602	Literature of the Sea			Humanities, Cultural & Aesthetic Core	3
MUH 2051	Introduction to the Music of the World's Peoples		TOTAL		60
MUL 1010	Music Appreciation			<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
MUL 2380	Popular Music in America				
THE 1000	Dramatic Appreciation				
*MAT 1033 fulfills general education requirements for AAS degree programs only.					
≠ Course requires a pre or corequisite. See course description in the current college catalog.					
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.					
Program Specific Courses		Sem. hrs.			
BCT 2990	Technical Training	23			
CGS 2100	Microcomputer Applications	3			
EGS1000	Professional Performance for Technicians	3			
GEB 1011	Introduction to Business	3			
MAN 2021	Principles of Management	3			
MNA 2161	Quality Service Management	3			
MNA 2345	Supervision of Personnel	3			
MNA 2949	Cooperative Education Experience in Management	3			
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Interior Design Technology					
Associate of Applied Science Degree - Code 3515					
Bethany L. Creamer, ASID, Assistant Chair (386).506-3756 • creameb@daytonastate.edu				Roger Rowan, Chair (386) 506-4171 • rowanr@daytonastate.edu	
Program Description					
The program provides a solid foundation in the principles and elements of design with an emphasis on interior projects, including furniture arrangements, historical styles, selecting furnishing, colors, materials, accessories, and estimating for window treatments, wallpaper, and flooring. Along with knowledge of the complex and diverse interior design profession, students are given comprehensive information in how to interpret client's wants, incorporate visual and oral presentation techniques, prepare a portfolio and learn computer aided drafting. The program also emphasizes building and barrier free design and commercial and residential space planning.					
Please Note: This program is eligible for federal and state financial aid.					
Approximate Additional Costs					
1. Individual Art and Presentation Supplies - approx. \$500.					
2. A lab fee is charged for certain courses - refer to individual course descriptions.					
General Education Courses			Sem. hrs.	Sample Program of Study	
ENC 1101	College Composition	3	First Year		
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1 st Semester		Sem. hrs.
MAT 1033	Intermediate Algebra	4	BCN 1251/1251L	Architectural Drawing I and Lab	3
#	Behavioral & Human Sciences Core-CHOOSE ONE:	3	CGS 2100	Microcomputer Applications	3
DEP 2004	Developmental Psychology		HHD 1321	Introduction to Interior Design	3
PSY 1012	General Psychology		IND 1211	History of Architecture and Interiors I	3
SYG 2000	Introduction to Sociology		IND 1300	Graphics of Interior Design I	3
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	2 nd Semester		Sem. hrs.
AML 2023	Contemporary American Literature		ENC 1101	College Composition	3
AML 2052	Modern American Literature		BCN 1253/1253L	Architectural Drawing II and Lab	3
AML 2600	Introduction to African American Literature		IND 1001	History of Architecture and Interiors II	3
ARH 1000	Art Appreciation		IND 1021	Interior Design Studio I	3
ENL 2931	Selected Topics in Shakespeare		IND 1429	Textiles for Commercial and Residential Interiors	3
HUM 2210	Humanities I		Summer Semester Term A-Six Weeks		Sem. hrs.
HUM 2230	Humanities II			Behavioral & Human Sciences Core	3
LIT 2110	Masterpieces of World Literature I		ETD 2320/2320L	Computer Aided Drafting I (AutoCAD) and Lab	3

LIT 2120	Masterpieces of World Literature II		Summer Semester (Term A-10 Weeks)		Sem. hrs.
LIT 2602	Literature of the Sea		MAT 1033	Intermediate Algebra	4
MUH 2051	Introduction to the Music of the World's Peoples		Second Year		
MUL 1010	Music Appreciation		1st Semester		Sem. hrs.
MUL 2380	Popular Music in America		SPC 2600	Oral Communication/Research/ Presentation Skills	3
THE 1000	Dramatic Appreciation			Humanities, Cultural & Aesthetic Core	3
≠ Course requires a pre or corequisite. See course description in the current college catalog.			ETD 2340/ 2340L	Computer Aided Drafting II (AutoCAD) and Lab	3
*MAT 1033 fulfills general education requirements for AAS degree programs only.			HHD 1361	Practical Interior Applications	3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			IND 2220	Commercial Interior Design	3
Program Specific Courses		Sem. hrs.	2nd Semester		Sem. hrs.
BCN 1210	Materials and Processes	3	BCN 1210	Materials and Processes	3
BCN 1251/ 1251L	Architectural Drawing I and Lab	3	IND 2210	Interior Design Studio II	3
BCN 1253/ 1253L	Architectural Drawing II and Lab	3	IND 1935	Building and Barrier Free Codes	2
CGS 2100	Microcomputer Applications	3	IND 2501	Practices of Interior Design	4
ETD 2320/ 2320L	Computer Aided Drafting I (AutoCAD) and Lab	3	IND 2949	Cooperative Education Experience in Interior Design	3
ETD 2340/ 2340L	Computer Aided Drafting II (AutoCAD) and Lab	3	TOTAL		70
HHD 1321	Introduction to Interior Design	3		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
HHD 1361	Practical Interior Applications	3			
IND 1001	History of Architecture and Interiors II	3			
IND 1021	Interior Design Studio I	3			
IND 1211	History of Architecture and Interiors I	3			
IND 1300	Graphics of Interior Design I	3			
IND 1429	Textiles for Commercial and Residential Interiors	3			
IND 1935	Building and Barrier Free Codes	2			

IND 2210	Interior Design Studio II	3			
IND 2220	Commercial Interior Design	3			
IND 2501	Practices of Interior Design	4			
IND 2949	Cooperative Education Experience in Interior Design	3			
				<p>Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.</p>	
				CC2008-09	

Manufacturing Technology
Associate of Applied Science Degree - Code 3529

Roger Rowan, Chair
(386) 506-4171 • rowanr@daytonastate.edu

Stanley Sidor, Dean
(386) 506-3612 • sidors@daytonastate.edu

Program Description

Graduates from the program will be able to pursue jobs in the manufacturing field such as machinist, engineer technician, programmers, operators, and design technicians and in quality control. Most of the courses in this program can be applied toward the associate of applied science degree in Drafting and Design Technology (CAD) and Industrial Management Technology.

Students who have completed an appropriate apprenticeship or vocational certificate program (700 contact hours or equivalent, with a GPA of 2.0 or better) can be awarded credit towards this degree. See the assistant chair for details.

Please Note: This program is eligible for federal and state financial aid.

General Education Courses		Sem. hrs.	Sample Program of Study	
ENC 1101	College Composition	3	First Year	
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1st Semester	Sem. hrs.
MAT 1033*	Intermediate Algebra	4	ENC 1101	College Composition 3
PSC 1121#	Physical Science	3	CGS 2100	Microcomputer Applications 3
#	Behavioral & Human Sciences Core- CHOOSE ONE:	3	EGS 1110/1110L	Engineering Drawing and Lab 3
DEP 2004	Developmental Psychology		PMT 1212/1212L	Machine Tool Technology I and Lab 3
PSY 1012	General Psychology		2nd Semester	
SYG 2000	Introduction to Sociology		SPC 2600	Oral Communication/Research/Presentation Skills 3
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	MAT 1033	Intermediate Algebra 4
AML 2023	Contemporary American Literature		ETD 2320/2320L	Computer Aided Drafting I (AutoCAD) and Lab 3
AML 2052	Modern American Literature		PMT 1223/1223L	Machine Tool Technology II and Lab 3
AML 2600	Introduction to African American Literature		PMT 1250/1250L	Introduction to Computer Numerical Control and Lab 3
ARH 1000	Art Appreciation		Summer Semester	
ENL 2931	Selected Topics in Shakespeare			Behavioral & Human Sciences Core 3
HUM 2210	Humanities I			Humanities, Cultural & Aesthetic Core 3
HUM 2230	Humanities II		Second Year	

LIT 2110	Masterpieces of World Literature I		1st Semester		Sem. hrs.
LIT 2120	Masterpieces of World Literature II		PSC 1121	Physical Science	3
LIT 2602	Literature of the Sea		ETD 2465/2465L	Tool Design and Lab	3
MUH 2051	Introduction to the Music of the World's Peoples		PMT 2254/2245L	CNC Programming II and Lab	3
MUL 1010	Music Appreciation		PMT 2720/2720L	EDM Machining Processes and Lab	3
MUL 2380	Popular Music in America		2nd Semester		Sem. hrs.
THE 1000	Dramatic Appreciation		ETD 2218/2218L	Geometric Tolerancing and Lab	3
<i>*MAT 1033 fulfills general education requirements for AAS degree programs only.</i>			ETD 2340/2340L	Computer Aided Drafting II (AutoCAD) and Lab	3
<i>≠ Course requires a pre or corequisite. See course description in the current college catalog.</i>			PMT 2225/2250L	Machine Tool Technology III and Lab	3
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			PMT 2261/2261L	Introduction to Computer Aided Manufacturing (Mastercam) and Lab	3
Program Specific Courses		Sem. hrs.	PMT 2262/2262L	CAD/CAM II (Mastercam) and Lab	3
CGS 2100	Microcomputer Applications	3	TOTAL		64
EGS 1110/1110L	Engineering Drawing and Lab	3		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
ETD 2218/2218L	Geometric Tolerancing and Lab	3			
ETD 2320/2320L	Computer Aided Drafting I (AutoCAD) and Lab	3			
ETD 2340/2340L	Computer Aided Drafting II (AutoCAD) and Lab	3			
ETD 2465/2465L	Tool Design and Lab	3			
PMT 1212/1212L	Machine Tool Technology I and Lab	3			
PMT 1223/1223L	Machine Tool Technology II and Lab	3			
PMT 1250/1250L	Introduction to Computer Numerical Control and Lab	3			
PMT 2225/2250L	Machine Tool Technology III and Lab	3			

PMT 2254/ 2245L	CNC Programming I and Lab	3			
PMT 2261/ 2261L	Introduction to Computer Aided Manufacturing (Mastercam) and Lab	3			
PMT 2262/ 2262L	CAD/CAM II (Mastercam) and Lab	3			
PMT 2720/ 2720L	EDM Machining Processes and Lab	3			
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Photographic Technology					
Associate of Applied Science Degree - Code 3523					
Dan Biferie, Chairperson (386) 506-3581 • biferid@daytonastate.edu			Michael Vitale, Dean (386) 506-3079 • vitem@daytonastate.edu		
Program Description					
The program provides students with comprehensive aesthetic, technical and theoretical training within a wide range of photographic practices and imaging technologies. Students develop entry-level skills for the editorial, advertising, fine art and photo technology fields.					
Please Note: This program is eligible for federal and state financial aid.					
Approximate Additional Costs					
<ul style="list-style-type: none">• Lab Fees – \$45 to \$115 per semester (varies with individual schedule)• Equipment – estimated \$3,000 over entire program (see the photography department chair for start-up equipment needs)• Individual film/paper and other supplies – \$700 to \$850 per semester• Textbooks – \$200 per semester					
Additional Admission Requirements					
<ul style="list-style-type: none">• All new and transfer students are required to meet with the department chair prior to registration.					
General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600#	Oral Communication/Research/ Presentation Skills	3	1st Semester		Sem. hrs.
MAT 1033*	Intermediate Algebra	4	ENC 1101	College Composition	3
PSY 1012 #	General Psychology OR	-	PSY 1012	General Psychology OR	-
SYG 2000#	Introduction to Sociology	3	SYG 2000	Introduction to Sociology	3
ARH 1000#	Art Appreciation OR	-	PGY 1403	Fundamentals of Photography	4
ARH 2051#	Introduction to the History and Criticism Art II	3	PGY 1800	Photography and the Digital Image	4
*MAT 1033 fulfills general education requirements for AAS degree programs only. Students wishing to transfer must also take a college level math course that meets the General Education requirements. See department chair for options.			2nd Semester		Sem. hrs.
#Course requires a pre or corequisite. See course description in the current college catalog.			MAT 1033	Intermediate Algebra	4
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			PGY 1806	Digital Imaging	4

Program Specific Courses		Sem. hrs.	PGY 2000	History and Aesthetics of Photography	3
PGY 1115	Color Materials and Processes	7	PGY 1201	Introduction to Studio and Location Photography	4
PGY 1201	Introduction to Studio and Location Photography	4	Summer Semester		Sem. hrs.
PGY 1403	Fundamentals of Photography	4	PGY 1115	Color Materials and Processes	7
PGY 1800	Photography and the Digital Image	4	PGY 2300	Field Survey of Professional Photography	3
PGY 1806	Digital Imaging	4	Second Year		
PGY 2000	History and Aesthetics of Photography	3	1 st Semester		Sem. hrs.
PGY 2107	Large Format Photography	4	ARH 1000	Art Appreciation OR	-
PGY 2215	Professional Studio Portraiture	4	ARH 2051	Introduction to the History and Criticism of Art II	3
PGY 2216	Location Portraiture	4	PGY 2215	Professional Studio Portraiture	4
PGY 2300	Field Survey of Professional Photography	3	PGY 2216	Location Portraiture	4
PGY 2321	Professional Photographic Business Practices	3	2 nd Semester		Sem. hrs.
PGY 2650	Editorial Photography	4	SPC 2600	Oral Communication/Research /Presentation Skills	3
			PGY 2107	Large Format Photography	4
			PGY 2321	Professional Photographic Business Practices	3
			PGY 2650	Editorial Photography	4
			TOTAL		64
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Accounting Technology
Associate of Applied Science Degree - Code 3500

Kim Titus, Assistant Chair
(386) 506-3012 • titusk@daytonastate.edu

International School of Business
(386) 506-3012

Program Description

The program provides a solid foundation in elementary accounting theory as well as accounting practice including taxation and bookkeeping. Students apply their practical knowledge of these areas through computer simulations.

Graduates of this program are eligible to enroll in DBC's Bachelor of Applied Science in Supervision and Management program. Call (386) 506-4BAS or email BASinfo@daytonastate.edu for details.

Please Note: This program is eligible for federal and state financial aid.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1st Semester		
MAT 1033	Intermediate Algebra	4	OST 1330	Business English	3
ECO 2013*#	Principles of Macro Economics	3	QMB 1001	Business Math	3
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	APA 1111	Computerized Accounting/Bookkeeping I	4
AML 2023	Contemporary American Literature		GEB 1011	Introduction to Business	3
AML 2052	Modern American Literature		FIN 1100	Personal Financial Planning	3
AML 2600	Introduction to African American Literature		2nd Semester		
ARH 1000	Art Appreciation		ENC 1101	College Composition	3
ENL 2931	Selected Topics in Shakespeare		ACG 2022	Principles of Financial Accounting	4
HUM 2210	Humanities I		APA 1121	Computerized Accounting/Bookkeeping II	4
HUM 2230	Humanities II		APA 1711	Computer Spreadsheet	3
LIT 2110	Masterpieces of World Literature I		Summer Semester		
LIT 2120	Masterpieces of World Literature II		SPC2600	Oral Communication/Research/Presentation Skills	3
LIT 2602	Literature of the Sea		MAT 1033	Intermediate Algebra	4
MUH 2051	Introduction to the Music of the World's Peoples			Humanities, Cultural & Aesthetic Core	3

MUL 1010	Music Appreciation		Second Year		
MUL 2380	Popular Music in America		1st Semester		Sem. hrs.
THE 1000	Dramatic Appreciation		ACG 2071	Principles of Managerial Accounting	4
<i>* MAT 1033 fulfills general education requirements for AAS degree programs only.</i>			ECO 2013	Principles of Macro Economics	3
<i>** ECO 2013 fulfills Behavioral and Social Sciences Core requirement for AS/AAS degree programs only.</i>			OST 2336	Business Communications	3
<i>≠ Course requires a pre or corequisite. See course description in the current college catalog.</i>			TAX 2000	Personal Income Tax	3
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			2nd Semester		Sem. hrs.
Program Specific Courses		Sem. hrs.	ACG 2949	Cooperative Education Experience in Accounting	2
OST 1330	Business English	3	BUL 2241	Business Law I	3
QMB 1001	Business Math	3	FIN 2000	Principles of Finance	3
ACG 2022	Principles of Financial Accounting	4	GEB 2430	Business Ethics OR	-
ACG 2071	Principles of Managerial Accounting	4	MNA 2161	Quality Service Management	3
ACG 2949	Cooperative Education Experience in Accounting	2	TOTAL		64
APA 1111	Computerized Accounting/Bookkeeping I	4		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
APA 1121	Computerized Accounting/Bookkeeping II	4			
APA 1711	Computer Spreadsheet	3			
BUL 2241	Business Law I	3			
FIN 1100	Personal Financial Planning	3			
FIN 2000	Principles of Finance	3			
GEB 1011	Introduction to Business	3			
OST 2336	Business Communications	3			
TAX 2000	Personal Income Tax	3			

GEB 2430	Business Ethics OR	-			
MNA 2161	Quality Service Management	3			
				<p>Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.</p>	
				CC2008-09	

Business Administration					
Associate of Applied Science Degree – Code 3503					
Evelyn Delaney, Assistant Chair (386) 785-2004 • delanee@daytonastate.edu			International School of Business (386) 506-3012		
Program Description					
This program is designed for those who plan to become employed in the areas of business management, marketing management, small business/entrepreneurship, or computerized accounting/finance. The program contains a blend of general education courses and program specific courses.					
Graduates of this program are eligible to enroll in dbc's Bachelor of Applied Science in Supervision and Management program. Call (386) 506-4BAS or email BASinfo@daytonastate.edu for details.					
Please Note: This program is eligible for federal and state financial aid.					
General Education Courses			Sem. hrs.	Sample Program of Study	
ENC 1101	College Composition	3	First Year		
ENC 1102#	Literature and Composition OR	-	1 st Semester		Sem. hrs.
ENC 2210	Report Writing	3	ENC 1101	College Composition	3
MAT 1033	Intermediate Algebra	4	APA1111	Computerized Accounting	4
ECO 2013#	Principles of Macro Economics OR	-	APA 1711	Computer Spreadsheet	3
ECO 2023	Principles of Micro Economics	3	GEB 1011	Introduction to Business	3
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	MAN 2021	Principles of Management	3
AML 2023	Contemporary American Literature		2 nd Semester		Sem. hrs.
AML 2052	Modern American Literature				
AML 2600	Introduction to African American Literature		ENC 1102	Literature and Composition OR	-
ARH 1000	Art Appreciation		ENC 2210	Report Writing	3
ENL 2931	Selected Topics in Shakespeare		ECO 2013	Principles of Macro Economics OR	-
HUM 2210	Humanities I		ECO 2023	Principles of Micro Economics	3
HUM 2230	Humanities II		APA1121	Computerized Accounting II	4
LIT 2110	Masterpieces of World Literature I		OST 2336	Business Communication	3
LIT 2120	Masterpieces of World Literature II		OST 1141	Keyboarding OR	-
LIT 2602	Literature of the Sea		LIS 2004	Introduction to Internet Information Research Resources	1
MUH 2051	Introduction to the Music of the World's Peoples		Summer Semester		Sem. hrs.
MUL 1010	Music Appreciation		QMB 1001	Business Math	3
MUL 2380	Popular Music in America		Second Year		
THE 1000	Dramatic Appreciation				

* MAT 1033 fulfills general education requirements for AAS degree programs only.			1st Semester		Sem. hrs.
** ECO 2013 fulfills Behavioral and Social Sciences Core requirement for AS/AAS degree programs only.				Humanities, Cultural & Aesthetic Core	3
# Course requires a pre or corequisite. See course description in the current college catalog.			BUL 2241	Business Law	3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			MAR 2011	Principles of Global Marketing	3
Program Specific Courses		Sem. hrs.	MAT1033	Intermediate Algebra	4
APA1111	Computerized Accounting	4	MNA 2345	Supervision of Personnel OR	-
APA1121	Computerized Accounting II	4	OST 2501	Office Management	3
APA 1711	Computer Spreadsheet	3	2nd Semester		Sem. hrs.
BUL 2241	Business Law	3	FIN 2000	Principles of Finance	3
FIN 2000	Principles of Finance	3	GEB 2430	Business Ethics	3
GEB 1011	Introduction to Business	3	GEB 2351	International Business Practice Firm OR	-
GEB 2430	Business Ethics	3	GEB 2949	Cooperative Ed. Experience in Business	3
GEB 2351	International Business Practice Firm OR	-	SBM 2000	Small Business Management	3
GEB 2949	Cooperative Ed. Experience in Business	3	MNA 2161	Quality Service Management	3
MAN 2021	Principles of Management	3	TOTAL		64
MAR 2011	Principles of Global Marketing	3		Note: Sequence of courses may vary. Check course descriptions for requisite requirements	
MNA2161	Quality Service Management	3			
MNA2345	Supervision of Personnel OR	-			
OST 2501	Office Management	3			
OST 1141	Keyboarding OR	-			
LIS 2004	Introduction to Internet Information Research Resources	1			
OST 2336*	Business Communication	3			
QMB 1001	Business Math	3			
SBM 2000	Small Business Management	3			
*OST 2336 meets the graduation requirements for Oral Communications for this program.				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Culinary Management

Associate of Applied Science Degree - Code 3504

Jeff Conklin, Assistant Chair
(386) 506-3735 • conklij@daytonastate.edu

David Weir, Interim Chair
(386) 506-3971 • weird@daytonastate.edu

Program Description

The program provides students with the necessary food service skills and culinary skills for an entry-level position as a restaurant cook, chef (restaurants, hotels, clubs, and large industrial kitchens) or a food service manager. The curriculum is designed to give the student a solid foundation of cooking skills. Students also are taught sanitation and safety, basic nutrition, supervision of personnel, purchasing, food and beverage service and cost control. With this base, graduates should be successful in any environment that requires basic or advanced knowledge of food preparation and handling.

Please Note: This program is eligible for federal and state financial aid.

Graduates of this program are eligible to enroll in Daytona State's Bachelor of Applied Science in Supervision and Management Program. Call (386) 506-4BAS or e-mail BASinfo@daytonastate.edu for details.

Approximate Additional Costs

- Lab fees per course involving food production – approx. \$150
- Uniforms for complete program – \$200
- Professional cutlery for complete program - \$185

Additional Admission Requirements

- Students must see the assistant chair before registration.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600 ≠	Oral Communication/Research/Presentation Skills	3	1st Semester		Sem. hrs.
MAT 1033*	Intermediate Algebra	4	ENC 1101	College Composition	3
PSY 1012 ≠	General Psychology	3	FOS 1201	Sanitation and Safety	3
HUM 2210 ≠	Humanities I	3	FSS 1202/1202L	Food Production I and Lab	3
*MAT 1033 fulfills general education requirements for AAS degree programs only.			FSS 1222/1222L	Food Production II and Lab	3
≠ Course requires a pre or corequisite. See course description in the current college catalog.			HFT 1000	Introduction to the Hospitality Industry	3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			2nd Semester		Sem. hrs.
			SPC 2600	Oral Communication/Research/Presentation Skills	3
Program Specific Courses		Sem. hrs.	FSS 1063/1063L	Baking and Lab	3
FSS 1063/1063L	Baking and Lab	3	FSS 1240/1240L	Contemporary American Cuisine and Lab	3
FOS 1201	Sanitation and Safety	3	FSS 1242/1242L	International Cuisine and Lab	3
FSS 1202/1202L	Food Production I and Lab	3	HUN 1203	Hospitality Nutrition	3
FSS 1222/1222L	Food Production II and Lab	3	Second Year		
FSS 1240/	Contemporary American Cuisine	3	1st Semester		Sem.

1240L	and Lab				hrs.
FSS 1242/ 1242L	International Cuisine and Lab	3	HUM 2210	Humanities I	3
FSS 2210/ 2210L	Advanced Cuisine and Lab	3	MAT 1033	Intermediate Algebra	4
FSS 2284/ 2284L	Catering and Buffet Management and Lab	3	FSS 2210/ 2210L	Advanced Cuisine and Lab	3
HFT 2942/ 2942L	Hospitality Practicum III and Lab	3	HFT 1820	Purchasing for Hospitality	3
HFT 1000	Introduction to Hospitality Industry	3	HFT 1940/ 1940L	Hospitality Practicum I and Lab	3
HFT 1820	Purchasing For Hospitality	3	2nd Semester		Sem. hrs.
HFT 2282	Hospitality Supervision	3	PSY 1012	General Psychology	3
HFT 2454 **	Food & Beverage Cost Control	3	HFT 2282	Hospitality Supervision	3
HFT 1940/ 1940L	Hospitality Practicum I and Lab	3	HFT 2454	Food and Beverage Cost Control	3
HUN 1203	HospitalityNutrition	3	FSS 2284/ 2284L	Catering and Buffet Management and Lab	3
HFT 1941/ 1941L	Hospitality Practicum II and Lab	3	HFT 1941/ 1941L	Hospitality Practicum II and Lab	3
**HFT 2454 meets the graduation requirement for the basic use of computers for this program.			Summer Semester		Sem. hrs.
			HFT 2942/ 2942L	Hospitality Practicum III and Lab	3
			TOTAL		64
				Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.		
			CC2008-09 – Rev. 5/08		

Hospitality Management
Food and Beverage Management Specialization
Associate of Applied Science Degree – Code 3510

Jeff Conklin, Assistant Chair
(386) 506-3735 • conklij@daytonastate.edu

David Weir, Interim Chair
(386) 506-3971 • weird@daytonastate.edu

Program Description

This program is designed for those who plan careers in Hospitality Management in the area of Food and Beverage Management. The program contains a blend of general education courses, hospitality core classes and classes that specialize in the field of Food and Beverage Management. The program is designed to prepare the student for a specific career path.

Please Note: This program is eligible for federal and state financial aid.

Graduates of this program are eligible to be enrolled in Daytona State's Bachelor of Applied Science in Supervision and Management Program. Call (386) 506-4BAS or email BASinfo@daytonastate.edu for details.

Approximate Additional Costs

- Lab fees per course involving food production – approx. \$150
- Uniforms for complete program – \$200
- Professional cutlery for complete program - \$185

Additional Admission Requirements

- Students must see the assistant chair before registration.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600 ≠	Oral Communication/Research/Presentation Skills	3	1st Semester		
MAT 1033*	Intermediate Algebra	4	ENC 1101	College Composition	3
PSY 1012 ≠	General Psychology	3	FOS 1201	Sanitation and Safety	3
HUM 2210 ≠	Humanities I	3	FSS 1202/1202L	Food Production I and Lab	3
* MAT 1033 fulfills general education requirements for AAS degree programs only.			FSS 1222/1222L	Food Production II and Lab	3
≠ Course requires a pre or corequisite. See course description in the current college catalog.			HFT 1000	Introduction to the Hospitality Industry	3
			2nd Semester		
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			SPC 2600	Oral Communication/Research/Presentation Skills	3
Program Specific Courses		Sem. hrs.	FSS 1063/1063L	Baking and Lab	3
FSS 1063/1063L	Baking and Lab	3	HFT 1261/1261L	Hospitality Service and Lab	3
FOS 1201	Sanitation and Safety	3	HFT 2750	Hospitality Marketing	3

FSS 1202/ 1202L	Food Production I and Lab	3	HUN 1203	Hospitality Nutrition	3
FSS 1222/ 1222L	Food Production II and Lab	3	<i>Second Year</i>		
HFT 2750	Hospitality Marketing	3	1st Semester		Sem. hrs.
HFT 1261	Hospitality Service	3	HUM 2210	Humanities I	3
HFT 2600	Hospitality Law	3	MAT 1033	Intermediate Algebra	4
FSS 2284/ 2284L	Catering and Buffet Management and Lab	3	HFT 2600	Hospitality Law	3
HFT 2283	Hospitality Contract Management	3	HFT 1820	Purchasing for Hospitality	3
HFT 1000	Introduction to Hospitality Industry	3	HFT 1940/ 1940L	Hospitality Practicum I and Lab	3
HFT 1820	Purchasing For Hospitality	3	2nd Semester		Sem. hrs.
HFT 2282	Hospitality Supervision	3	PSY 1012	General Psychology	3
HFT 2454 **	Food and Beverage Cost Control	3	HFT 2282	Hospitality Supervision	3
HFT 1940/ 1940L	Hospitality Practicum I and Lab	3	HFT 2454	Food and Beverage Cost Control	3
HUN 1203	Hospitality Nutrition	3	FSS 2284/ 2284L	Catering and Buffet Management and Lab	3
HFT 1941/ 1941L	Hospitality Practicum II and Lab	3	HFT 2283	Hospitality Contract Management	3
**HFT 2454 meets the graduation requirement for the basic use of computers for this program.			Summer Semester		Sem. hrs.
			HFT 1941/ 1941L	Hospitality Practicum II and Lab	3
			TOTAL		64
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
				CC2008-09	

Hospitality Management Event Planning Management Specialization Associate of Applied Science Degree - Code 3510					
Jeff Conklin, Assistant Chair (386) 506-3735• conklij@daytonastate.edu			David Weir, Interim Chair (386) 506-3971• weird@daytonastate.edu		
Program Description					
This program is designed for those who plan careers in Hospitality Management in the area of Event Planning Management. The program contains a blend of general education courses, hospitality core classes and classes that specialize in the field of Event Planning Management. The program is designed to prepare the student for a specific career path.					
Please Note: This program is eligible for federal and state financial aid.					
Graduates of this program are eligible to be enrolled in DBC's Bachelor of Applied Science in Supervision and Management Program. Call (386)506-4BAS or email BASinfo@daytonastate.edu for details.					
Approximate Additional Costs					
<ul style="list-style-type: none">• Lab fees per course involving food production - approx. \$150• Uniforms for complete program - \$200• Professional cutlery for complete program - \$185					
Additional Admission Requirements					
<ul style="list-style-type: none">• Students must see the assistant chair before registration.					
General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600 ≠	Oral Communication/Research/ Presentation Skills	3	1 st Semester		Sem. hrs.
MAT 1033*	Intermediate Algebra	4	ENC 1101	College Composition	3
PSY 1012≠	General Psychology	3	FOS 1201	Sanitation and Safety	3
HUM 2210≠	Humanities I	3	HFT 1000	Introduction to the Hospitality Industry	3
* MAT 1033 fulfills general education requirements for AAS degree programs only.			HFT 2671	Event Risk Management and Safety	3
≠ Course requires a pre or corequisite. See course description in the current college catalog.			HFT 2742	Global Meetings and Exhibitions	3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			2 nd Semester		Sem. hrs.
Program Specific Courses		Sem. hrs.	SPC 2600	Oral Communication/Research/ Presentation Skills	3
FOS 1201	Sanitation and Safety	3	HFT 1261	Hospitality Service	3
FSS 2284C/ 2284L	Catering and Buffet Management and Lab	3	HFT 2750	Hospitality and Tourism Marketing	3
HFT 1000	Introduction to Hospitality Industry	3	HUN 1203	Hospitality Nutrition	3

HFT 1261	Hospitality Service	3	HFT 2500	Event Marketing	3
HFT 1820	Purchasing For Hospitality	3	<i>Second Year</i>		
HFT 1940/ 1940L	Hospitality Practicum I and Lab	3	1st Semester		Sem. hrs.
HFT 1941/ 1941L	Hospitality Practicum II and Lab	3	MAT 1033	Intermediate Algebra	4
HFT 2282	Hospitality Supervision	3	HUM 2210	Humanities I	3
HFT 2283	Hospitality Contract Management	3	HFT 1820	Purchasing for Hospitality	3
HFT 2454 **	Food and Beverage Cost Control	3	HFT 1940/ 1940L	Hospitality Practicum I and Lab	3
HFT 2600	Hospitality Law	3	HFT 2600	Hospitality Law	3
HFT 2750	Hospitality and Tourism Marketing	3	2nd Semester		Sem. hrs.
HUN 1203	Hospitality Nutrition	3	PSY 1012	General Psychology	3
HFT 2500	Event Marketing	3	FSS 2284C/ 2284L	Catering and Buffet Management and Lab	3
HFT 2671	Event Risk Management and Safety	3	HFT 2282	Hospitality Supervision	3
HFT 2742	Global Meetings and Exhibitions	3	HFT 2283	Hospitality Contract Management	3
**HFT 2454 meets the graduation requirement for the basic use of computers for this program.			HFT 2454	Food and Beverage Cost Control	3
			Summer Semester		Sem. hrs.
			HFT 1941/ 1941L	Hospitality Practicum II and Lab	3
			TOTAL		64
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09 - 6/08	

Hospitality Management Lodging Management Specialization Associate of Applied Science Degree – Code 3510					
Jeff Conklin, Assistant Chair (386) 506-3735• conklij@daytonastate.edu			David Weir, Interim Chair (386) 506-3971• weird@daytonastate.edu		
Program Description					
This program is designed for those who plan careers in Hospitality Management in the area of Lodging Management. The program contains a blend of general education courses, hospitality core classes and classes that specialize in the field of Lodging Management. The program is designed to prepare the student for a specific career path.					
Please Note: This program is eligible for federal and state financial aid.					
Graduates of this program are eligible to enroll in Daytona State's Bachelor of Applied Science in Supervision and Management Program. Call (386) 506-4BAS or e-mail BASinfo@daytonastate.edu for details.					
Approximate Additional Costs					
<ul style="list-style-type: none">• Lab fees per course involving food production – approx. \$150• Uniforms for complete program – \$200• Professional cutlery for complete program - \$185					
Additional Admission Requirements					
<ul style="list-style-type: none">• Students must see the assistant chair before registration.					
General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600 #	Oral Communication/Research/ Presentation Skills	3	1 st Semester		Sem. hrs.
MAT 1033*	Intermediate Algebra	4	ENC 1101	College Composition	3
PSY 1012#	General Psychology	3	FOS 1201	Sanitation and Safety	3
HUM 2210#	Humanities I	3	HFT 1410	Lodging Operations I	3
* MAT 1033 fulfills general education requirements for AAS degree programs only.			HFT 2313	Lodging Operations II	3
# Course requires a pre or corequisite. See course description in the current college catalog.			HFT 1000	Introduction to the Hospitality Industry	3
			2 nd Semester		Sem. hrs.
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			SPC 2600	Oral Communication/Research/ Presentation Skills	3
HFT 2283	Hospitality Contract Management	3	HFT 1261	Hospitality Service	3
FOS 1201	Sanitation and Safety	3	HFT 2750	Hospitality Marketing	3
HFT 1410	Lodging Operations I	3	HFT 2461	Hospitality Managerial Finance	3
HFT 2313	Lodging Operations II	3	HUN 1203	Hospitality Nutrition	3

HFT 1261	Hospitality Service	3	Second Year		
HFT 2750	Hospitality Marketing	3	1st Semester		Sem. hrs.
HFT 2461	Hospitality Managerial Finance	3	HUM 2210	Humanities I	3
FSS 2284/2284L	Catering and Buffet Management and Lab	3	MAT 1033	Intermediate Algebra	4
HFT 2600	Hospitality law	3	HFT 2600	Hospitality Law	3
HFT 1000	Introduction to Hospitality Industry	3	HFT 1820	Purchasing for Hospitality	3
HFT 1820	Purchasing For Hospitality	3	HFT 1940/1940L	Hospitality Practicum I and Lab	3
HFT 2282	Hospitality Supervision	3	2nd Semester		Sem. hrs.
HFT 2454 **	Food & Beverage Cost Control	3	PSY 1012	General Psychology	3
HFT 1940/1940L	Hospitality Practicum I and Lab	3	HFT 2282	Hospitality Supervision	3
HUN 1203	Hospitality Nutrition	3	HFT 2454	Food and Beverage Cost Control	3
HFT 1941/1941L	Hospitality Practicum II and Lab	3	FSS 2284/2284L	Catering and Buffet Management and Lab	3
**HFT 2454 meets the graduation requirement for the basic use of computers for this program.			HFT 2283	Hospitality Contract Management	3
			Summer Semester		Sem. hrs.
			HFT 1941/1941L	Hospitality Practicum II and Lab	3
			TOTAL		64
				Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
				CC2008-09	

Paralegal Studies (Legal Assisting) Career Option
Associate of Applied Science Degree – Code 3528

Shawn Friend, Assistant Chair
(386) 506-3454 □ friends@daytonastate.edu

International School of Business
(386) 506-3012

Program Description

The program provides a solid foundation in procedural and substantive areas of law including research, drafting legal documents, interviewing clients and witnesses, investigative techniques and managing law offices. The program of study provides eligible students with the skills the student needs to take the Certified Legal Assistant/Certified Paralegal Examination offered by the National Association of Legal Assistants.

Graduates of this program are eligible to be enrolled in Daytona State's Bachelor of Applied Science in Supervision and Management program. Call (386) 506-4BAS or email BASinfo@daytonastate.edu for details.

Please Note: This program is eligible for federal and state financial aid.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1st Semester		Sem. hrs.
MAT 1033*	Intermediate Algebra	4	ENC 1101	College Composition	3
CGS 2100	Microcomputer Applications	3	BUL 2241	Business Law I	3
PSY 1012#	General Psychology OR	-	OST 1435	Legal Terminology	3
SYG 2000	Introduction to Sociology	3	PLA 1003	Introduction to Paralegal	3
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	PLA 1103	Legal Writing and Research I	3
AML 2023	Contemporary American Literature		2nd Semester		Sem. hrs.
AML 2052	Modern American Literature		MAT 1033	Intermediate Algebra	4
AML 2600	Introduction to African American Literature		SPC 2600	Oral Communication/Research/Presentation Skills	3
ARH 1000	Art Appreciation		BUL 2242	Business Law II	3
ENL 2931	Selected Topics in Shakespeare		PLA 1800	Law of Domestic Relations	3
HUM 2210	Humanities I		PLA 2114	Legal Writing and Research II	3
HUM 2230	Humanities II		Summer Semester		Sem. hrs.
LIT 2110	Masterpieces of World Literature I		CGS 2100	Microcomputer Applications	3
LIT 2120	Masterpieces of World Literature II		Second Year		
LIT 2602	Literature of the Sea		1st Semester		Sem. hrs.
MUH 2051	Introduction to the Music of the World's Peoples		OST 1711	Word Processing I	3
MUL 1010	Music Appreciation		PLA 1610	Real Estate Law and Property	3
MUL 2380	Popular Music in America		PLA 2200	Introduction to Litigation, Torts and Evidence	3

THE 1000	Dramatic Appreciation		PLA 2303	Criminal Law and the Paralegal	3
* Course requires a pre or corequisite. See course description in the current college catalog.			PLA 2460	Bankruptcy Law	3
*MAT 1033 fulfills general education requirements for AAS degree programs only.			2 nd Semester		Sem. hrs.
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.				Humanities, Cultural & Aesthetic Core	3
Program Specific Courses		Sem. hrs.	PSY 1012	General Psychology OR	-
BUL 2241	Business Law I	3	SYG 2000	Introduction to Sociology	3
BUL 2242	Business Law II	3	PLA 2600	Probate Administration	3
OST 1435	Legal Terminology	3	PLA 2763	Law Office and Management OR	-
OST 1711	Word Processing I	3	PLA 2949	Cooperative Experience in General Law	3
PLA 1003	Introduction to Paralegal	3	PLA 2880	Constitutional Law	3
PLA 1103	Legal Writing and Research I	3	TOTAL		64
PLA 1610	Real Estate Law and Property	3		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
PLA 1800	Law of Domestic Relations	3			
PLA 2114	Legal Writing and Research II	3			
PLA 2200	Introduction to Litigation, Torts and Evidence	3			
PLA 2303	Criminal Law and the Paralegal	3			
PLA 2460	Bankruptcy Law	3			
PLA 2600	Probate Administration	3			
PLA 2763	Law Office and Management OR	-			
PLA 2949	Cooperative Education Experience in General Law	3			
PLA 2880	Constitutional Law	3			
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	

Office Administration (Administrative Assistant Option) Associate of Applied Science Degree - Code 3522					
Shawn Friend, Assistant Chair (386) 506-3454 friends@daytonastate.edu				International School of Business (386) 506-3012	
Program Description					
The program provides a solid foundation in office management, computer operations, business law and word processing software programs. Students develop communication, computation, management and computer software application skills.					
Graduates of this program are eligible to enroll in Daytona State's Bachelor of Applied Science in Supervision and Management program. Call (386) 506-4BAS or email BASinfo@daytonastate.edu for details.					
Please Note: This program is eligible for federal and state financial aid.					
General Education Courses			Sem. hrs.	Sample Program of Study	
ENC 1101	College Composition	3	First Year		
BSC 1005	Survey of Biological Science OR	-	1 st Semester		Sem. hrs.
BSC 1020	Human Biology	3			
CGS 2100*	Microcomputer Applications	3	ENC 1101	College Composition	3
	Behavioral & Human Sciences Core- CHOOSE ONE:	3	OST 1330	Business English	3
DEP 2004	Developmental Psychology		BSC 1005	Survey of Biological Science OR	-
PSY 1012	General Psychology		BSC 1020	Human Biology	3
SYG 2000	Introduction to Sociology		GEB 1011	Introduction to Business	3
	Humanities, Cultural & Aesthetic Core-CHOOSE ONE:		OST 1100/ 1100L	Keyboarding & Formatting I and Lab	4
AML 2023	Contemporary American Literature		2 nd Semester		Sem. hrs.
AML 2052	Modern American Literature			Behavioral & Human Sciences Core	3
AML 2600	Introduction to African American Literature		QMB 1001	Business Math	3
ARH 1000	Art Appreciation		OST 1110/ 1110L	Keyboarding & Formatting II and Lab	4
ENL 2931	Selected Topics in Shakespeare		OST 1711	Word Processing I	3
HUM 2210	Humanities I		OST 2336	Business Communications	3
HUM 2230	Humanities II		Second Year		
LIT 2110	Masterpieces of World Literature I		1 st Semester		Sem. hrs.
LIT 2120	Masterpieces of World Literature II			Humanities, Cultural & Aesthetic Core	3
LIT 2602	Literature of the Sea		CGS 2100	Microcomputer Applications	3

MUH 2051	Introduction to the Music of the World's Peoples		OST 1760	Word Processing II	4
MUL 1010	Music Appreciation		OST 2401/ 2401L	Basic Office Procedures and Lab	4
MUL 2380	Popular Music in America		2nd Semester		Sem. hrs.
THE 1000	Dramatic Appreciation		BUL 2241	Business Law I	3
*CGS 2100 fulfills general education requirements for AAS degree programs only.			MNA 2161	Quality Service Management	3
			OST 2501	Office Management	3
□ Course requires a pre or corequisite. See course description in current college catalog.			OST 2713/ 2713L	Advanced Computer Software Applications and Lab	4
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.				Elective	4
Program Specific Courses		Sem. hrs.	TOTAL		63
OST 1330	Business English	3		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
QMB 1001	Business Math	3			
BUL 2241	Business Law I	3			
GEB 1011	Introduction to Business	3			
MNA 2161	Quality Service Management	3			
OST 1100/ 1100L	Keyboarding & Formatting I and Lab	4			
OST 1110/ 1110L	Keyboarding & Formatting II and Lab	4			
OST 1711	Word Processing I	3			
OST 1760	Word Processing II	4			
OST 2336*	Business Communications	3			
OST 2401/ 2401L	Basic Office Procedures and Lab	4			
OST 2501	Office Management	3			
OST 2713/ 2713L	Advanced Computer Software Applications and Lab	4			
	Elective	4			
Elective—Choose One:					
APA 1111	Computerized Accounting / Bookkeeping I	4			
FIN 1100	Personal Financial Planning	2			

LIS 2004	Introduction to Internet Information ResearchResources	1			
OST 2949	Cooperative Education Experience in Office Systems Management	1-4			
<i>*OST 2336 meets the graduation requirement for Oral Communications for this program.</i>					
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Office Administration (Medical Transcription Option) Associate of Applied Science Degree - Code 3521					
Shawn Friend, Assistant Chair (386) 506-3454 □ friends@daytonastate.edu				International School of Business (386) 506-3012	
Program Description					
The program provides a solid foundation in medical office procedures, as well as medical typing and transcription. Students learn a variety of business software and office equipment including transcribers and gain practical work experience through cooperative education.					
Graduates of this program are eligible to enroll in Daytona State's Bachelor of Applied Science in Supervision and Management program. Call (386) 506-4BAS or email BASinfo@daytonastate.edu for details.					
Please Note: This program is eligible for federal and state financial aid.					
General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
BSC 1085/1085L	Human Anatomy & Physiology I and Lab	4	1 st Semester		Sem. hrs.
BSC 1086/1086L#	Human Anatomy & Physiology II and Lab	4	ENC 1101	College Composition	3
#	Behavioral & Human Sciences Core-CHOOSE ONE:	3	HSC1531	Medical Terminology	4
DEP 2004	Developmental Psychology		OST 1100/1100L	Keyboarding & Formatting I and Lab	4
PSY 1012	General Psychology			Behavioral & Human Sciences Core	3
SYG 2000	Introduction to Sociology		2 nd Semester		Sem. hrs.
#	Humanities, Cultural & Aesthetic Core-CHOOSE ONE:	3	HIM 1031/1031L	Medical Record Transcription I and Lab	3
AML 2023	Contemporary American Literature		BSC 1085/1085L	Human Anatomy & Physiology I and Lab	4
AML 2052	Modern American Literature		OST 1330	Business English	3
AML 2600	Introduction to African American Literature		OST 1110/1110L	Keyboarding & Formatting II and Lab	4
ARH 1000	Art Appreciation		Summer Semester		Sem. hrs.
ENL 2931	Selected Topics in Shakespeare		BSC 1086/1086L	Human Anatomy & Physiology II and Lab	4
HUM 2210	Humanities I		Second Year		
HUM 2230	Humanities II		1 st Semester		Sem. hrs.
LIT 2110	Masterpieces of World Literature I		HIM 1032/1032L	Medical Record Transcription II and Lab	3
LIT 2120	Masterpieces of World Literature II		HIM 2430	Concepts of Disease	4

LIT 2602	Literature of the Sea		OST 1711	Word Processing I	3
MUH 2051	Introduction to the Music of the World's Peoples		APA 1111	Computerized Accounting Bookkeeping I	4
MUL 1010	Music Appreciation		HIM 2440	Pharmacology and Laboratory	1
MUL 2380	Popular Music in America		2nd Semester		Sem. hrs.
THE 1000	Dramatic Appreciation		OST 2461/ 2461L	Medical Typewriting and Office Procedures and Lab	4
*CGS 2100 fulfills general education requirements for AAS degree programs only.			QMB 1001	Business Math	3
Course requires a pre or corequisite. See course description in current college catalog.			OST 2336	Business Communication	3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			OST 2501	Office Management	3
Program Specific Courses		Sem. hrs.		Humanities, Cultural & Aesthetic Core	3
APA 1111	Computerized Accounting Bookkeeping I	4	TOTAL		63
HIM 1031/ 1031L	Medical Record Transcription I and Lab	3		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
HIM 1032/ 1032L	Medical Record Transcription II and Lab	3			
HIM 2430	Concepts of Disease	4			
HIM 2440	Pharmacology and Laboratory	1			
HSC 1531	Medical Terminology	4			
OST 1100/ 1100L	Keyboarding & Formatting I and Lab	4			
OST 1110/ 1110L	Keyboarding & Formatting II and Lab	4			
OST 1330	Business English	3			
OST 1711	Word Processing I	3			
OST 2336*	Business Communications	3			
OST 2461/ 2461L	Medical Typewriting and Office Procedures and Lab	4			
OST 2501	Office Management	3			
QMB 1001	Business Math	3			
	Elective	3			

Elective—Choose One:					
OST 2949	Cooperative Education Experience in Office Systems Management	1-3			
<i>*OST 2336 meets the graduation requirement for Oral Communications for this program.</i>					
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Emergency Medical Services
Associate of Applied Science Degree - Code 3506
(Limited Access Program)

Emergency Medical Services Department
(386) 506-3249

Louie Mercer, Director
(386) 506-3249 • mercero@daytonastate.edu

Program Description

The program prepares the student for state certification as an Emergency Medical Technician and Paramedic. The Paramedic delivers pre-hospital life support care and transportation necessary for accident and emergency illness victims. Instruction covers IV therapy, advanced cardiac life support, advanced care skills for patients in shock and telemetry and communications. Graduates are qualified to work as basic EMTs or advanced care paramedics on ambulances, in hospital emergency rooms, intensive care units and emergency helicopter transport agencies, and they may also qualify for management positions. Credits earned in the EMT and Paramedic certificate programs will be counted toward completion of this degree. Completers of this degree program are eligible for state certification as an EMT and subsequently for state certification as a paramedic. The Emergency Medical Services program is certified through the Florida Department of Health, Bureau of Emergency Medical Services, and accredited through the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs Lab Fees – Approximately \$125 (per semester)

Additional Admission Requirements

- Acceptable score on the TABE or CPT examinations.
- Attendance at EMS Department Orientation Session. Session dates are announced by the EMS Department.
- Submit completed application to the EMS Department prior to the designated deadline.
- Completion of health screening to include: recent physical examination; verification of immunization against tetanus, measles, mumps, rubella and Hepatitis "B"; and negative test for tuberculosis.
- Satisfactory results of a Florida Department of Law Enforcement background check.
- If there are more qualified applicants than space allows, students will be admitted on the basis of date and time completed applications were received by the EMS Department.
- Students will be held accountable for the policy and procedures of the EMS program as outlined in the EMS student policy handbook.
- Program corequisites must be completed successfully prior to enrolling in subsequent paramedic program sections.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
ENC 1102	Literature and Composition OR	-	1st Semester		
ENC 2210*	Report Writing	3	ENC 1101	College Composition	3
MAT 1033*	Intermediate Algebra	4	EMS 1119	Emergency Medical Technician I	7
PSY 1012	General Psychology	3	EMS1401L	Emergency Medical Technician I Lab	2
	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	EMS 1431	Emergency Medical Technician Clinical/Field Experience	2
AML 2023	Contemporary American Literature				
AML 2052	Modern American Literature		2nd Semester		
AML 2600	Introduction to African American Literature		ENC 1102	Literature and Composition OR	-
ARH 1000	Art Appreciation		ENC2210*	Report Writing	3
ENL 2931	Selected Topics in Shakespeare		MAT 1033	Intermediate Algebra	4

HUM 2210	Humanities I		PSY 1012	General Psychology	3
HUM 2230	Humanities II		HSC 1531	Medical Terminology	4
LIT 2110	Masterpieces of World Literature I		Summer Semester		Sem. hrs.
LIT 2120	Masterpieces of World Literature II		EMS 2603	Paramedic I	9
LIT 2602	Literature of the Sea		EMS 2603L	Paramedic I Lab	4
MUH 2051	Introduction to the Music of the World's Peoples		EMS 2666	Paramedic Clinical I	1
MUL 1010	Music Appreciation		Second Year		
MUL 2380	Popular Music in America		1 st Semester		Sem. hrs.
THE 1000	Dramatic Appreciation		EMS 2604	Paramedic II	9
*ENC 2210 and MAT 1033 fulfills general education requirements for AAS degree programs only.			EMS 2604L	Paramedic II Lab	3
□ Course requires a pre or corequisite. See course description in the current college catalog.			EMS 2667	Paramedic Clinical II	2
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			2 nd Semester		Sem. hrs.
Program Specific Courses		Sem. hrs.		Humanities, Cultural & Aesthetic Core	3
EMS 1119	Emergency Medical Technician I	7	EMS 2605	Paramedic III	8
EMS1401L	Emergency Medical Technician I Lab	2	EMS 2605L	Paramedic III Lab	3
EMS 1431	Emergency Medical Technician Clinical/Field Experience	2	EMS 2659	Paramedic Field Internship	3
EMS 2603*	Paramedic I	9	TOTAL		73
EMS2603L*	Paramedic I Lab	4		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
EMS 2604	Paramedic II	9			
EMS 2604L	Paramedic II Lab	3			
EMS 2605	Paramedic III	8			
EMS 2605L	Paramedic III Lab	3			
EMS 2659	Paramedic Field Internship	3			
EMS 2666*	Paramedic Clinical I	1			
EMS 2667	Paramedic Clinical II	2			
HSC 1531	Medical Terminology	4			
* EMS 2603, 2603L and 2666 meets the graduation requirement for the basic use of computers and Oral Communications for this program.				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Fire Science Technology
Associate of Applied Science Degree - Code 3507

Teresa Campbell, Senior Staff Assistant
 (386) 506-3693 • campbet@daytonastate.edu

Louie Mercer, Director
 (386) 506-3693 • mercerlo@daytonastate.edu

Program Description

The program is designed for students employed or those who desire employment in the fire service. Students take a balance of academic and fire science courses covering fire service organization, strategy and tactics, fire codes and alarm and extinguishing systems. As certain classes are completed, students may apply to take state certification exams, which may lead to advancement within the fire service. The Fire Apparatus Operator program is certified through the Florida Fire College.

Note: Those desiring Inspector Certification must be able to comply with the requirements of 4A-39 Florida administrative codes.

Please Note: This program is eligible for federal and state financial aid.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1st Semester		
MAT1033*	Intermediate Algebra	4	ENC 1101	College Composition	3
CHM 1025/1025L#	Introduction to Chemistry and Lab	4	MAT 1033	Intermediate Algebra	4
PSY 1012#	General Psychology	3	FFP 1510	Construction Codes and Material Rating	3
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	FFP 1810	Firefighting Strategy and Tactics I	3
AML 2023	Contemporary American Literature		FFP 2811	Firefighting Strategy and Tactics II	3
AML 2052	Modern American Literature		2nd Semester		
AML 2600	Introduction to African American Literature		SPC 2600	Oral Communication/ResearchPresentation Skills	3
ARH 1000	Art Appreciation		PSY 1012	General Psychology	3
ENL 2931	Selected Topics in Shakespeare		CGS 2100	Microcomputer Applications	3
HUM 2210	Humanities I		FFP 1520	Fire Prevention Programs	3
HUM 2230	Humanities II		FFP 2120	Building Construction	3
LIT 2110	Masterpieces of World Literature I		Second Year		
LIT 2120	Masterpieces of World Literature II		1st Semester		
LIT 2602	Literature of the Sea			Humanities, Cultural & Aesthetic Core	3
MUH 2051	Introduction to the Music of the World's Peoples		CHM 1025/1025L	Introduction to Chemistry and Lab	4
MUL 1010	Music Appreciation		FFP 2720	Fire Department Leadership	3
MUL 2380	Popular Music in America		FFP	Fire Science Elective	3
THE 1000	Dramatic Appreciation		FFP	Fire Science Elective	3

*MAT 1033 fulfills general education requirements for AAS degree programs only.			2 nd Semester		Sem. hrs.
≠ Course requires a pre or corequisite. See course description in the current college catalog.			FFP 1799	Time Management for Fire Service	1
Note: It may be necessary for the student to enroll in a college preparatory English, Math, or Reading course depending upon College Placement Test scores.			FFP 2540	Private Fire Protection Systems	3
Program Specific Courses		Sem. hrs.	FFP 2740	Fire Service Instructor	3
CGS 2100	Microcomputer Applications	3	FFP.....	Fire Science Elective	3
FFP1510	Construction Codes and Material Rating	3	FFP.	Fire Science Elective	3
FFP 1520	Fire Prevention Programs	3	TOTAL		60
FFP 1799	Time Management for Fire Service	1		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
FFP 1810	Firefighting Strategy and Tactics I	3			
FFP 2120	Building Construction	3			
FFP 2540	Private Fire Protection Systems	3			
FFP 2720	Fire Department Leadership	3			
FFP 2740	Fire Service Instructor	3			
FFP 2811	Firefighting Strategy and Tactics II	3			
FFP	Fire Science Elective	3			
FFP	Fire Science Elective	3			
FFP	Fire Science Elective	3			
FFP	Fire Science Elective	3			
Fire Science Elective: Choose Four		Sem. hrs.			
EMS 1119	Emergency Medical Technician I	7			
FFP 1000	Introduction to Fire Protection Hazards	3			
FFP 1700	Management of Municipal Fire Protection	3			
FFP 2401	Hazardous Materials I	3			
FFP 2402	Hazardous Materials II	3			
FFP 2521	Blueprint Reading and Plans Evaluation	3			
FFP 2604	Fire Detection and Investigation	3		Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
FFP 2741	Fire Service Course Design	3			
FFP2949	Cooperative Education Experience in Fire Science	1			
				CC2008-09	

Health Information Management
Associate of Applied Science Degree - Code 3509
(Limited Access Program)

Nancy Thomas, Assistant Chair
 (386) 506-3748 · thomasn@daytonastate.edu

Dr. Linda Miles, Assistant Dean
 Allied Health Department(386) 506-3189

Program Description

The program trains individuals to supervise many of the health information management department's daily functions; review records for consistency, completeness and accuracy; index and classify all diagnosis and operations on diseases for public health authorities; prepare studies for medical staff; and respond to authorized inquiries for insurance or legal purposes. Clinical experience will be provided in local health care facilities. Graduates are eligible to take the Registered Health Information Technician (RHIT) Examination. Successful candidates are awarded the RHIT credential. RHIT designation signifies a person is a qualified specialist in coding, assembling, analyzing, abstracting and maintaining health information. The Health Information Management program is accredited by the Commission on Accreditation for Health Informatics and Information Management (CAHIIM).

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

- Textbooks – \$400
- FDLE Background Screening - \$23
- Lab Fees (including liability insurance) - \$20

Additional Admission Requirements

- To be eligible for program admission, the student must qualify for ENC 1101 (College Composition I) and MAT 1033 (Intermediate Algebra). This eligibility can be met through assessment results or course work.
- Program Prerequisite (courses must be completed with a grade of "C" or better): HSC 1531 (Medical Terminology) before you will be accepted into the program.
- Submit completed application to the Allied Health Department.
- Applications accepted anytime during the year.
- Selection is made once per year based on the date of the Allied Health Department application. **This is based on first come, first served.**
- Florida Department of Law Enforcement (FDLE) Background screening must be completed prior to the first day of class. Final program acceptance contingent upon satisfactory results of the FDLE screening.
- A pre-admission consultation with the assistant chair is recommended.
- All courses must be completed with a "C" or better.

General Education Courses		Sem. hrs.	Sample Program of Study	
ENC 1101	College Composition	3	Prerequisite Courses	
MAT 1033*	Intermediate Algebra	4	HSC 1531	Medical Terminology
BSC 1020#	Human Biology	3	First Year	
PSY 1012≠	General Psychology	3	1st Semester (Spring)	
HSC 1531	Medical Terminology	4	ENC 1101	College Composition
≠	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:		MAT 1033	Intermediate Algebra
AML 2023	Contemporary American Literature		BSC 1020	Human Biology
AML 2052	Modern American Literature		HIM 1000/1000L	Introduction to Health Information Management and Lab

AML 2600	Introduction to African American Literature		HIM 1222/1222L	Beginning ICD-9 Coding and Lab	4
ARH 1000	Art Appreciation		2nd Semester (Summer)		Sem. hrs.
ENL 2931	Selected Topics in Shakespeare		CGS 2100	Microcomputer Applications	3
HUM 2210	Humanities I		HIM 2012	Legal Aspects of Health Care	2
HUM 2230	Humanities II		HIM 2253/2253L	Beginning CPT Coding and Lab	3
LIT 2110	Masterpieces of World Literature I		3rd Semester (Fall)		Sem. hrs.
LIT 2120	Masterpieces of World Literature II		HIM 2234/2234L	Advanced ICD-9 Coding and Lab	4
LIT 2602	Literature of the Sea		HIM 2430	Concepts of Disease	4
MUH 2051	Introduction to the Music of the World's Peoples		HIM 2442	Pharmacology and Laboratory	1
MUL 1010	Music Appreciation		HIM1273/1273L	Billing and Reimbursement Methods and Lab	2
MUL 2380	Popular Music in America		HIM2800	Coding Professional Practice Experience I	1
THE 1000	Dramatic Appreciation		2nd Year First Semester (Spring)		Sem. hrs.
<i>*MAT 1033 fulfills general education requirements for AAS degree programs only.</i>					
<i>≠Course requires a pre or corequisite. See course description in the current college catalog.</i>			HIM 2214	Health Information Management Statistics	2
<i>#Students planning to transfer to a 4-year program need to take BSC 1085/1085L and BSC 1086/1086L.</i>			HIM2400	Health Records in Alternate Settings	3
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			HIM 2652	Electronic Health Record	2
Program Specific Courses		Sem. hrs.	HIM 2283/2283L	Advanced CPT Coding and Lab	3
CGS 2100	Microcomputer Applications	3	HIM 2810	Professional Practice Experience II	2
HIM 1000/1000L	Introduction to Health Information Management and Lab	3	2nd Year Second Semester (Summer)		Sem. hrs.
HIM 1222/1222L	Beginning ICD-9 Coding and Lab	4		Humanities, Cultural & Aesthetic Core	3
HIM1273/1273L	Billing and Reimbursement Methods and Lab	2	2nd Year Third Semester (Fall)		Sem. hrs.
HIM 2012	Legal Aspects of Health Records	2	PSY 1012	General Psychology	3
HIM 2214	Health Information Management Statistics	2	HIM 2512	Health Information Systems Management	2
HIM 2234/2234L	Advanced ICD-9 Coding and Lab	4	HIM 2500	Quality Assurance and Compliance	2
HIM 2253/2253L	Beginning CPT Coding and Lab	3	HIM 2820	Professional Practice Experience III	2
HIM 2430	Concepts of Disease	4	HIM 2920	Health Information Management Seminar	2

HIM 2442	Pharmacology and Laboratory	1	TOTAL		67
HIM2400	Health Records in Alternate Settings	3		Note: Sequence of courses may vary. Check course descriptions for prerequisite requirements.	
HIM 2500	Quality Assurance and Compliance	2			
HIM 2512	Health Information Systems Management	2			
HIM 2652	Electronic Health Record	2			
HIM 2283/2283L	Advanced CPT Coding and Lab	3			
HIM2800	Coding Professional Practice Experience I	1			
HIM 2810	Professional Practice Experience II	2			
HIM 2820	Professional Practice Experience III	2			
HIM 2920	Health Information Management Seminar	2			
*HIM 2012 and HIM 2400 meet the graduation requirement for Oral Communications for this program.				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
				CC2008-09	

Human Services (Addictions Studies/Generalist)
Associate of Applied Science Degree - Code 3512

Patti Hall-Pennell, Assistant Chair
 (386) 506-3713 • hallp@daytonastate.edu

Dr. Linda Miles, Assistant Dean
 Allied Health Department
 (386) 506-3189

Program Description

The Human Services program with an Addiction Specialization prepares students for employment in the field of addiction specific human services. Human services is designed as an interdisciplinary program, including the fields of psychology, mental health, addictions, social work, sociology and health care. The interdisciplinary approach—also called “Transdisciplinary Foundations”—is key to the development of skills related to an array of helping services in a variety of agencies that focus on addiction, prevention/treatment. Transdisciplinary Foundations include understanding and treating addictions, with an additional emphasis on application to practice and professional readiness. Helping skills included in the “Professional Practice Dimensions” areas include: Interviewing, screening, and assessment; treatment planning, counseling and intervention techniques, knowledge of adaptive and maladaptive behavior patterns and various treatment referrals; communication and documentation skills; knowledge of social and diversity issues; and client/family/community education and professional responsibilities. Legal and ethical and practice issues relating to general human services and addictions work are emphasized. The Human Services program requires students to integrate knowledge and practice skills through community and college service work, and professionally supervised internships in a wide variety of human service agencies and programs. The Human Services program is a Single Source Provider for the Florida Certification Board. Students can use coursework to meet virtually all of their educational requirements for certification as associate level addictions professionals. The internship hours count as work experience if the assignments are completed in an agency that serves clients with addictions. Codes of Ethics, including that of the Board and the professional organizations for Human Services are a guiding principle to the program, its students, and faculty. Students have a unique opportunity to practice professional responsibilities through the Human Services Program, its Club, and the regional and national organizations for Human Services.

Additional Admission Requirements

- Basic Cardiac Life Support for Health Care Provider and AED through American Heart Association or American Red Cross.

Note: It is extremely important that students take coursework in a specific order. For that reason, new students need to schedule an interview with the assistant chair. Orientation is mandatory.

Please Note: This program is eligible for federal and state financial aid.

General Education Courses		Sem hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1st Semester		
MAT 1033*	Intermediate Algebra	4	ENC 1101	College Composition	3
CLP 2001#	Psychology of Adjustment OR	-	CLP 2001	Psychology of Adjustment OR	-
PSY 1012	General Psychology	3	PSY 1012	General Psychology	3
DEP 2004#	Developmental Psychology	3	HUS 1001	Introduction to Human Services	3
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	PCO 2202	Counseling Techniques	3

AML 2023	Contemporary American Literature			Elective	3	
AML 2052	Modern American Literature		2 nd Semester			Sem. hrs.
AML 2600	Introduction to African American Literature			Humanities, Cultural & Aesthetic Core	3	
ARH 1000	Art Appreciation		HUS 1332	Advanced Counseling/Interview Skills	3	
ENL 2931	Selected Topics in Shakespeare		HUS 1850	Human Services Externship I	4	
HUM 2210	Humanities I		PPE 2001	Survey of Personality	3	
HUM 2230	Humanities II		PSB 2442	Addictions I – Psychology of Addictions	3	
LIT 2110	Masterpieces of World Literature I		Summer Semester			Sem. hrs.
LIT 2120	Masterpieces of World Literature II		HUS 2801/ 2801L	Human Services Practicum and Lab	6	
LIT 2602	Literature of the Sea		Second Year			
MUH 2051	Introduction to the Music of the World’s Peoples		3 rd Semester			Sem. hrs.
MUL 1010	Music Appreciation		MAT 1033	Intermediate Algebra	4	
MUL 2380	Popular Music in America		DEP 2004	Developmental Psychology	3	
THE 1000	Dramatic Appreciation		SOP 2772	Psychology of Human Sexuality	3	
*MAT 1033 fulfills general education requirements for AAS degree programs only.			HUS 2200	Group Dynamics	3	
≠ Course requires a pre or corequisite. See course description in the current college catalog.			HUS 2424	Addictions and Treatment	3	
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			HUS 2851/ 2851L	Human Services Externship II and Lab	4	
Program Specific Courses		Sem hrs.	4 th Semester			Sem. hrs.
CLP 2140	Abnormal Psychology	3	SPC 2600	Oral Communication/Research/ Presentation Skills	3	
HUS 1001	Introduction to Human Services	3	CLP 2140	Abnormal Psychology	3	
HUS 1332	Advanced Counseling/Interview Skills	3	HUS 2441	Addictions, Families and Communities	3	
HUS1850/ 1850L	Human Services Externship I and Lab	4	HUS 2500	Issues and Ethics in Human Services	3	
HUS 2200	Group Dynamics	3	HUS 2852/ 2852L	Human Services Externship III and Lab	4	

HUS 2441	Addictions, Families, and Communities	3	TOTAL		73
HUS 2500	Issues and Ethics in Human Services	3		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
HUS 2442	Addictions and Treatment	3			
HUS 2801/2801L	Human Services Practicum and Lab	6			
HUS 2851/2851L	Human Services Externship II and Lab	4			
HUS 2852/2852L	Human Services Externship III and Lab	4			
PCO 2202*	Counseling Techniques	3			
PPE 2001	Survey of Personality	3			
PSB 2442	Addictions I – Psychology of Addictions	3			
SOP 2772	Psychology of Human Sexuality	3			
.....	Elective	3			
Elective – Choose From:					
CCJ 1020	Introduction to Criminal Justice	3			
CCJ 2500	Juvenile Delinquency	3			
REL 2300	World Religion	3			
*PCO 2202 meets the graduation requirement for the basic use of computers for this program.					
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Human Services (Generalist)
Associate of Applied Science Degree - Code 3513

Patti Hall-Pennell, Assistant Chair
 (386) 506-3713 • hallp@daytonastate.edu

Dr. Linda Miles, Assistant Dean
 Allied Health Department
 (386) 506-3189

Program Description

The Human Services program prepares students for employment in the fields of human services. Human services is designed to reflect an interdisciplinary focus, including the fields of psychology, mental health, addictions, social work, sociology and health care. The interdisciplinary approach is key to the development of skills related to an array of helping services in public, non-profit or private agencies. Some jobs may be social service related, others may be behavioral (or mental health), child and family, or addictions. Helping skills included in what organizations are calling the "Professional Practice Dimensions" areas include: Interviewing, screening, and assessment; treatment planning, counseling and intervention techniques, knowledge of adaptive and maladaptive behavior patterns and various treatment referrals; communication and documentation skills; knowledge of social and diversity issue; and client/family/community education and professional responsibilities. Legal and ethical and practice issues relating to general human services work are emphasized. The Human Services program requires students to integrate knowledge and practice skills through community and college service work, and professionally supervised internships in a wide variety of human service agencies and programs. The Human Services program is a Single Source Provider for the Florida Certification Board. Students can use coursework to meet virtually all of their educational requirements for certification as associate level professionals in behavioral health. The internship hours count as work experience if the assignments are completed in an agency that serves clients with identified needs. Codes of Ethics, including that of the Board and the professional organizations for Human Services are a guiding principle to the program, its students, and faculty. Students have a unique opportunity to practice professional responsibilities through the Human Services Program, its Club, and the regional and national organizations for Human Services.

Note: It is extremely important that students take course work in a specific order. For that reason, new students need to schedule an interview with the assistant chair. Orientation is mandatory.

Please Note: This program is eligible for federal and state financial aid.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	First Year		
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1st Semester		
MAT 1033*	Intermediate Algebra	4	ENC 1101	College Composition	3
CLP 2001#	Psychology of Adjustment OR	-	CLP 2001	Psychology of Adjustment OR	-
PSY 1012	General Psychology	3	PSY 1012	General Psychology	3
DEP 2004#	Developmental Psychology	3	HUS 1001	Introduction to Human Services	3
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	PCO 2202	Counseling Techniques	3
AML 2023	Contemporary American Literature		HUS 2933	Human Services Seminar	1
AML 2052	Modern American Literature		2nd Semester		
					Sem. hrs.

AML 2600	Introduction to African American Literature			Humanities, Cultural & Aesthetic Core	3
ARH 1000	Art Appreciation		HUS 1332	Advanced Counseling/Interview Skills	3
ENL 2931	Selected Topics in Shakespeare		HUS 1850/1850L	Human Services Externship I and Lab	4
HUM 2210	Humanities I		PPE 2001	Survey of Personality	3
HUM 2230	Humanities II		PSB 2442	Addictions I – Psychology of Addictions	3
LIT 2110	Masterpieces of World Literature I		Summer Semester		Sem. hrs.
LIT 2120	Masterpieces of World Literature II		HUS 2801/2801L	Human Services Practicum and Lab	6
LIT 2602	Literature of the Sea		Second Year		
MUH 2051	Introduction to the Music of the World's Peoples		1 st Semester		Sem. hrs.
MUL 1010	Music Appreciation		MAT 1033	Intermediate Algebra	4
MUL 2380	Popular Music in America		DEP 2004	Developmental Psychology	3
THE 1000	Dramatic Appreciation		HUS 2200	Group Dynamics	3
*MAT 1033 fulfills general education requirements for AAS degree programs only.			HUS 2851/2851L	Human Services Externship II and Lab	4
≠ Course requires a pre or corequisite. See course description in the current college catalog.				Elective	3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			2 nd Semester		Sem. hrs.
Program Specific Courses		Sem. hrs.	SPC 2600	Oral Communication/Research/Presentation Skills	3
CLP 2140	Abnormal Psychology	3	CLP 2140	Abnormal Psychology	3
HUS 1001	Introduction to Human Services	3	HUS 2500	Issues and Ethics in Human Services	3
HUS 1332	Advanced Counseling/Interview Skills	3	HUS 2852/2852L	Human Services Externship III and Lab	4
HUS 1850/1850L	Human Services Externship I and Lab	4	TOTAL		65
HUS 2200	Group Dynamics	3		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
HUS 2500	Issues and Ethics in Human Services	3			
HUS 2801/	Human Services Practicum and Lab	6			

2801L					
HUS 2851/2851L	Human Services Externship II and Lab	4			
HUS 2852/2852L	Human Services Externship III and Lab	4			
HUS 2933	Human Services Seminar	1			
PCO 2202*	Counseling Techniques	3			
PPE 2001	Survey of Personality	3			
PSB 2442	Addictions I – Psychology of Addictions	3			
	Elective	3			
Elective – Choose From:		3			
CCJ 1020	Introduction to Criminal Justice	3			
CCJ 2500	Juvenile Delinquency	3			
REL 2300	World Religion	3			
SOP 2772	Psychology of Human Sexuality	3			
<i>*PCO 2202 meets the graduation requirement for the basic use of computers for this program.</i>					
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Occupational Therapy Assistant
Associate of Applied Science Degree - Code 3518
(Limited Access Program)

Mary Craig-Oatley, Assistant Chair
(386) 506-3624 • craigom@daytonastate.edu

Dr. Linda Miles, Assistant Dean
Allied Health Department
(386) 506-3189

Program Description

The program trains and qualifies graduates to work in occupational therapy. Occupational therapy is a health and rehabilitation profession that provides services to individuals who are physically, psychologically or developmentally disabled. Occupational therapy strives to help patients achieve a maximum level of independent living by developing the capacities that remain after disease, accident or deformity. Job title: Occupational Therapy Assistant. The Occupational Therapy Assistant program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, P.O. Box 31220, Bethesda, MD 20824-1220. AOTA's phone number is (301) 652-AOTA and Web address is <http://www.aota.org/>. Graduates of the program will be able to sit for the national certification examination for the occupational therapy assistant administered by the National Board for Certification in Occupational Therapy, Inc. (NBCOT). (Their phone number is 301-990-7979 or <http://www.nbcot.org/>.) After successful completion of this exam, the individual will be a Certified Occupational Therapy Assistant (COTA). Most states require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT Certification Examination.

Note: *The requirement that all OTA students complete Level II Fieldwork within 18 months following completion of academic preparation must be published.*

Please Note: *This program is eligible for federal and state financial aid.*

A felony conviction may affect a graduate's ability to sit for the NBCOT certification examination or attain state licensure.

Additional Admission Requirements

- Program Prerequisites (courses must be completed with a grade of "C" or better): BSC 1085/1085L (Human Anatomy & Physiology I and Lab), ENC 1101 (College Composition I), PSY 1012 (General Psychology), and HSC 1000 (Introduction to Health Care). All math requirements prior to MAT1033 should be completed before entering into the program.
- Complete 10 hours observation with a licensed occupational therapist or C.O.T.A. (Certified Occupational Therapist Assistant). (a listing of available sites and appropriate documentation form can be obtained from the Allied Health Department on the Daytona Beach Campus in Building 320, Room 552.)
- Submit completed application to the Allied Health Department.
- Applications are accepted anytime during the year.
- Selection is made once per year based on the date of the Allied Health Department application.
- Florida Department of Law Enforcement (FDLE) Background check must be completed prior to the first day of class. Final program acceptance contingent upon satisfactory results of the FDLE screening.
- Basic Cardiac Life Support for Health Care Provider and AED through American Heart Association or American Red Cross.
- A pre-admission consultation with the assistant chair is recommended.

Approximate Additional Costs

- Lab Fees (Including liability insurance) - \$35 per semester
- Textbooks - \$800
- Licensure Fees - \$650
- FDLE Background Screening - \$23

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	Prerequisite Courses		Sem. hrs.
MAT 1033*	Intermediate Algebra	4	ENC 1101	College Composition	3
BSC 1086/ 1086L#	Human Anatomy and Physiology II and Lab	4	BSC 1085/ 1085L#	Human Anatomy and Physiology I and Lab	4
PSY 1012 #	General Psychology	3	HSC 1000	Introduction to Health Care	3
#	Humanities, Cultural & Aesthetic Core- CHOOSE FROM:	3	PSY 1012#	General Psychology	3
AML 2023	Contemporary American Literature		First Year		
AML 2052	Modern American Literature		1st Semester (Fall)		Sem. hrs.
AML 2600	Introduction to African American Literature		BSC 1086/ 1086L	Human Anatomy and Physiology II and Lab	4
ARH 1000	Art Appreciation		OTH 1001	Introduction to Occupational Therapy	3
ENL 2931	Selected Topics in Shakespeare		OTH 1003	Human Occupation Across the Lifespan	3
HUM 2210	Humanities I		OTH 1114/ 1114L	Occupational Therapy Skills and Techniques I and Lab	2
HUM 2230	Humanities II		OTH 2410	Conditions in Occupational Therapy	3
LIT 2110	Masterpieces of World Literature I		2nd Semester (Spring)		Sem. hrs.
LIT 2120	Masterpieces of World Literature II		MAT 1033	Intermediate Algebra	4
LIT 2602	Literature of the Sea		OTH 1006/ 1006L	Occupational Therapy Documentation and Lab	2
MUH 2051	Introduction to the Music of the World's Peoples		OTH 1014/ 1014L	Analysis of Human Movement and Lab	3
MUL 1010	Music Appreciation		OTH 1800	Occupational Therapy Practicum I	1
MUL 2380	Popular Music in America		OTH 2300	Psychosocial Occupational Therapy	4
THE 1000	Dramatic Appreciation		OTH 2261/ 2261L	Occupational Therapy Skills and Techniques II and Lab	2
#Course requires a pre or corequisite. See course description in the current college catalog.			Second Year		
*MAT 1033 fulfills general education requirements for AAS degree programs only.			1st Semester (Fall)		Sem. hrs.
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			OTH 2264/ 2264L	Occupational Therapy Skills and Techniques III and Lab	3

Program Specific Courses		Sem. hrs.	OTH 2520/ 2520L	Developmental Issues and Lab	3
OTH 1001	Introduction to Occupational Therapy	3	OTH 2420/ 2420L	Occupational Therapy for Physical Dysfunction and Lab	4
OTH 1003	Human Occupation Across the Lifespan	3	OTH 1802	Occupational Therapy Practicum II	2
OTH 1006/ 1006L	Occupational Therapy Documentation and Lab	2	2 nd Semester (Spring)		Sem. hrs.
OTH 1114/ 1114L	Occupational Therapy Skills and Techniques I and Lab	2	.	Humanities, Cultural & Aesthetic Core	3
OTH 1014/ 1014L	Analysis of Human Movement and Lab	3	OTH 2840	O.T. Supervised Clinical Practice I	5
OTH 1800	Occupational Therapy Practicum I	1	OTH 2841	O.T. Supervised Clinical Practice II	5
OTH 1802	Occupational Therapy Practicum II	2	OTH 2933	O.T. Seminar for Clinical Practice	1
OTH 2261/ 2261L	Occupational Therapy Skills and Techniques II and Lab	2	TOTAL		70
OTH 2264/ 2264L	Occupational Therapy Skills and Techniques III and Lab	3		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
OTH 2300	Psychosocial Occupational Therapy	4			
OTH 2410*	Conditions in Occupational Therapy	3			
OTH 2420/ 2420L	Occupational Therapy for Physical Dysfunction and Lab	4			
OTH 2520/ 2520L	Developmental Issues and Lab	3			
OTH 2840	O.T. Supervised Clinical Practice I	5			
OTH 2841	O.T. Supervised Clinical Practice II	5			
OTH 2933	O.T. Seminar for Clinical Practice	1			
*OTH 2410 meets the graduation requirement for Oral Communications and the basic use of computers for this program.					
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Physical Therapist Assistant
Associate of Applied Science Degree - Code 3524
(Limited Access Program)

Dr. Robert Wagner, Assistant Chair
 (386) 506-3752 • wagnerro@daytonastate.edu

Dr. Linda Miles, Assistant Dean
 Allied Health Department (386) 506-3189

Program Description

The program prepares graduates to work in physical therapy. Physical Therapy is a health and rehabilitation profession that provides services to individuals of all ages with physical dysfunction including those suffering from strokes, heart disease, arthritis, diabetes, serious burns, neurological and orthopedic disorders. The profession tailors the rehabilitation process individually for each patient and through evaluation and treatment, seeks to restore or improve impaired functions. Physical therapy strives to help patients attain a maximum level of independent living by developing the capacities that remain after disease, accident or deformity. Job title: Physical Therapist Assistant. The Physical Therapist Assistant program is accredited by the Commission on Accreditation in Physical Therapy Education. Graduates, upon completion of the program, apply for state licensure.

Please Note: This program is accredited by the Commission on the Accreditation of Physical Therapy Education (CAPTE) – 1111 N. Fairfax Street, Alexandria, VA 22314. (703) 706-3245

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

- Lab Fees (including liability insurance)- average \$22.50 per semester
- Textbooks - \$700
- Uniforms - \$100
- Laboratory Supplies - \$25
- Licensure Fees - \$850
- FDLE Background Screening \$23

Additional Admission Requirements

- Program Prerequisite (courses must be completed with a grade of “C” or better): BSC1085/1085L (Human Anatomy & Physiology I and Lab), ENC 1101 (College Composition I), PHT 1006 (Introduction to Physical Therapy), and MAT 1033 (Intermediate Algebra).
- Cumulative grade point average of 2.5 or better.
- Complete a minimum of 20 hours of observation with a licensed Physical Therapist or P.T.A. (Physical Therapist Assistant) evenly distributed between 3 different types of physical therapy settings – outpatient, inpatient, and long-term care.
- Submit the completed application to the Allied Health Department.
- Program starts annually in January; applications are only submitted during the month of September.
- Student selection will be based on a point system.
- Attendance at a program information session. Dates will be announced.
- Florida Department of Law Enforcement (FDLE) background check must be completed prior to the first day of class. Final program acceptance contingent upon satisfactory results of the FDLE screening.
- Basic Cardiac Life Support (BLS) certification for health care providers to include adults, infants, children, and AED affiliated with the American Heart Association or American Red Cross.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	Prerequisite Courses**		Sem. hrs.
MAT 1033*	Intermediate Algebra	4	ENC 1101	College Composition	3
BSC 1086/1086L#	Human Anatomy and Physiology II and Lab	4	MAT 1033	Intermediate Algebra	4

PSY 1012#	General Psychology	3	BSC 1085/1085L	Human Anatomy and Physiology I and Lab	4
#	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	PHT 1006	Introduction to Physical Therapy	3
AML 2023	Contemporary American Literature		**Students are required to complete the prerequisite courses prior to entering the Physical Therapist Assistant program.		
AML 2052	Modern American Literature		First Year		
AML 2600	Introduction to African American Literature		1st Semester (Professional Phase - Spring)		Sem. hrs.
ARH 1000	Art Appreciation				
ENL 2931	Selected Topics in Shakespeare		BSC 1086	Human Anatomy and Physiology II and Lab	4
HUM 2210	Humanities I		PHT 1128	Kinesiology for PTA I	4
HUM 2230	Humanities II		PHT 1251	Patient Care Skills	2
LIT 2110	Masterpieces of World Literature I		PHT 1251L	Patient Care Skills Lab	2
LIT 2120	Masterpieces of World Literature II		PHT 2220	Therapeutic Exercise I	3
LIT 2602	Literature of the Sea		PHT 2220L	Therapeutic Exercise I Lab	2
MUH 2051	Introduction to the Music of the World's Peoples		2nd Semester (Summer)		Sem. hrs.
MUL 2380	Popular Music in America		PSY 1012	General Psychology	3
MUL 1010	Music Appreciation		PHT 2211	Modalities I	2
THE 1000	Dramatic Appreciation		PHT 2211L	Modalities I Lab	1
<i>*MAT 1033 fulfills general education requirements for AAS degree programs only.</i>			PHT 2221	Therapeutic Exercise II	4
			PHT 2221L	Therapeutic Exercise II Lab	2
<i>≠ Course requires a pre or corequisite. See course description in the current college catalog.</i>			PHT 2129**	Kinesiology for PTA II	2
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			Second Year		
Program Specific Courses		Sem. hrs.	1st Semester (Fall)		Sem. hrs.
PHT 1006*	Introduction to Physical Therapy	3	PHT 2804	PTA Clinical Practicum I	2
PHT 1128	Kinesiology for PTA I	4	PHT 1300	Pathology for PTA	4
PHT 1251	Patient Care Skills	2	PHT 2212	Modalities II	1
PHT 1251L	Patient Care Skills Lab	2	PHT 2212L	Modalities II Lab	1
PHT 1300	Pathology for PTA	4	PHT 2235	Therapeutic Exercise III	4
PHT 2129**	Kinesiology for PTA II	2	PHT 2235L	Therapeutic Exercise III Lab	2
PHT 2140	Rehabilitation Skills for PTA	3	2nd Semester (Spring)		Sem. hrs.

PHT 2140L	Rehabilitation Skills Lab	1	.	Humanities, Cultural & Aesthetic Core	3
PHT 2211	Modalities I	2	PHT 2140	Rehabilitation Skills for PTA	3
PHT 2211L	Modalities I Lab	1	PHT 2140L	Rehabilitation Skills Lab	1
PHT 2212	Modalities II	1	PHT 2810	PTA Clinical Practicum II	2
PHT 2212L	Modalities II Lab	1	PHT 2820	PTA Clinical Practicum III	3
PHT 2220	Therapeutic Exercise I	3	PHT 2931	PTA Seminar	3
PHT 2220L	Therapeutic Exercise I Lab	2	TOTAL		74
PHT 2221	Therapeutic Exercise II	4		<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
PHT 2221L	Therapeutic Exercise II Lab	2			
PHT 2235	Therapeutic Exercise III	4	<i>**Pending assigned course number.</i>		
PHT 2235L	Therapeutic Exercise III Lab	2			
PHT 2804	PTA Clinical Practicum I	2			
PHT 2810	PTA Clinical Practicum II	2			
PHT 2820	PTA Clinical Practicum III	3			
PHT 2931	PTA Seminar	3			
<i>*PHT 1006 meets the graduation requirement for the basic use of computers and Oral Communications for this program.</i>					
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Respiratory Care
Associate of Applied Science Degree - Code 3525
(Limited Access Program)

Michael McCumber, Assistant Chair
(386) 506-3759 • mccumbm@daytonastate.edu

Dr. Linda Miles, Assistant Dean
Allied Health Department
(386) 506-3189 • milesl@daytonastate.edu

Program Description

The program trains students to use special equipment to treat patients who need temporary or emergency respiratory assistance. Students learn to administer medical gases, humidity and aerosol therapy, use positive pressure breathing machines, perform pulmonary drainage and clearance procedures, perform pulmonary rehabilitation and respiratory home care procedures, long term continuous mechanical ventilation and special therapeutic procedures. The program is accredited by the Committee for the Accreditation of Allied Health Education Programs (CAAHEP), Committee on Accreditation for Respiratory Care (CoARC)

Graduates are eligible to take the entry-level Certified Respiratory Therapist (CRT) and advanced practitioner Registered Respiratory Therapist (RRT) examinations, of the National Board for Respiratory Care (NBRC) and are eligible for licensure in the state of Florida.

The Respiratory Care Program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Committee on Accreditation for Respiratory Care (CoARC). Information may be obtained from CAAHEP, 1361 Park Street, Clearwater, FL 33756; (727) 210-2350 and CoARC, 1248 Harwood Road, Bedford, Texas 76021-4244; (817) 283-2835.

Please Note: This program is eligible for federal and state financial aid.

Approximate Additional Costs

- Lab Fees – Refer to individual RET course descriptions
- Uniforms – \$150
- Stethoscope/Scissors – \$50
- Textbooks – approx. \$800
- FDLE Background screening - \$23

Additional Admission Requirements

- Applicants must achieve minimum scores on the College Level Placement Test (CPT).
- Program Prerequisites (courses must be completed with a grade of “C” or better): BSC 1085/1085L (Human Anatomy and Physiology I and Lab) and ENC 1101 (College Composition I).
- Basic Cardiac Life Support for Health Care Provider and AED through American Heart Association or American Red Cross.
- Submit completed application to the Allied Health Department.
- Applications are accepted anytime during the year.
- Selection is made once per year based on the date of the Allied Health Department application. **This is based on first come, first served.**
- Florida Department of Law Enforcement (FDLE) Background check must be completed prior to the first day of class. Final program acceptance is contingent upon satisfactory results of the FDLE screening.
- A pre-admission consultation with the assistant chair is recommended.

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	Prerequisite Courses		Sem. hrs.
MAT 1033*	Intermediate Algebra	4	ENC 1101	College Composition	3
BSC 1086/1086L#	Human Anatomy and Physiology II and Lab	4	BSC 1085/1085L#	Human Anatomy and Physiology I and Lab	4
CLP 2001#	Psychology of Adjustment OR	-	First Year		
PSY 1012	General Psychology	3	1st Semester (Fall)		Sem. hrs.
CHM 1025*#	Introduction to	-	BSC 1086/	Human Anatomy and Physiology II and Lab	4

	Chemistry OR		1086L		
MCB1010/ 1010L* ≠	Microbiology	4	RET 1024/ 1024L	Introduction to Respiratory Care and Lab	2
≠	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	RET 1026/ 1026L	Fundamentals of Respiratory Care I and Lab	4
AML 2023	Contemporary American Literature		RET 1485	Cardiopulmonary Anatomy and Physiology	3
AML 2052	Modern American Literature		RET 2483/ 2483L	Patient Assessment and Interaction and Lab	2
AML 2600	Introduction to African American Literature		2nd Semester (Spring)		Sem. hrs.
ARH 1000	Art Appreciation				
ENL 2931	Selected Topics in Shakespeare		CLP 2001	Psychology of Adjustment OR	-
HUM 2210	Humanities I		PSY 1012	General Psychology	3
HUM 2230	Humanities II		RET 1264/ 1264L	Fundamentals of Respiratory Care II and Lab	4
LIT 2110	Masterpieces of World Literature I		RET1265	Mechanical Ventilation	4
LIT 2120	Masterpieces of World Literature II		RET 1293	Cardiopulmonary Medicine	3
LIT 2602	Literature of the Sea		RET 1832	Clinical Respiratory Care I	4
MUH 2051	Introduction to the Music of the World's Peoples		Summer Semester (10 Weeks)		Sem. hrs.
MUL 1010	Music Appreciation		RET 1414	Cardiopulmonary Diagnostics	3
MUL 2380	Popular Music in America		RET 1534	Special Topics in Respiratory Care I	3
THE 1000	Dramatic Appreciation		RET 1833	Clinical Respiratory Care II	2
<i>*MAT 1033 and MCB 1010 fulfills general education requirements for AAS degree programs only.</i>			Second Year		
<i>≠ Course requires a pre or corequisite. See course description in the current college catalog.</i>			1st Semester (Fall)		Sem. hrs.
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			MAT 1033	Intermediate Algebra	4
Program Specific Courses		Sem. hrs.	RET 2280	Fundamentals of Respiratory Care III	3
			RET 2714	Special Topics in Respiratory Care II	3
RET 1024/ 1024L	Introduction to Respiratory Care and Lab	2	RET 2876	Clinical Respiratory Care III	4
RET 1026/ 1026L	Fundamentals of Respiratory Care I and Lab	4	2nd Semester (Spring)		Sem. hrs.
RET 1264/ 1264L	Fundamentals of Respiratory Care II and Lab	4			
RET1265	Mechanical Ventilation	4		Humanities, Cultural & Aesthetic Core	3
RET 1293	Cardiopulmonary Medicine	3	CHM1025*	Introduction to Chemistry OR	-

RET 1414	Cardiopulmonary Diagnostics	3	MCB1010/1010L*	Microbiology and Lab	4
RET 1485	Cardiopulmonary Anatomy and Physiology	3	RET 2877	Clinical Respiratory Care IV	4
RET 1534	Special Topics in Respiratory Care I	3	RET 2934	Respiratory Care Seminar	3
RET 1832	Clinical Respiratory Care I	4	TOTAL		76
RET 1833	Clinical Respiratory Care II	2		<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
RET 2280	Fundamentals of Respiratory Care III	3			
RET 2483/2483L	Patient Assessment and Interaction and Lab	2			
RET 2714	Special Topics in Respiratory Care II	3			
RET 2876	Clinical Respiratory Care III	4			
RET 2877	Clinical Respiratory Care IV	4			
RET 2934	Respiratory Care Seminar	3			
<i>*Suggest counseling from Assistant Chair.</i>					
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Sign Language Interpretation
Associate of Applied Science Degree - Code 3526

Charles Barber, Assistant Chair
(TTY)(386) 506-3700 • barberc@daytonastate.edu
(386) 506-3208 (voice)

Dr. Linda Miles, Assistant Dean
Allied Health Department
(386) 506-3189

Program Description

The program provides a foundation in American Sign Language (ASL) and related components. Along with an orientation to the cultural and psychosocial aspects of deafness, students are educated in the anatomy and physiology of the auditory and vocal mechanism, the etiologies of deafness and the related educational and rehabilitation implications. Legal and ethical considerations and employability skills are also included.

Please Note: This program is eligible for federal and state financial aid.

Additional Admission Requirements

- Successfully complete with a grade of "C" or better: ASL 2140/2140L (American Sign Language I & Lab), ASL 2150/2150L (American Sign Language II & Lab)

General Education Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	Prerequisite Courses		Sem. hrs.
SPC 2600 [≠]	Oral Communication/Research/Presentation Skills	3	ASL 2140	American Sign Language I	3
MAT 1033*	Intermediate Algebra	4	ASL 2140L	American Sign Language I Lab	1
CLP 2001	Psychology of Adjustment	3	ASL 2150	American Sign Language II	3
CGS 2100*	Microcomputer Applications	3	ASL 2150L	American Sign Language II Lab	1
	Humanities, Cultural & Aesthetic Core- CHOOSE ONE:	3	First Year		
AML 2023	Contemporary American Literature		1st Semester (Fall)		Sem. hrs.
AML 2052	Modern American Literature		ENC 1101	College Composition	3
AML 2600	Introduction to African American Literature		ASL 2160	American Sign Language III	3
ARH 1000	Art Appreciation		ASL 2160L	American Sign Language III Lab	1
ENL 2931	Selected Topics in Shakespeare		INT 1000	Introduction to Interpreting	3
HUM 2210	Humanities I		INT 1131	Ethics & Application of Interpreting	3
HUM 2230	Humanities II		2nd Semester (Spring)		Sem. hrs.
LIT 2110	Masterpieces of World Literature I		MAT 1033	Intermediate Algebra	4
LIT 2120	Masterpieces of World Literature II		CLP 2001	Psychology of Adjustment	3
LIT 2602	Literature of the Sea		ASL 2200	American Sign Language IV	3
MUH 2051	Introduction to the Music of the World's Peoples		ASL 2200L	American Sign Language IV Lab	1
MUL 1010	Music Appreciation		INT 1400	Educational Interpreting	3

MUL 2380	Popular Music in America		Summer Semester		Sem. hrs.
THE 1000	Dramatic Appreciation				
*MAT 1033 and CGS 2100 fulfills general education requirements for AAS degree programs only.			ASL 2000	Orientation to Deafness	3
≠Course requires a pre or corequisite. See course description in the current college catalog.			ASL 1430	Fingerspelling	2
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			INT 2230	Beginning Receptive Voicing	3
Program Specific Courses		Sem. hrs.	INT 2240	Receptive Signing	3
ASL 1430	Fingerspelling	2	Second Year		
ASL 2160	American Sign Language III	3	1st Semester (Fall)		Sem. hrs.
ASL 2160L	American Sign Language III Lab	1	SPC 2600	Oral Communication/Research/Presentation	3
ASL 2000	Orientation to Deafness	3	CGS 2100	Microcomputer Applications	3
ASL 2200	American Sign Language IV	3	INT 2231	Receptive Voicing	3
ASL 2200L	American Sign Language IV Lab	1	INT 2421	Advanced Receptive Signing	3
INT 1000	Introduction to Interpreting	3	2nd Semester (Spring)		Sem. hrs.
INT 1131	Ethics and Application of Interpreting	3		Humanities, Cultural & Aesthetic Core	3
INT 1210	Introduction to Transliterating	3	INT 1210	Introduction to Transliterating	3
INT 1400	Educational Interpreting	3	INT 1941	Externship Practicum I	3
INT 1941	Externship Practicum I	3	INT 2232	Advanced Receptive Voicing	3
INT 2230	Beginning Receptive Voicing	3	SPA 1001	Linguistics & Communication Disorders	2
INT 2231	Receptive Voicing	3	TOTAL		72
INT 2232	Advanced Receptive Voicing	3		Note: Sequence of courses may vary. Check course descriptions for requisite requirements	
INT 2240	Receptive Signing	3			
INT 2421	Advanced Receptive Signing	3			
SPA 1001	Linguistics and Communication Disorders	2			
		Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .			
				CC2008-09	

**Accounting Applications/Computerized
College Credit Certificate - Code 0943**

Kim Titus, Assistant Chair
(386) 506-3012 • titusk@daytonastate.edu

International School of Business
(386) 506-3012

Program Description

The program provides a solid foundation in theory and practice needed to work in the field of accounting. Credits earned in this certificate may be applied toward the AAS or AS degree in Accounting Technology.

Please Note: This program is eligible for federal financial aid and state bright futures.

Program Specific Courses		Sem. hrs.	Sample Program of Study		
ACG 2022	Principles of Financial Accounting	4	1 st Semester		Sem. hrs.
APA 1111	Computerized Accounting/Bookkeeping I	4	OST 1330	Business English	3
APA 1121	Computerized Accounting/Bookkeeping II	4	QMB 1001	Business Math	3
APA 1711	Computer Spreadsheet	3	APA 1111	Computerized Accounting/Bookkeeping I	4
FIN 1100	Personal Financial Planning	3	APA 1711	Computer Spreadsheet	3
OST 1330	Business English	3	2 nd Semester		Sem. hrs.
OST 2336	Business Communications	3			
QMB 1001	Business Math	3	ACG 2022	Principles of Financial Accounting	4
			APA 1121	Computerized Accounting/Bookkeeping II	4
			FIN 1100	Personal Financial Planning	3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			OST 2336	Business Communications	3
			TOTAL		27
				Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

**AutoCAD Foundations (Architectural)
College Credit Certificate – Code 0927**

Roger Rowan, Chair
(386) 506-4171 • rowanr@daytonastate.edu

Stanley Sidor, Dean
(386) 506-3612 • sidors@daytonastate.edu

Program Description

The program provides a foundation in the use of AutoCAD for architecture and construction. The certificate includes instruction in architectural drawing and the use of AutoCAD software for 2D drafting and 3D modeling. Additional courses include architectural detailing, and Architectural Desktop.

Please Note: The length of this program makes it ineligible for federal and state financial aid.

Program Specific Courses*		Sem. hrs.	Sample Program of Study		
BCN 1251/1251L	Architectural Drawing I and Lab	3	1st Semester		Sem. hrs.
BCN 2257/2257L	Architectural Detailing and Lab	3	BCN 1251/1251L	Architectural Drawing I and Lab	3
ETD 2320/2320L	Computer Aided Drafting I (AutoCAD) and Lab	3	ETD 2320/2320L	Computer Aided Drafting I (AutoCAD) and Lab	3
ETD 2340/2340L	Computer Aided Drafting II (AutoCAD) and Lab	3	2nd Semester		Sem. hrs.
ETD 2395/2395L	Architectural CAD (Architectural Desktop) and Lab	3	BCN 2257/2257L	Architectural Detailing and Lab	3
			ETD 2340/2340L	Computer Aided Drafting II (AutoCAD) and Lab	3
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math or reading course depending upon College Placement Test scores.</i>			ETD 2395/2395L	Architectural CAD (Architectural Desktop) and Lab	3
			TOTAL		15
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
*Select courses count towards either the AAS degree in Architectural and Building Technology, Drafting and Design Technology (CAD), Manufacturing Technology, or Interior Design Technology (AS & AAS).				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
				CC2008-09Rev. 7/08	

**AutoCAD Foundations (Engineering)
College Credit Certificate – Code 0928**

Roger Rowan, Chair
(386) 506-4171 • rowanr@daytonastate.edu

Stanley Sidor, Dean
(386) 506-3612 • sidors@daytonastate.edu

Program Description

The program provides a foundation in the use of AutoCAD for engineering, manufacturing and related industries. The certificate includes instruction in engineering drawing and the use of AutoCAD software for 2D drafting and 3D modeling. Additional instruction is also provided in 3D solid modeling.

Please Note: The length of this program makes it ineligible for federal and state financial aid.

Program Specific Courses*		Sem. hrs.	Sample Program of Study		
EGS 1110/1110L	Engineering Drawing and Lab	3	1st Semester		Sem. hrs.
ETD 2320/2320L	Computer Aided Drafting I (AutoCAD) and Lab	3	EGS 1110/1110L	Engineering Drawing and Lab	3
ETD 2340/2340L	Computer Aided Drafting II (AutoCAD) and Lab	3	ETD 2320/2320L	Computer Aided Drafting I (AutoCAD) and Lab	3
ETD 2350/2350L	Computer Aided Design Applications (AutoCAD) and Lab	3	2nd Semester		Sem. hrs.
ETD2355/2355L	Inventor Solid Modeling and Lab OR	-	ETD 2340/2340L	Computer Aided Drafting II (AutoCAD) and Lab	3
ETD 2364/2364L	SolidWorks Solid Modeling and Lab	3	ETD 2350/2350L	Computer Aided Design Applications (AutoCAD) and Lab	3
			ETD2355/2355L	Inventor Solid Modeling and Lab OR	-
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math or reading course depending upon College Placement Test scores.</i>			ETD 2364/2364L	SolidWorks Solid Modeling and Lab	3
			TOTAL		15
			Note: Sequence of courses may vary. Check course descriptions for requisite requirements.		
* Select courses count towards either the AAS degree in Architectural and Building Technology, Drafting and Design Technology (CAD), Manufacturing Technology, or Interior Design Technology (AS & AAS).			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.		
			CC2008-09Rev. 7/08		

Business Management
College Credit Certificate – Code 0916

Evelyn Delaney, Assistant Chair
(386) 785-2004 • delanee@daytonastate.edu

International School of Business
(386) 506-3012

Program Description

The college credit certificate program is designed to provide individuals with the skills and knowledge necessary to start, operate, and/or improve their own small business. Classes will be scheduled to accommodate the needs of individuals already working in the business world.

Please Note: This program is eligible for federal financial aid and state bright futures.

Program Specific Courses		Sem. hrs.	Sample Program of Study		
APA 1111	Computerized Accounting/Bookkeeping I	4	1st Semester		
APA 1711	Computer Spreadsheet	3	APA 1111	Computerized Accounting/Bookkeeping I	4
GEB 2949	Cooperative Education Experience in Business	2	GEB 1011	Introduction to Business	3
GEB 1011	Introduction to Business	3	MAN 2021	Principles of Management	3
MAN 2021	Principles of Management	3	QMB 1001	Business Math	3
MAR 2011	Principles of Global Marketing	3	2nd Semester		
QMB 1001	Business Math	3	APA 1711	Computer Spreadsheet	3
SBM 2000	Small Business Management	3	GEB 2949	Cooperative Education Experience in Business	2
			MAR 2011	Principles of Global Marketing	3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			SBM 2000	Small Business Management	3
			TOTAL		24
				Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Cable Installation
College Credit Certificate- Code 0921

Larry Pivec, Assistant Chair
 (386) 506-4134 • pivecl@daytonastate.edu

Anindya Paul, Chairperson
 (386) 506-3324 • paula@daytonastate.edu
<http://go.dbc.edu/computerscience>

Program Description

The certificate program provides students with the knowledge and skills necessary to install, and test cable. This program is designed to prepare students for employment as a cable installer, cable tester, cable technician, or to provide supplemental training to persons previously or currently employed in these occupations. More specifically, students will be able to use the various types of precision test equipment found in general use throughout the electronics industry for the purpose of analyzing, troubleshooting and repairing electronic circuitry.

Please Note: The length of this program makes it ineligible for federal and state financial aid.

Approximate Additional Costs

Class Materials Fees: \$20 for each program specific EET course; \$10 for CGS material fee. See course descriptions.

Program Specific Courses*		Sem. hrs.	Sample Program of Study		
CGS 1570	Introduction to Computer Applications	1	1st Semester		
EET 1141/ EET 1141L	Analog Devices and Circuits land Lab	4	CGS 1570	Introduction to Computer Applications	1
EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3	EET 1141/ EET 1141L	Analog Devices and Circuits land Lab	4
EET 2142/ EET 2142L	Analog Circuits and Basic Analog Communications and Lab	4	EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3
			2nd Semester		
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			EET 2142 EET 2142L	Analog Circuits and Basic Analog Communications and Lab	4
			TOTAL		12
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
*All of these courses count towards either the AS degree in Computer Engineering Technology, Computer Information Technology, Computer Programming and Analysis, Electronics Engineering Technology, and Networking Services Technology.				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	

Computer Engineering Technology Cisco (CCNA) College Credit Certificate - Code 0922					
Larry Pivec, Assistant Chair (386) 506-4134 • pivecl@daytonastate.edu			Anindya Paul, Chairperson (386) 506-3324 • paula@daytonastate.edu http://www.daytonastate.edu/computerscience		
Program Description					
The certificate program provides students with the knowledge and skills necessary to install, configure and maintain simple networks. Upon completion of this certificate, students may be employed as a Help-desk engineer and Field technician. This program prepares students to pass the Industry certification, Cisco Certified Network Associate (CCNA) exam. The overall benefits for preparing for such a certification is to increase the holder's professional credibility by ensuring high standards of technical expertise.					
In particular, the CCNA certification indicates knowledge of networking for the Small-Office, Home-Office (SOHO) market and the ability to work in small businesses or organizations whose networks have fewer than 100 nodes. A CCNA certified individual can do the following: Install and configure Cisco switches and routers in multi-protocol internet-works using Local Area Network (LAN) and Wide Area Network (WAN) interfaces. Provide Level 1 troubleshooting service.					
Please Note: The length of this program makes it ineligible for federal and state financial aid.					
Approximate Additional Costs Class Materials Fees: \$50 for each program specific CET course. See course descriptions.					
Program Specific Courses*		Sem. hrs.	Sample Program of Study		
CET 1600	Network Plus	4	1st Semester		Sem. hrs.
CET 2615	Advanced Cisco Router Configuration	4	CET 1600	Network Plus	4
CET 2620	Cisco Wide Area Network (WAN)	4	2nd Semester		Sem. hrs.
			CET 2615	Advanced Cisco Router Configuration	4
			CET 2620	Cisco Wide Area Network (WAN)	4
*All of these courses count towards either the AS degree in Computer Engineering Technology, Computer Information Technology, Computer Programming & Analysis, Electronics Engineering Technology, and Networking Services Technology.			TOTAL		12
			Note: Sequence of courses may vary. Check course descriptions for requisite requirements.		
			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.		

Computer Programming
College Credit Certificate - Code 0938

Jameal Adkins, Assistant Chair
(386) 506-3371 • adkinsja@daytonastate.edu

Anindya Paul, Chairperson
(386) 506-3324 • paula@daytonastate.edu
<http://faculty.daytonastate.edu/computer>

Program Description

The program provides a solid foundation in programming. Students develop skills enabling them to program C, C++, Visual Basic; as well as to design and develop software. All credits earned in this program are applicable to the AS degree in Computer Programming and Analysis. Selected courses prep for MCP, MCAD, MOS, and Sun Java certifications. *NOTE: Successful completers of CEN 2304 are eligible to take the test to become a Microsoft Certified Professional.*

Please Note: This program is eligible for federal financial aid and state bright futures.

Program Specific Courses		Sem. hrs.	Sample Program of Study		
CEN 2304	Microsoft Windows Professional	4	First Year		
COP 2001/ COP 2001L	Computer Programming II C++ and Lab	3	1st Semester		Sem. hrs.
COP 2700	Introduction to Database Management	3	COP 1000	Principles of Computer Programming	3
COP 1000	Principles of Computer Programming	3	COP 2700	Introduction to Database Management	3
COP 2010	Visual Basic Programming	3	CEN 2304	Microsoft Windows Professional	4
COP 2510	Software Design and Development I	3	EGS 1000	Professional Performance for Technicians	3
COP 2833	Web Application Development	3	2nd Semester		Sem. hrs.
COP 2800	Computer Programming "Java"	3	COP 2800	Java Programming	3
COP 2949	Cooperative Education Experience in Computer Programming	2	COP 2833	Web Application Development-Action Scripting	3
EGS 1000	Professional Performance for Technicians	3	COP 2010	Visual Basic Programming	3
	Computer Elective	3	COP 2510	Software Design and Development I	3
Computer Elective - Choose From:		Sem. hrs.		Computer Elective	3
CAP 2023	Introduction to Game Programming	3	Summer Semester		Sem. hrs.
CGS 1060 CGS 1060L	Basic Computer Concepts and Lab	3	COP 2001/ COP 2001L	Computer Programming II C++ and Lab	3
CGS 1555	Internet Web Foundations	3	COP 2949	Cooperative Education Experience in Computer Programming	2
CGS 2100	Microcomputer Applications	3	TOTAL		33
CGS 2820	Web Programming	3	Note: Sequence of courses may vary. Check course descriptions for requisite requirements.		
CGS 2821	Advanced Web Programming	3			
COP	Computer Programming I	3			

2220	"C"				
COP 2337	Advanced C++ DirectXProgramming	3			
CIS 2110	Data Organization and Management	3			
COP 2881	Advanced Java Programming	3			
CGS 2100	Microcomputer Applications	3			
	<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores</i>			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Computer Specialist College Credit Certificate - Code 0901					
Larry Pivec, Assistant Chair (386) 506-4134 • pivecl@daytonastate.edu			Anindya Paul, Chairperson (386) 506-3324 • paula@daytonastate.edu http://www.daytonastate.edu/computerscience		
Program Description					
The certificate program in Computer Specialist provides the student a broad understanding of computer systems architecture, analysis and design of computer systems, technical and product skills, underlying principles of technology and safety.					
Please Note: This program is eligible for federal financial aid and state bright futures.					
Approximate Additional Costs May vary from \$15-\$50 for each program specific courses.					
Program Specific Courses*			Sem. hrs.	Sample Program of Study	
CEN 2304	Microsoft Windows Professional	4	1st Semester		
CET 1114/ CET 1114L	Digital Fundamentals and Lab	4	CET 1114/ CET 1114L	Digital Fundamentals and Lab	4
CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3	CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3
CET 2154	A+: Computer Operating Systems	4	EET 1011/ EET 1011L	Introduction to Electrical Circuits and Lab	3
CET 2949	Cooperative Education Experience in Computer Engineering Technology	2	2nd Semester		
EET 1011/ EET 1011L	Introduction to Electrical Circuits and Lab	3	CEN 2304	Microsoft Windows Professional	4
EET 1021/ EET 1021L	Advanced Electrical Circuits	3	CET 2154	A+: Computer Operating Systems	4
EET 1141/ EET 1041L	Analog Devices and Circuits OR	-	EET 1021/ EET 1021L	Advanced Electrical Circuits	3
CET 1600	Network Plus	4	3rd Semester		
			EET 1141/ EET 1041L	Analog Devices and Circuits OR	-
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			CET 1600	Network Plus	4
			CET 2949	Cooperative Education Experience in Computer Engineering Technology	2
			Sem. hrs. TOTAL		27
			Note: Sequence of courses may vary. Check course descriptions for requisite requirements.		
			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.		
			CC2008-09		

Drafting and Design Technology
College Credit Certificate – Code 0929

Roger Rowan, Chair
(386) 506-4171 • rowanr@daytonastate.edu

Stanley Sidor, Dean
(386) 506-3612 • sidors@daytonastate.edu

Program Description

The program provides entry-level skills in Drafting and Design Technology for engineering, manufacturing and related disciplines. Instruction covers the various aspects of engineering drawing with specific instruction in 2D and 3D computer aided drafting. Solid modeling is also included to provide specific design and drawing techniques for manufacturing. With the inclusion of general education courses, this certificate can be directly applied towards the Associate of Applied Science degree in Drafting and Design Technology (CAD).

Please Note: This program is eligible for federal financial aid and state bright futures.

General Education Electives – Choose Two*		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	1st Semester		
PSC 1121#	Physical Science	3		General Education Elective	
#	Behavioral and Human Science Core - Choose One:	3	MTB 1348	Applied Technical Math	
PSY 1012	General Psychology		EGS 1110/1110L	Engineering Drawing and Lab	
SYG 2000	Introduction to Sociology		ETD 2320/2320L	Computer Aided Drafting I (AutoCAD) and Lab	3
#	Humanities, Cultural and Aesthetic Core - Choose One:	3	2nd Semester		
AML 2023	Contemporary American Literature			General Education Elective	3
AML 2052	Modern American Literature		ETD 2340/2340L	Computer Aided Drafting II (AutoCAD) and Lab	3
AML 2600	Introduction to African American Literature		ETD 2350/2350L	Computer Aided Design Applications(AutoCAD)and Lab	3
ARH 1000	Art Appreciation		ETD 2355/2355L	Inventor Solid Modeling and Lab OR	-
ENL 2931	Selected Topics in Shakespeare		ETD 2364/2364L	SolidWorks Solid Modeling and Lab	3
HUM 2210	Humanities I		TOTAL		24
HUM 2230	Humanities II			<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
LIT 2110	Masterpieces of World Literature I				
LIT 2120	Masterpieces of World Literature II				
LIT 2602	Literature of the Sea				
MUH 2051	Introduction to the Music of the World's Peoples				
MUL 1010	Music Appreciation				
MUL2380	Popular Music in America				

THE 1000	Dramatic Appreciation				
# Course requires a pre or corequisite. See course description in the current college catalog.					
Note: It may be necessary for the student to enroll in a college preparatory English, math or reading course depending on College Placement Test scores.					
Program Specific Courses*		Sem. hrs.			
EGS 1110/1110L	Engineering Drawing and Lab	3			
ETD 2320/2320L	Computer Aided Drafting I (AutoCAD) and Lab	3			
ETD 2340/2340L	Computer Aided Drafting II (AutoCAD) and Lab	3			
ETD 2350/2350L	Computer Aided Design Applications(AutoCAD)and Lab	3			
ETD 2355/2355L	Inventor Solid Modeling and Lab OR	-			
ETD 2364/2364L	SolidWorks Solid Modeling and Lab	3			
MTB 1348	Applied Technical Math	3			
*Select courses count towards either the AAS degree in Architectural and Building Technology, Manufacturing Technology, or Interior Design Technology (AS & AAS).				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

**Information Technology Administration
College Credit Certificate - Code 0902**

Jameal Adkins, Assistant Chair
(386)506-3371 • adkinsja@daytonastate.edu

Anindya Paul, Chairperson
(386) 506-3324 • paula@daytonastate.edu
<http://www.daytonastate.edu/computerscience>

Program Description

The certificate program in Information Technology Administration provides the student a solid understanding of Web-based technology. The student develops proficiency with hardware and software installation, networked environment, development and use software tools and web programming language in building, maintaining and optimizing websites for personal and business use. The content prepares students to work in Internet, Intranet, and Extranet environments; installing and configuring Intranet and web based resources.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

May vary from \$15-\$50 for each program specific CGS, COP, CET and CEN courses.

Program Specific Courses*		Sem. hrs.	Sample Program of Study		
CEN 2304	Microsoft Windows Professional OR	-	1st Semester		Sem. hrs.
CET 1600	Network Plus	4	CEN 2304	Microsoft Windows Professional OR	
CGS 1555	Internet Web Foundations	3	CET 1600	Network Plus	4
CGS 2820	Web Programming	3	CGS 1555	Internet Web Foundations	3
CGS 2821	Advanced Web Programming	3	COP 1000	Principles of Computer Programming	3
COP 1000	Principles of Computer Programming	3	2nd Semester		Sem. hrs.
CIS 2949	Cooperative Education Experience in Computer and Information Systems	2	CGS 2820	Web Programming	3
			CGS 2821	Advanced Web Programming	3
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			CIS 2949	Cooperative Education Experience in Computer and Information Systems	2
			Sem. hrs. TOTAL		18
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
*Most of these courses count towards the AS degree in Internet Services Technology, and some courses could be applied towards AS degrees in Computer Information Technology, Networking Services Technology, and Computer Programming and Analysis.				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
				CC2008-09	

**Information Technology Analysis
College Credit Certificate - Code 0903**

Jameal Adkins, Assistant Chair
(386) 506-3371 • adkinsja@daytonastate.edu

Anindya Paul, Chairperson
(386) 506-3324 • paula@daytonastate.edu
<http://www.daytonastate.edu/computerscience>

Program Description

The certificate program in Information Technology Analysis prepares the student to review microcomputer oriented operating procedures, software applications packages, and hardware in order to select the appropriate information technology equipment for a particular microcomputer based environment; install information technology equipment, troubleshoot information technology equipment, support technology users.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

May vary from \$15-\$50 for each program specific courses.

Program Specific Courses*		Sem. hrs.	Sample Program of Study		Sem. hrs.
CEN 2304	Microsoft Windows Professional	4	1st Semester		
CET 1114/ CET 1114L	Digital Fundamentals and Lab	4	CET 1173 CET 1173L	A+: Computer Hardware and Lab	3
CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3	CGS 2100	Microcomputer Applications	3
CET 2154	A+: Computer Operating Systems	4	COP 1000	Principles of Computer Programming	3
CET1600	Network Plus	4	2nd Semester		
CGS 2100	Microcomputer Applications	3	CET 1114 CET 1114L	Digital Fundamentals and Lab	4
COP 1000	Principles of Computer Programming	3	CET 2154	A+: Computer Operating Systems	4
CIS 2949	Cooperative Educational Experience in Computer Information Systems	2	CET1600	Network Plus	4
			3rd Semester		
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			CEN 2304	Microsoft Windows Professional	4
			CIS 2949	Cooperative Educational Experience in Computer Information Systems	2
			Sem. hrs. TOTAL		27
			Note: Sequence of courses may vary. Check course descriptions for requisite requirements.		
* Most of these courses count towards the AS degree in Networking Services Technology, and some courses could be applied towards AS degrees in Computer Programming and Analysis, Computer Information Technology, Internet Services Technology, and Computer Engineering Technology.			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .		
			CC2008-09		

**Information Technology Management
College Credit Certificate - Code 0904**

Timothy Pintello, Assistant Chair
(386) 789-7318 • pintelt@daytonastate.edu

Anindya Paul, Chairperson
(386) 506-3324 • paula@daytonastate.edu
<http://www.daytonastate.edu/computerscience>

Program Description

The certificate program in Information Technology Management prepares the students to plan, install, configure, and monitor computer networks in a LAN/WAN environment. Students will be able to understand, plan, manage and implement security in a networked environment. Students will be prepared to apply conceptual and theoretical knowledge to the workplace utilizing technical skills learned during the program.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

May vary from \$15-\$50 for each program specific courses.

Program Specific Courses*		Sem. hrs.	Sample Program of Study		Sem. hrs.
CEN 2304	Microsoft Windows Professional	4	1 st Semester		Sem. hrs.
CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3	CEN 2304	Microsoft Windows Professional	4
CET 1600	Network Plus	4	CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3
CET 2154	A+: Computer Operating Systems	4	CET 1600	Network Plus	4
CET 2615	Advanced Cisco Router Configuration	4	2 nd Semester		Sem. hrs.
CET 2660	Fundamentals of Network Security	4	CET 2154	A+: Computer Operating Systems	4
CTS 2810	Managing and Maintaining a Windows Network Environment	4	CET 2615	Advanced Cisco Router Configuration	4
EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3	CTS 2810	Managing and Maintaining a Windows Network Environment	4
			3 rd Semester		Sem. hrs.
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			CET 2660	Fundamentals of Network Security	4
			EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3
			Sem. hrs. TOTAL		30
			<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>		
* Most of these courses count towards the AS degree in Networking Services Technology, and some courses could be applied towards AS degrees in Computer Information Technology, Computer Engineering Technology and Electronics Engineering Technology.			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.		
			CC2008-09		

**Information Technology Support Specialist
College Credit Certificate – Code 0905**

Jameal Adkins, Assistant Chair
(386) 506-3371 • adkinsja@daytonastate.edu

Anindya Paul, Chairperson
(386) 506-3324 • paula@daytonastate.edu
<http://www.daytonastate.edu/computerscience>

Program Description

The certificate program in Information Technology Support Specialist provides the student with a solid understanding of the computer hardware and software and its interaction in a networked environment. The certificate program also provides soft skills and technical skills for providing customer support in a networked office and business environment. The course content prepares students to install, troubleshoot information technology equipment and support its users.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

May vary from \$15-\$50 for each program specific courses.

Program Specific Courses*		Sem. hrs.	Sample Program of Study		
CEN 2304	Microsoft Windows Professional	4	1st Semester		Sem. hrs.
CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3	CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3
CET 2154	A+: Computer Operating Systems	4	CET1600	Network Plus	4
CET1600	Network Plus	4	CGS 2100	Microcomputer Applications	3
CGS 2100	Microcomputer Applications	3	2nd Semester		Sem. hrs.
			CEN 2304	Microsoft Windows Professional	4
			CET 2154	A+: Computer Operating Systems	4
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>					
			Sem. hrs. TOTAL		18
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
* Most of these courses count towards the AS degree in Networking Services Technology, and some courses could be applied towards AS degrees in Computer Programming and Analysis and Computer Information Technology.				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	

**Information Technology Technician
College Credit Certificate - Code 0906**

Timothy Pintello Assistant Chair
(386) 789-7318 • pintelt@daytonastate.edu

Anindya Paul, Chairperson
(386) 506-3324 • paula@daytonastate.edu
<http://www.daytonastate.edu/computerscience>

Program Description

The certificate program in Information Technology Technician prepares the students to plan, install, configure, and monitor computer networks in a LAN/WAN environment. Students will be prepared to apply conceptual and theoretical knowledge to the workplace utilizing technical skills learned during the program.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

May vary from \$15-\$50 for each program specific courses.

Program Specific Courses*		Sem. hrs.	Sample Program of Study		
CEN 2304	Microsoft Windows Professional	4	1st Semester		
CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3	CGS 2100	Microcomputer Applications	3
CET 1600	Network Plus	4	CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3
CET 2154	A+: Computer Operating Systems	4	EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3
CGS 2100	Microcomputer Applications	3	2nd Semester		
EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3	CET 2154	A+: Computer Operating Systems	4
			CET 1600	Network Plus	4
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			CEN 2304	Microsoft Windows Professional	4
			Sem. hrs. TOTAL		21
				Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
				CC2008-09	

Medical Information Coder/Biller
College Credit Certificate - Code 0912
(Limited Access Program)

Nancy Thomas, Assistant Chair
(386) 506-3748 • thomasn@daytonastate.edu

Dr. Linda Miles, Assistant Dean
Allied Health Department (386) 506-3189

Program Description

This certificate program prepares the students for entry-level employment as a medical coder/biller in ambulatory, physician office, and hospital outpatient settings. The Medical Information Coder/Biller is responsible for translating diagnostic and procedural narrative from the medical record into numeric codes. Credits earned in this certificate program may be applied toward the AAS degree in Health Information Management. Graduates are eligible to take applicable credentialing examinations.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

- Lab Fees (including liability insurance) – approximately \$20
- Textbooks – approximately \$500.
- Graduation Fee – \$25

Additional Admission Requirements

- Florida Department of Law Enforcement (FDLE) background check must be completed prior to the first day of class.
- High School Diploma or equivalent GED.
- Scores on the Daytona State College placement test for college credit programs that indicate language, reading and arithmetic ability at the English I level.
- Submit completed application to the Allied Health Department. Applications are accepted anytime during the year. Selections are made once a year on a first-come, first served basis for qualified applicants.
- A physical examination is required prior to entering the clinical setting.
- All courses must be completed with a "C" or better.

General Education Courses		Sem. hrs.	Sample Program of Study	
ENC 1101	College Composition	3	Prerequisite Course	Sem. hrs.
BSC 1020	Human Biology	3	HSC 1531	Medical Terminology
HSC 1531	Medical Terminology	4	Spring Semester	
Program Specific Courses		Sem. hrs.	ENC 1101	College Composition
HIM 1000/1000L	Introduction to Health Information Management and Lab	3	BSC 1020	Human Biology
HIM 1222/1222L	Beginning ICD-9 Coding and Lab	4	HIM 1000/1000L	Introduction to Health Information Management and Lab
HIM 1273/1273L	Billing and Reimbursement Methods	2	HIM 1222/1222L	Beginning ICD-9 Coding and Lab
HIM 2012	Legal Aspects of Health Care	2	Summer Semester	
HIM 2234/2234L	Advanced ICD-9 Coding and Lab	4	HIM 2012	Legal Aspects of Health Care
HIM 2253/2253L	Beginning CPT Coding and Lab	3	HIM 2253/2253L	Beginning CPT Coding and Lab

HIM 2430	Concepts of Disease	4	Fall Semester		Sem. hrs.
HIM 2440	Pharmacology and Laboratory	1	HIM1273/ 1273L	Billing and Reimbursement Methods	2
HIM2800	Coding Professional Practice Experience I	1	HIM 2234/ 2234L	Advanced ICD-9 Coding and Lab	4
			HIM 2430	Concepts of Disease	4
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			HIM 2442	Pharmacology and Laboratory	1
			HIM2800	Coding Professional Practice Experience I	1
			TOTAL		34
				Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Microcomputer Repairer/Installer
College Credit Certificate - Code 0907

Larry Pivec, Assistant Chair
 (386) 506-4134 • pivecl@daytonastate.edu

Anindya Paul, Chairperson
 (386) 506- 3324 • paula@daytonastate.edu
<http://www.daytonastate.edu/computerscience>

Program Description

The certificate program in Microcomputer Repair/Installer provides the student a thorough understanding of the computer hardware and software and its interaction in a networked environment. The program provides a general electronics background, prepares student to pass A+ certification exams and user support skills.

Please Note: The length of this program makes it ineligible for federal and state financial aid.

Approximate Additional Costs

May vary from \$15-\$50 for each program specific courses.

Program Specific Courses*		Sem. hrs.	Sample Program of Study		
CEN 2304	Microsoft Windows Professional	4	1 st Semester		
CET 1114/ CET 1114L	Digital Fundamentals and Lab	4	CET 1114/ CET 1114L	Digital Fundamentals and Lab	4
CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3	CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3
CET 2154	A+: Computer Operating Systems	4	2 nd Semester		
			CEN 2304	Microsoft Windows Professional	4
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			CET 2154	A+: Computer Operating Systems	4
			Sem. hrs. TOTAL		15
				Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
* Most of these courses count towards the AS degree in Computer Engineering Technology, and some courses could be applied towards AS degrees in Computer Information Technology, Electronics Engineering Technology and Networking Services Technology.				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
				CC2008-09	

**Network Communications (LAN)
College Credit Certificate - Code 0923**

Timothy Pintello, Assistant Chair
(386) 789-7318 • pintelt@daytonastate.edu

Anindya Paul, Chairperson
(386) 506-3324 • paula@daytonastate.edu
<http://faculty.dbc.edu/computer>

Program Description

The certificate program provides students with the knowledge and skills of network support, telecommunications and field support. This program is designed to prepare students for employment as a network support technician, telecommunications technician, field support engineer, sub-system specialist, communications specialist, or to provide supplemental training to persons previously or currently employed in these occupations. Students will be prepared for the following industry certifications: CompTIA Network+ and CCNA.

The specialization content includes, but is not limited to, basic electronics skills, telephony cabling and network communications.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

Class Materials Fees: \$20 for each program specific EET course; \$10 for specific EGS course. See course descriptions.

Program Specific Courses		Sem. hrs.	Sample Program of Study		
EGS 1000	Professional Performance for Technicians	3	1st Semester		
CET 1600	Network Plus	4	EGS 1000	Professional Performance for Technicians	3
CET 2615	Advanced Cisco Router Configuration	4	CET 1600	Network Plus	4
CET 2620	Cisco Wide Area Network (WAN)	4	EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3
EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3	2nd Semester		
			CET 2615	Advanced Cisco Router Configuration	4
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			CET 2620	Cisco Wide Area Network (WAN)	4
			TOTAL		18
			<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>		
*All of these courses count towards either the AS degree in Computer Engineering Technology, Computer Information Technology, Computer Programming and Analysis, Electronics Engineering Technology, and Networking Services Technology.			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .		
			CC2008-09		

**Network Communications (WAN)
College Credit Certificate - Code 0924**

Timothy Pintello, Assistant Chair
(386) 789-7318 • pintelt@daytonastate.edu

Anindya Paul, Chairperson
(386) 506-3324 • paula@daytonastate.edu
<http://faculty.dbc.edu/computer>

Program Description

The certificate program provides students with the knowledge and skills of WAN network support, network designing and field support for the WAN. This program is designed to prepare students for employment as a WAN support specialist, network designer, WAN technician, network support technician, field support engineer, or to provide supplemental training to persons previously or currently employed in these occupations.

The specialization content includes, but is not limited to, basic electronics skills, telephony cabling and network communications. Students will be prepared for the following industry certifications: CompTIA Network+ and CCNA and CCDA.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

Class Materials Fees: \$20 for each program specific EET course; . See course descriptions.

Program Specific Courses*		Sem. hrs.	Sample Program of Study		Sem. hrs.
CET 1600	Network Plus	4	1st Semester		
CET 2615	Advanced Cisco Router Configuration	4	CET 1600	Network Plus	4
CET 2620	Cisco Wide Area Network (WAN)	4	EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3
COP 1000	Principles of Computer Programming	3	2nd Semester		
EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3	CET 2615	Advanced Cisco Router Configuration	4
			COP 1000	Principles of Computer Programming	3
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			3rd Semester		
			CET 2620	Cisco Wide Area Network	4
			TOTAL		18
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
*All of these courses count towards either the AS degree in Computer Engineering Technology, Computer Information Technology, Computer Programming & Analysis, Electronics Engineering Technology, and Networking Services Technology.			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .		
			CC 2008-09		

**Network System Developer
College Credit Certificate - Code 0908**

Larry Pivec, Assistant Chair
(386) 506-4134 • pivecl@daytonastate.edu

Anindya Paul, Chairperson
(386) 506- 3324 • paula@daytonastate.edu
<http://www.daytonastate.edu/computerscience>

Program Description

The certificate program in Network System Developer is designed to provide a strong background of computer electronics and architecture along with a strong overview of computer networking. Students plan, install, configure, and monitor computer networks in a LAN/WAN environment. Students will be prepared to apply conceptual and theoretical knowledge to the workplace utilizing technical skills learned during the program.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

May vary from \$15-\$50 for each program specific courses.

Program Specific Courses*		Sem. hrs.	Sample Program of Study		
CEN 2304	Microsoft Windows Professional	4	1st Semester		
CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3	CEN 2304	Microsoft Windows Professional	4
CET 1600	Network Plus	4	CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3
CET 2123/ CET 2123L	Microcomputer and Basic Digital Communications and Lab	4	COP 1000	Principles of Computer Programming	3
CET 2154	A+: Computer Operating Systems	4	EET1607/ EET 1607L	Electronics Assembly and Lab	3
COP 1000	Principles of Computer Programming	3	2nd Semester		
COP 2220	Computer Programming I "C"	3	CET 2154	A+: Computer Operating Systems	4
CTS 2321	Linux System Administration OR	-	COP 2220	Computer Programming I "C"	3
CET 2949	Cooperative Education Experience in Computer Engineering Technology	3	EET 1011/ EET 1011L	Introduction to Electrical Circuits and Lab	3
EET 1011/ EET 1011L	Introduction to Electrical Circuits and Lab	3	3rd Semester		
EET 1021/ EET 1021L	Introduction to AC Circuits and Lab	3	CET 1600	Network Plus	4
EET 1141/ EET 1141L	Analog Devices and Circuits and Lab	4	CTS 2321	Linux System Administration OR	--
EET 1607/ EET 1607L	Electronics Assembly and Lab	3	CET 2949	Cooperative Education Experience in Computer Engineering Technology	3
			EET 1021/ EET 1021L	Introduction to AC Circuits and Lab	3

<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>		4th Semester		Sem. hrs.
		CET 2123/ CET 2123L	Microcomputer and Basic Digital Communications and Lab	4
		EET 1141/ EET 1141L	Analog Devices and Circuits and Lab	4
		Sem. hrs. TOTAL		41
			<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
* Most of these courses count toward the AS degree in Computer Engineering Technology, and some courses could be applied toward AS degrees in Computer Information Technology, Electronics Engineering Technology, Networking Services Technology and Computer Programming and Analysis.			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
			CC2008-09	

Office Administration and Management
College Credit Certificate - Code 0914

Shawn Friend, Assistant Chair
(386) 506-3454 □ friends@daytonastate.edu

International School of Business
(386) 506-3012

Program Description

This program is designed for the student seeking employment as an office systems specialist. It provides a solid foundation in computer operations, word processing software and office procedures. The student develops business communication, computation, computer software applications and office management skills. This college credit certificate is articulated into the AAS degree in Office Administration.

Please Note: This program is eligible for federal financial aid and state bright futures.

Program Specific Courses		Sem. hrs.	Sample Program of Study		
OST 1330	Business English	3	1st Semester		Sem. hrs.
OST 1100/1100L	Keyboarding and Formatting I and Lab	4	OST 1330	Business English	3
OST 1110/1110L	Keyboarding and Formatting II and Lab	4	OST 1100/1100L	Keyboarding and Formatting I and Lab	4
OST 1711	Word Processing I	3	OST 2401/2401L	Basic Office Procedures and Lab	4
OST 2336	Business Communications	3	Elective	2
OST 2401/2401L	Basic Office Procedures and Lab	4	2nd Semester		Sem. hrs.
OST 2713/2713L	Advanced Computer Software Applications and Lab	4	OST 1110/1110L	Keyboarding and Formatting II and Lab	4
	Elective	2	OST 1711	Word Processing I	3
Elective: Choose From:			OST 2336	Business Communications	3
			OST 2713/2713L	Advanced Computer Software Applications and Lab	4
FIN 1100	Personal Financial Planning	2	TOTAL		27
LIS 2004	Introduction to Internet Information Research Resources	1		Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
OST 2949	Cooperative Education Experience in Office Systems Management	1 or 2			
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Office Administration and Management - Legal Option College Credit Certificate – Code 0918					
Shawn Friend, Assistant Chair (386) 506-3454 friends@daytonastate.edu			International School of Business (386) 506-3012		
Program Description					
The program provides a solid foundation in office management, computer operations, business law and legal office procedures. Students develop communication, computation, management and computer software application skills. This college credit certificate is articulated into the AAS degree in Office Administration.					
Please Note: This program is eligible for federal financial aid and state bright futures.					
Program Specific Courses		Sem. hrs.	Sample Program of Study		
BUL 2241	Business Law I	3	1 st Semester		Sem. hrs.
OST 1100/ 1100L	Keyboarding and Formatting I and Lab	4	BUL 2241	Business Law I	3
OST 1110/ 1110L	Keyboarding and Formatting II and Lab	4	OST 1330	Business English	3
OST 1330	Business English	3	OST 1100/ 1100L	Keyboarding and Formatting I and Lab	4
OST 1711	Word Processing I	3	OST 2431/ 2431L	Legal Keyboarding and Office Procedures and Lab	4
OST 2336	Business Communications	3	2 nd Semester		Sem. hrs.
OST 2431/ 2431L	Legal Keyboarding and Office Procedures and Lab	4	OST 1110/ 1110L	Keyboarding and Formatting II and Lab	4
PLA 2763	Law Office Management OR	-	OST 1711	Word Processing I	3
OST 2501	Office Management	3	OST 2336	Business Communications	3
			PLA 2763	Law Office Management OR	-
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			OST 2501	Office Management	3
			TOTAL		27
				Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Office Management - Medical Option College Credit Certificate - Code 0919					
Shawn Friend, Assistant Chair (386) 506-3454 friends@daytonastate.edu			International School of Business (386) 506-3012		
Program Description The program provides a solid foundation in office management, computer operations, business law and medical office procedures. Students develop communication, computation, management and computer software application skills. This college credit certificate is articulated into the AAS degree in Office Administration.					
Please Note: This program is eligible for federal financial aid and state bright futures.					
Program Specific Courses		Sem. hrs.	Sample Program of Study		
CGS 2100	Microcomputer Operations	3	1st Semester		Sem. hrs.
HIM 1031/1031L	Medical Record Transcription I	3	OST 1330	Business English	3
HIM 1032/1032L	Medical Record Transcription II	3	HIM 1031/1031L	Medical Record Transcription I	3
HSC 1531	Medical Terminology	4	HSC 1531	Medical Terminology	4
OST 1100/1100L	Keyboarding & Formatting I and Lab	4	OST 1100/1100L	Keyboarding & Formatting I and Lab	4
OST 1110/1110L	Keyboarding & Formatting II and Lab	4	2nd Semester		Sem. hrs.
OST 1330	Business English	3	CGS 2100	Microcomputer Operations	3
OST 2336	Business Communications	3	HIM 1032/1032L	Medical Record Transcription II	3
OST 2461/2461L	Medical Keyboarding and Office Procedures and Lab	4	3rd Semester		Sem. hrs.
	Elective	3	OST 1110/1110L	Keyboarding & Formatting II and Lab	4
	Elective—Choose From:		OST 2336	Business Communications	3
FIN 1100	Personal Financial Planning	2	OST 2461/2461L	Medical Keyboarding and Office Procedures and Lab	4
LIS 2004	Introduction to Internet Information Research Resources	1		Elective	3
MNA 2161	Quality Service Management	3	TOTAL		34
OST 2949	Cooperative Education Experience in Office Systems Management	1-3			
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>		
		Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .			
				CC2008-09	

**Office Support (Technical Certificate)
College Credit Certificate - Code 0926**

Shawn Friend, Assistant Chair
(386) 506-3454 friend@daytonastate.edu

International School of Business
(386) 506-3012

Program Description

Office Support (Technical Certificate) is a 12 hour college credit certificate in the Office Systems program. It is the first step toward the A.A.S. degree in Office Administration. Basic information is taught in high quality entry office skills and is especially useful for One Stop and Fresh Start programs. Job titles: Entry-level support positions such as office clerk, office assistant, staff assistant, Office and Administrative Support Worker, Information Clerk.

Credits earned in this certificate may be applied toward the College Credit Certificate in Office Management and the AAS Degree in Office Administration.

Please Note: The length of this program makes it ineligible for federal and state financial aid.

Approximate Additional Costs

Lab Fees - \$18

Additional Admission Requirements

Students must meet with the chair or assistant chair prior to enrolling in this program.

Program Specific Courses		Sem. hrs.	Sample Program of Study		Sem. hrs.
OST 1100/1100L	Keyboarding and Formatting I and Lab	4	OST 1100/1100L	Keyboarding and Formatting I and Lab	4
OST 1110/1110L	Keyboarding and Formatting II and Lab	4	OST 1110/1110L	Keyboarding and Formatting II and Lab	4
OST 2401/2401L	Basic Office Procedures and Lab	4	OST 2401/2401L	Basic Office Procedures and Lab	4
			TOTAL		12
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
				CC2008-09 Rev. 7/08	

Paramedic
College Credit Certificate - Code 0957
(Limited Access Program)

Emergency Medical Services Department
(386) 506-3249

Louie Mercer, Director
(386) 506-3249 • mercerlo@daytonastate.edu

Program Description

The program trains students in the specialized and advanced skills and techniques required for emergency in-the-field pre-hospital care. Instruction covers IV therapy, advanced cardiac life support, advanced care skills for the patient in shock and telemetry and communications. It also provides additional information and skills practice to allow you to become proficient in the care of respiratory, medical and traumatic emergencies. The specific purpose of this program is to meet minimum requirements set by the Florida Department of Health, Bureau of Emergency Medical Services to allow you to take the Florida state certification examination for paramedic. Graduates of the program are eligible to take the Florida state board examination for paramedic. Graduates are qualified to work as advanced care providers on ambulances, in hospital emergency rooms, intensive care units and emergency helicopter transport agencies. Job title: Paramedic.

Note: *In order to take this program of study, students must already be a state-certified Florida EMT in good standing. Credits earned in this program may be counted in the Emergency Medical Services degree. The Paramedic program is certified through the Florida Department of Health, Bureau of Emergency Medical Services, and accredited through the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).*

Please Note: *This program is eligible for federal financial aid and state bright futures.*

Approximate Additional Costs

- Lab Fees – approximately \$125 (each semester)
- Textbooks/Equipment – \$250
- Uniforms – \$100

Additional Admission Requirements

- Must provide proof of current State of Florida certification as an Emergency Medical Technician in good standing.
- Acceptable score on the TABE or CPT examinations.
- Attendance at EMS Department Orientation Session. Session dates are announced by the EMS Department.
- Submit completed application to the EMS Department prior to the designated deadline
- Completion of health screening to include: recent physical examination; verification of immunization against tetanus, measles, mumps, rubella and Hepatitis "B"; and negative test for tuberculosis.
- Satisfactory results of a Florida Department of Law Enforcement background check.
- If there are more qualified applicants than space allows, students will be admitted on the basis of the date and time completed applications were received by the EMS Department. Applicants who have sponsorship by their employing public safety agency will be given priority.
- Students will be held accountable for the policy and procedures of the EMS program as outlined in the EMS student policy handbook.
- Program corequisites must be completed successfully prior to enrolling in subsequent paramedic program sections.

Program Specific Courses		Sem. hrs.	Sample Program of Study		
EMS 2603	Paramedic I	9	1 st Semester		
EMS 2603L	Paramedic I Lab	4	EMS 2603	Paramedic I	9
EMS 2604	Paramedic II	9	EMS 2603L	Paramedic I Lab	4

EMS 2604L	Paramedic II Lab	3	EMS 2666	Paramedic Clinical I	1
EMS 2605	Paramedic III	8	2nd Semester		Sem. hrs.
EMS 2605L	Paramedic III Lab	3	EMS 2604	Paramedic II	9
EMS 2666	Paramedic Clinical I	1	EMS 2604L	Paramedic II Lab	3
EMS 2667	Paramedic Clinical II	2	EMS 2667	Paramedic Clinical II	2
EMS 2659	Paramedic Field Internship	3	Summer Semester		Sem. hrs
			EMS 2605	Paramedic III	8
			EMS 2605L	Paramedic III Lab	3
			EMS 2659	Paramedic Field Internship	3
			TOTAL		42
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

**Web Development Specialist
College Credit Certificate - Code 0909**

Jameal Adkins Assistant Chair
(386) 506-3371 • adkinsja@daytonastate.edu

Anindya Paul, Chairperson
(386) 506- 3324 • paula@daytonastate.edu
<http://www.daytonastate.edu/computerscience>

Program Description

The certificate program in Web development specialist provides the student a solid understanding of the web based technology. The student develops the technical skills to design and build websites using web programming languages for personal and business use, maintain, trouble shoot and implement web based technology on the website for optimization and analysis purposes. The content prepares students to work in Internet, Intranet, and Extranet environments; installing and configuring Intranet and web based resources.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

May vary from \$15-\$50 for each program specific courses.

Program Specific Courses*		Sem. hrs.	Sample Program of Study		Sem. hrs.
CEN 2304	Microsoft Windows Professional	4	1st Semester		Sem. hrs.
CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3	CET 1173/ CET 1173L	A+: Computer Hardware and Lab	3
CET 1600	Network Plus	4	CGS 1555	Internet Web Foundations	3
CET 2154	A+: Computer Operating Systems	4	COP 1000	Principles of Computer Programming	3
CGS 1555	Internet Web Foundations	3	2nd Semester		Sem. hrs.
CGS 2820	Web Programming	3	CET 2154	A+: Computer Operating Systems	4
CGS 2821	Advanced Web Programming	3	CET 1600	Network Plus	4
CIS 2949	Cooperative Education Experience in Computer and Information Systems	2	CGS 2820	Web Programming	3
COP 1000	Principles of Computer Programming	3	3rd Semester		Sem. hrs.
COP 2831	Web Scripting	3	CEN 2304	Microsoft Windows Professional	4
COP 2833	Web Application Development - Action Scripting	3	CGS 2821	Advanced Web Programming	3
			COP 2833	Web Application Development - Action Scripting	3
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			4th Semester		Sem. hrs.
			COP 2831	Web Scripting	3
			CIS 2949	Cooperative Education Experience in Computer and Information Systems	2

			Sem. hrs. TOTAL		35
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
	*Most of these courses count towards the AS degrees in Internet Services Technology, and some courses could be applied towards AS degrees in Computer Information Technology, Computer Programming and Analysis, and Computer Engineering Technology.			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
				CC2008-09	

**Wireless Communications
College Credit Certificate - Code 0925**

Tim Pintello, Assistant Chair
(386) 789-7318 • pintelt@daytonastate.edu

Anindya Paul, Chairperson
(386) 506-3324 • paula@daytonastate.edu
<http://www.daytonastate.edu/computerscience>

Program Description

The certificate program provides students with the knowledge and skills of wireless technologies, networks, services, and applications. The Wireless Communications Certificate is designed to prepare students for employment as a wireless installer, wireless technician, wireless field service technician or to provide supplemental training to persons previously or currently employed in these occupations.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

Class Materials Fees: \$20 for each program specific EET course; \$10 for specific CGS course. See course descriptions.

Program Specific Courses*		Sem. hrs.	Sample Program of Study		
CGS 1570	Introduction to Computer Applications	1	1st Semester		
EET 1011/ EET 1011L	Introduction to Electrical Circuits and Lab	3	CGS 1570	Introduction to Computer Applications	1
EET 1021/ EET 1021L	Advanced Electrical Circuits and Lab	3	EET 1011/ EET 1011L	Introduction to Electrical Circuits and Lab	3
EET 1141/ EET 1141L	Analog Devices and Circuits and Lab	4	EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3
EET 1607/ EET 1607L	Electronics Assembly and Cabling and Lab	3	2nd Semester		
EET 2326/ EET 2326L	Wireless Communications and Lab	4	EET 1021/ EET 1021L	Advanced Electrical Circuits and Lab	3
			EET 1141/ EET 1141L	Analog Devices and Circuits and Lab	4
<i>Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.</i>			EET 2326/ EET 2326L	Wireless Communications and Lab	4
			TOTAL		18
			<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>		
*All of these courses count towards either the AS degree in Computer Engineering Technology, Computer Information Technology, Computer Programming & Analysis, Electronics Engineering Technology, and Networking Services Technology.			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.		
			CC2008-09		

**Emergency Medical Technician
College Credit Certificate - Code 0960
(Limited Access Program)**

Emergency Medical Services Department
(386) 506-3249

Louie Mercer, Director
(386) 506-3249 • mercero@daytonastate.edu

Program Description

The program teaches students the basic skills and techniques of pre-hospital emergency medical care. The course emphasizes developing skills in recognizing the symptoms of illness and injuries, and the application and proper procedures essential in delivering basic life support to the sick and injured. The program is designed to prepare students for state certification in emergency care; however, it also is open for students who wish to take it for personal development. Training includes 60 hours of clinical experience with pre-hospital care agencies and a hospital emergency room. Graduates are qualified to work as basic care providers in emergency medical systems, hospitals, and industrial medicine. Job title: Emergency Medical Technician.

This certificate serves as a prerequisite to the Paramedic certificate program. Credits earned in this program may be counted in the Emergency Medical Services degree. The Emergency Medical Services program is certified through the Florida Department of Health, Bureau of Emergency Medical Services, and accredited through the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

Please Note: The length of this program makes it ineligible for federal and state financial aid.

Approximate Additional Costs

- Lab Fees – Approximately \$125
- Textbooks/Equipment – \$125
- Uniforms – \$125

Additional Admission Requirements

- Acceptable score on the TABE or CPT examinations.
- Attendance at EMS Department Orientation Session. Session dates are announced by the EMS Department.
- Submit completed application to the EMS Department prior to the designated deadline.
- Completion of health screening to include: recent physical examination; verification of immunization against tetanus, measles, mumps, rubella and Hepatitis "B"; and negative test for tuberculosis.
- Satisfactory results of a Florida Department of Law Enforcement background check.
- If there are more qualified applicants than space allows, students will be admitted on the basis of date and time completed applications were received by the EMS Department.
- Students will be held accountable for the policy and procedures of the EMT program as outlined in the EMS student policy handbook.
- Students will be required to wear uniforms during the duration of training.

Program Specific Courses		Sem. hrs.	Sample Program of Study		
EMS 1119	Emergency Medical Technician I	7			Sem. hrs.
EMS 1401L	Emergency Medical Technician I Lab	2	EMS 1119	Emergency Medical Technician I	7
EMS 1431	Emergency Medical Technician Clinical/Field Experience	2	EMS 1401L	Emergency Medical Technician I Lab	2
			EMS 1431	Emergency Medical Technician Clinical/Field Experience	2
			TOTAL		11
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Medical Record Transcribing Applied Technology Diploma – Code 0920					
Nancy Thomas, Assistant Chair (386) 506-3748 • thomasn@daytonastate.edu			Linda Miles, Assistant Dean Allied Health Department (386) 506-3189		
Program Description					
The program provides a solid foundation in medical office procedures, as well as medical typing and transcription. Students learn a variety of business software and office equipment including transcribers. This certificate will articulate into the Office Administration (Medical Transcription Option) associate of applied science (AAS) degree. See the department chairperson for more information.					
Please Note: This program is eligible for federal financial aid and state bright futures.					
Program Specific Courses		Sem. hrs.	Sample Program of Study		
ENC 1101	College Composition	3	Summer Semester		Sem. hrs.
BSC 1085/1085L#	Human Anatomy and Physiology I and Lab	4	ENC 1101	College Composition	3
BSC 1086/1086L#	Human Anatomy and Physiology II and Lab	4	HSC 1531	Medical Terminology	4
HIM 1031/1031L	Medical Record Transcription I and Lab	3	1 st Semester		Sem. hrs.
HIM 1032/1032L	Medical Record Transcription II and Lab	3	BSC 1085/1085L	Human Anatomy and Physiology I and Lab	4
HIM 2430	Concepts of Disease	4	HIM 1031/1031L	Medical Record Transcription I and Lab	3
HIM 2440	Pharmacology and Laboratory	1	HIM 2430	Concepts of Disease	4
HSC 1531	Medical Terminology	4	HIM 2440	Pharmacology and Laboratory	1
OST 1711	Word Processing I	3	2 nd Semester		Sem. hrs.
OST 2461/2461L	Medical Keyboarding and Office Procedures and Lab	4	BSC 1086/1086L	Human Anatomy and Physiology II and Lab	4
# Course requires a pre or corequisite. See course description in the current college catalog.			HIM 1032/1032L	Medical Record Transcription II and Lab	3
Note: It may be necessary for the student to enroll in a college preparatory English, math, or reading course depending upon College Placement Test scores.			OST 1711	Word Processing I	3
			OST 2461/2461L	Medical Keyboarding and Office Procedures and Lab	4
			TOTAL		33
			Note: Sequence of courses may vary. Check course descriptions for requisite requirements.		
			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .		
			CC2008-09		

**Air Conditioning, Refrigeration and Heating Technology
Vocational Credit Certificate - Code 1011**

Roger Rowan, Chair
(386) 506-4171 • rowanr@daytonastate.edu

Stanley Sidor, Dean
(386) 506-3612 • sidors@daytonastate.edu

Program Description

The program provides a **solid foundation in the principles of air conditioning and refrigeration**. Instruction is given by classroom demonstrations and laboratory experiments in refrigeration fundamentals; electricity and controls; and installing, operating, servicing and repairing air conditioning & refrigeration equipment. Students work on commercial refrigeration and air conditioning equipment, including heat pumps, **ice machines**, oil and gas systems. **Students will design, construct, and evaluate refrigeration systems**. State of the art, modern equipment with all of the commonly used refrigerants is available for students to gain "hands-on" experience. Students also receive related training in shop management and customer relations.

All graduates have numerous opportunities for employment with local contractors.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

Textbooks cost approximately \$175.

Additional Admission Requirements

- Must be able to lift 50 pounds.
- Must be able to climb a 12-foot ladder.

Program Specific Courses		Voc. Crs.	Sample Program of Study		Voc. Crs.
ACR 0001/0001L	Physical Principles I and Lab	3.0	1st Semester		Voc. Crs.
ACR 0002/0002L	Physical Principles II and Lab	3.0	ACR 0001/0001L	Physical Principles I and Lab	3.0
ACR 0061/0061L	Psychrometrics and Lab	3.0	ACR 0002/0002L	Physical Principles II and Lab	3.0
ACR 0062/0062L	Heat Load Calculations and Lab	3.0	ACR 0100/0100L	Basic Electricity I and Lab	3.0
ACR 0100/0100L	Basic Electricity I and Lab	3.0	ACR 0102/0102L	Basic Electricity II and Lab	3.0
ACR 0102/0102L	Basic Electricity II and Lab	3.0	2nd Semester		Voc. Crs.
ACR 0150/0150L	A/C Motors and Controls and Lab	3.0	ACR 0150/0150L	A/C Motors and Controls and Lab	3.0
ACR 0205/0205L	Refrigerants I and Lab	3.0	ACR 0506/0506L	Central Residential Air Conditioning and Refrigeration and Lab	3.0
ACR 0600/0600L	Fossil Fuel Heating and Lab	3.0	ACR 0741/0741L	Commercial Refrigeration I and Lab	3.0
ACR 0601/0601L	Heat Pumps and Lab	3.0	ACR 0850/0850L	Air Conditioning Wiring and Lab	3.0
ACR 0506 / 0506L	Central Residential Air Conditioning and Refrigeration and Lab	3.0	3rd Semester		Voc. Crs.
ACR 0741/0741L	Commercial Refrigeration I and Lab	3.0	ACR 0061/0061L	Psychrometrics and Lab	3.0
ACR 0742/0742L	Commercial Refrigeration II and Lab	3.0	ACR 0062/0062L	Heat Load Calculations and Lab	3.0
ACR 0815/	Advanced Service	3.0	ACR 0205/	Refrigerants I and Lab	3.0

0815L	Practices and Lab		0205L		
ACR 0850/ 0850L	Air Conditioning Wiring and Lab	3.0	4th Semester		Voc. Crs.
			ACR 0600/ 0600L	Fossil Fuel Heating and Lab	3.0
			ACR 0601/ 0601L	Heat Pumps and Lab	3.0
			ACR 0742/ 0742L	Commercial Refrigeration II and Lab	3.0
			ACR 0815/ 0815L	Advanced Service Practices and Lab	3.0
			Voc. Crs. TOTAL		45.0
			Contact Hrs. TOTAL		1350
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Students who complete certain combinations of courses within this program may qualify for one of the following jobs: - Heating, A/C and Refrigeration Helper, Heating, A/C and Refrigeration Mechanic Assistant, -Heating, A/C and Refrigeration Mechanic -Heating - A/C and Refrigeration Technician	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

**Air Conditioning, Refrigeration and Heating Mechanic
Vocational Credit Certificate - Code 1054**

Roger Rowan, Chair
(386) 506-4171 • rowanr@daytonastate.edu

Stanley Sidor, Dean
(386) 506-3612 • sidors@daytonastate.edu

Program Description

The program provides a **solid foundation in the principles of air conditioning and refrigeration**. Instruction is given by classroom demonstrations and laboratory experiments in refrigeration fundamentals; electricity and controls; and installing, operating, servicing and repairing air conditioning & refrigeration equipment. Students work on commercial refrigeration and air conditioning equipment, including heat pumps, **ice machines**, oil and gas systems. **Students will design, construct, and evaluate refrigeration systems**. State of the art, modern equipment with all of the commonly used refrigerants is available for students to gain "hands-on" experience. Students also receive related training in shop management and customer relations.

All graduates have numerous opportunities for employment with local contractors.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

Textbooks cost approximately \$175.

Additional Admission Requirements

- Must be able to lift 50 pounds.
- Must be able to climb a 12-foot ladder.

Program Specific Courses		Voc. Crs.	Sample Program of Study		Voc. Crs.
ACR 0001/0001L	Physical Principles I and Lab	3.0	1st Semester		
ACR 0002/0002L	Physical Principles II and Lab	3.0	ACR 0001C/0001L	Physical Principles I and Lab	3.0
ACR 0061/0061L	Psychrometrics and Lab	3.0	ACR 0002C/0002L	Physical Principles II and Lab	3.0
ACR 0100/0100L	Basic Electricity I and Lab	3.0	ACR 0100C/0100L	Basic Electricity I and Lab	3.0
ACR 0102/0102L	Basic Electricity II and Lab	3.0	ACR 0102C/0102L	Basic Electricity II and Lab	3.0
ACR 0150/0150L	A/C Motors and Controls and Lab	3.0	2nd Semester		Voc. Crs.
ACR 0205/0205L	Refrigerants I and Lab	3.0	ACR 0150/0150L	A/C Motors and Controls and Lab	3.0
ACR 0601/0601L	Heat Pumps and Lab	3.0	ACR 0506/0506L	Central Residential Air Conditioning and Refrigeration and Lab	3.0
ACR 0506/0506L	Central Residential Air Conditioning and Refrigeration and Lab	3.0	ACR 0741/0741L	Commercial Refrigeration I and Lab	3.0
ACR 0741/0741L	Commercial Refrigeration I and Lab	3.0	ACR 0850/0850L	Air Conditioning Wiring and Lab	3.0
ACR 0850/0850L	Air Conditioning Wiring and Lab	3.0	3rd Semester		Voc. Crs.
			ACR 0061/0061L	Psychrometrics and Lab	3.0

		ACR 0205/ 0205L	Refrigerants I and Lab	3.0
		ACR 0601/ 0601L	Heat Pumps and Lab	3.0
		Voc. Crs. TOTAL		33
		Contact Hrs. TOTAL		990
			<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
			Students who complete certain combinations of courses within this program may qualify for one of the following jobs: - Heating, A/C and Refrigeration Helper, Heating,A/C and Refrigeration Mechanic Assistant, -Heating,A/C and Refrigeration Mechanic -Heating - A/C and Refrigeration Technician	
			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
			CC2008-09	

**Automotive Collision Repair and Refinishing
Vocational Credit Certificate - Code 1097**

Wm. "Bill" Smith, Instructor
(386) 506-4199 • smithwi@daytonastate.edu

James Posick, Assistant Chair
(386) 506-4168 • posickj@daytonastate.edu

Program Description

As quickly as the body style of today's vehicles change, so do the skills and technology required to return vehicles to pre-accident condition. The Automotive Collision Repair and Refinishing Program at the ATC (Advanced Technology College) offers state-of-the-art training in collision repair and refinishing that will prepare students to repair today's complex vehicles. This program offers theory and hands-on-training including damage analysis, body repair and refinishing. The I-CAR enhanced delivery curriculum is used as a standard for classroom training that prepares students for I-CAR and ASE certification. Today's increasingly complex vehicle designs challenge students to develop and utilize the skills required to excel in this high demand job market.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

Students will be required to purchase tools and uniforms as needed throughout the course of the program. The approximate cost is \$300. Textbooks cost approximately \$125. Lab fees: Refer to individual course descriptions or consult the assistant chair for additional costs.

Ability to Benefit (ATB) Consideration

Students who do not have a standard high school diploma may be eligible for admission to this program if they meet the following criteria:

- Complete the Ability to Benefit (ATB) form available in admissions.
- Take the Test of Adult Basic Education (TABE) which measures reading, English and math skills, and achieve specified minimum scores.
- Meet with a counselor / advisor for placement test evaluation, advice on course selection and registration.

Program Specific Courses		Voc. Crs.	Sample Program of Study		Voc. Crs.
ARR 0121/0121L	Introduction to Refinishing and Lab	4.0	1st Semester		Voc. Crs.
ARR 0122/0122L	Auto Refinishing II and Lab	4.0	ARR 0121/0121L	Introduction to Refinishing and Lab	4.0
ARR 0123/0123L	Auto Refinishing III and Lab	4.0	ARR 0241/0241L	Introduction to Collision Repair and Lab	4.0
ARR 0241/0241L	Introduction to Collision Repair and Lab	4.0	ARR 0381/0381L	Introduction to Unibody and Frame and Lab	4.0
ARR 0242/0242L	Collision Repair II and Lab	4.0	2nd Semester		Voc. Crs.
ARR 0243/0243L	Collision Repair III and Lab	4.0	ARR 0122/0122L	Auto Refinishing II and Lab	4.0
ARR 0294/0294L	Electrical, Glass and Trim and Lab	4.0	ARR 0242/0242L	Collision Repair II and Lab	4.0
ARR 0381/0381L	Introduction to Unibody and Frame and Lab	4.0	ARR 0382/0382L	Unibody and Frame II and Lab	4.0
ARR 0382/0382L	Unibody and Frame II and Lab	4.0	3rd Semester		Voc. Crs.
ARR 0383/0383L	Unibody and Frame III and Lab	4.0	ARR 0243/0243L	Collision Repair III and Lab	4.0
ARR 0376/0376L	Advanced Vehicle Components and Lab	2.67	ARR 0122/0122L	Auto Refinishing II and Lab	4.0

ARR 0949	Cooperative Experience in Automotive Body Repair and Refinishing	4.0	ARR 0294/0294L	Electrical, Glass and Trim and Lab	4.0
			4th Semester		Voc. Crs.
			ARR 0376/0376L	Advanced Vehicle Components and Lab	2.67
			ARR 0383/0383L	Unibody and Frame III and Lab	4.0
			ARR 0949	Cooperative Experience in Automotive Body Repair and Refinishing	4.0
			Voc. Crs. TOTAL		46.67
			Contact Hrs. TOTAL		1400
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Job Prospects Employment opportunities in this 38 billion dollar per year industry far exceed the current number of qualified, trained technicians entering the collision repair field. Salaries Entry level salaries start at over \$20,000 a year, experienced technicians' earnings can exceed over \$100,000 a year with the average industry of approximately \$52,000 per year.	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
				CC2008-09	

Automotive Service Certificate
Vocational Credit Certificate - Code 1049

Jim Posick, Assistant Chair
(386) 506-4168 • posickj@daytonastate.edu

Stanley Sidor, Dean
(386) 506-3612 • sidors@daytonastate.edu

Program Description

The Automotive Service certificate program is a 35.00 vocational credit certificate program. The curriculum is designed to give students a combination of classroom and lab related activities. A "hands-on" approach to student learning is evident as students learn the safety aspects of automotive service and become proficient at automotive heating and air conditioning systems, automotive electrical and electronic systems, automotive systems, automotive steering, suspension and alignment, and automotive engine performance.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

Student should meet with the assistant chair for necessary tools and uniform information.

Additional Admission Requirements

- Ability to understand and follow specific directions.
- Ability to handle and operate all automotive equipment in a safe manner.
- A pre-admissions consultation with the assistant chair prior to registration is recommended.

Program Specific Courses		Voc. Crs.	Sample Program of Study		Voc. Crs.
AER 0499/0499L	Automotive Steering, Suspension and Alignment and Lab	5.0	1st Semester		
AER 0599/0599L	Automotive Brake Systems and Lab	5.0	AER 0499/0499L	Automotive Steering, Suspension and Alignment and Lab	5.0
AER 0697/0697L	Automotive Electrical and Electronic Systems and Lab	10.0	AER 0599/0599L	Automotive Brake Systems and Lab	5.0
AER 0759/0759L	Automotive Heating and Air Conditioning Systems and Lab	5.0	AER 0759/0759L	Automotive Heating and Air Conditioning Systems and Lab	5.0
AER 0897/0897L	Automotive Engine Performance and Lab	10.0	2nd Semester		Voc. Crs.
			AER 0697/0697L	Automotive Electrical and Electronic Systems and Lab	10.0
			AER 0897/0897L	Automotive Engine Performance and Lab	10.0
			Voc. Crs. TOTAL		35.0
			Contact Hrs. TOTAL		1050
				Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	

Automotive Machinist
(Performance Engine Technology Specialization)
 Vocational Credit Certificate - Code 1036

Roger Rowan , Department Chairperson
 (386) 506-4171 • rowanr@Daytonastate.edu

Stanley Sidor, Dean
 (386) 506-3612 • sidors@Daytonastate.edu

Program Description

This program prepares the student to become high performance engine builders. Students will learn fundamental motor building techniques. An emphasis is placed on the racing engine performance of many different fields. Students will demonstrate knowledge of safety, basic shop math, machining, welding, measurement, blueprint reading, tuning, electronics, fuel and ignition. Successful completion of this program should enable the student to find work in the motor sports industry.

Please Note: This program is pending approval for federal financial aid and state bright futures.

Approximate Additional Costs

- Lab Fees - Approx. \$250.

Admission Criteria

Students who do not have a standard high school diploma may be eligible for admission to this program if they meet the following criteria:

- Take the Test of Adult Basic Education (TABE) which measures reading, English and math skills, and achieve specified minimum scores.
- Meet with a counselor/advisor for placement test evaluation, advice on course selection and registration.

Ability to Benefit Eligibility

Students admitted to this program who achieve the ability to benefit level on the College Placement Exam (CPT) can receive student financial aid if eligible.

Program Specific Courses		Voc. Crs.	Sample Program of Study			
AER 0/L *	Shop Math, Safety and Blueprint Reading and Lab	2.0	1 st Semester (Fall)			Voc. Crs.
AER 0/L *	Basic Machining and Welding and Lab	3.0	AER 0/L	Shop Math, Safety and Blueprint Reading and Lab	2.0	
AER 0/L *	Engine Theory and Lab	3.0	AER 0/L	Basic Machining and Welding and Lab	3.0	
AER 0/L *	Engine Block Machining and Lab	3.0	AER 0/L	Engine Theory and Lab	3.0	
AER 0/L *	Cylinder Heads and Lab	3.0	AER 0/L	Engine Block Machining and Lab	3.0	
AER 0/L *	Engine Assembly and Testing and Lab	3.0	2 nd Semester(Spring)			Voc. Crs.
AER 0/L *	Performance Fuel Systems and Lab	3.0	AER 0/L	Cylinder Heads and Lab	3.0	
AER 0/L *	Performance Ignition Theory and Lab	3.0	AER 0/L	Engine Assembly and Testing and Lab	3.0	
AER 0/L *	Performance Electronics and Lab	3.0	AER 0/L	Performance Fuel Systems and Lab	3.0	
AER 0/L *	Custom Tuning Electronic Management and Lab	3.0	AER 0/L	Performance Ignition Theory and Lab	3.0	
AER 0/L *	High Performance Chassis and Brakes and Lab	3.0	3 rd Semester(Summer)			Voc. Crs.
*Pending assigned course numbers.			AER 0/L	Performance Electronics and Lab	3.0	

			AER 0/L	Custom Tuning Electronic Management and Lab	3.0
			AER 0/L	High Performance Chassis and Brakes and Lab	3.0
			Voc. Crs. TOTAL		32.0
			Contact Hrs. TOTAL		960
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09 - 7/08	

**Building Construction Technology
Vocational Credit Certificate - Code 1039**

Roger Rowan, Chair
(386) 506-4171 • rowanr@daytonastate.edu

Stanley Sidor, Dean
(386) 506-3612 • sidors@daytonastate.edu

Program Description

A program providing entry level training for beginning students in residential and commercial contracting skills. The certificate includes instruction in masonry, framing, flooring, roofing, siding, and interior and exterior finishing. The program will be integrated to include technical courses with significant hands on experience off campus (cooperative education experience). Partners for cooperative learning will include local general contractors, specialty contractors and construction companies. The certificate will create a skilled workforce based on the needs expressed by local construction companies.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

Textbooks cost approximately \$350.00. Lab fees: \$30.00 for each course, with exception to the two Co-op Work Experience courses.

Program Specific Courses		Voc Crs.	Sample Program of Study	
BCV 0020/02 05L	Tools, Safety and Pre-Construction Skills and Lab	3.0	First Year	
BCV 0050/ 0050L	Trade Career Path Introduction and Lab	3.0	1st Semester	Voc Crs
BCV 0103/ 0103L	Wood Products, Substitutes, Lumber and Building Materials and Lab	3.0	BCV 0020/ 0205L	Tools, Safety and Pre-Construction Skills and Lab 3.0
BCV 0110/ 0110L	Leveling Instruments, Site Preparation and Layout and Lab	3.0	BCV 0103/ 0103L	Wood Products, Substitutes, Lumber and Building Materials and Lab 3.0
BCV 0134/ 0134L	Foundation Formwork, Wall and Floor Framing and Lab	3.0	BCV 0110/ 0110L	Leveling Instruments, Site Preparation and Layout and Lab 3.0
BCV014 0/ 0140L	Roof Framing I and Lab	3.0	BCV 0140/ 0140L	Roof Framing I and Lab 3.0
BCV 0141/ 0141L	Roof Framing II and Timber Construction and Lab	3.0	2nd Semester	
BCV 0171/ 0171L	Interior Trim and Lab	3.0	BCV 0134/ 0134L	Foundation Formwork, Wall and Floor Framing and Lab 3.0
BCV 0173/ 0173L	Exterior Trim and Hardware Finishes and Lab	3.0	BCV 0141/ 0141L	Roof Framing II and Timber Construction and Lab 3.0
BCV 0921	Carpentry Co-op Work Experience I	4.0	BCV 0171/ 0171L	Interior Trim and Lab 3.0

BCV 0922	Carpentry Co-op Work Experience II	4.0	BCV 0173/ 0173L	Exterior Trim and Hardware Finishes and Lab	3.0
			Summer Semester- A Term		Voc. Crs.
			BCV 0921	Carpentry Co-op Work Experience I	4.0
			Summer Semester- B Term		Voc. Crs.
			BCV 0922	Carpentry Co-op Work Experience II	4.0
			Second Year		
			1st Semester		Voc. Crs.
			BCV 0050/ 0050L	Trade Career Path Introduction and Lab	3.0
			Voc. Crs. TOTAL		35.0
			Contact Hrs. TOTAL		1050
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
				CC2008-09	

**Help Desk Support Assistant
Vocational Credit Certificate – Code1021**

Timothy Pintello, Assistant Chair
(386) 789-7318 • pintelt@daytonastate.edu

Anindya Paul, Chairperson
(386) 506-3324 • paula@daytonastate.edu
<http://faculty.dbc.edu/computer>

Program Description

The program offers a broad foundation of knowledge and skills to prepare students for employment as an Information Technology Assistant and help Desk Support Assistant positions. The content includes instruction in software applications, electronic communication via the Internet, Web page components, professional performance, hardware installation, configuration and troubleshooting, customer service and human relations skills. This program helps students prepare for COMPTIA A+ hardware examination. In addition, some credit could be applied to the College Credit certificates and AS degrees.

Please Note: The length of this program makes it ineligible for federal and state financial aid.

Approximate Additional Costs

Consult assistant chair for approximate costs of textbooks, lab fees, and project fees.

Ability to Benefit (ATB) Consideration

Students who do not have a standard high school diploma may be eligible for admission to this program if they meet the following criteria:

- Complete the Ability to Benefit (ATB) form available in admissions.
- Take the Test of Adult Basic Education (TABE) which measures reading, English and math skills, and a specified minimum scores.
- Meet with a counselor / advisor for placement test evaluation, advice on course selection and registration.

Program Specific Courses		Voc. Crs.	Sample Program of Study		
EEV 0532/0532L	Computer Assembly and Set-up and Lab	4.0	1st Semester		Voc. Crs.
EEV 0542/0542L	Computer Software Applications and Lab	4.0	EEV 0532/0532L	Computer Assembly and Set-up and Lab	4.0
EEV 0539	Computer Repair Training	3.0	EEV 0542/0542L	Computer Software Applications and Lab	4.0
EEV 0938/0938L	Technical Career Exploration and Lab	4.0	2nd Semester		Voc. Crs.
			EEV 0938/0938L	Technical Career Exploration and Lab	4.0
			Internship Requirement		Voc. Crs.
			EEV 0539	Computer Repair Training	3.0
			Voc. Crs. TOTAL		15.0
			Contact Hrs. TOTAL		450
			Note: Sequence of courses may vary. Check course descriptions for requisite requirements.		
			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .		

Correctional Officer Recruit Training
Vocational Credit Certificate - Code 1050
(Limited Access Program)

Criminal Justice Training Center
(386) 506-3450
Sheila Ellison, Assistant Chair
(386) 506-3882 • ellisos@daytonastate.edu

Louie Mercer, Director
(386) 506-3171 •
mercerlo@daytonastate.edu

Program Description

The program is designed for the student who intends to become a correctional officer. Students learn the tasks, duties and responsibilities of a correctional officer. Florida statute requires this certificate of completion for certification as a correctional officer. Job title: Correctional Officer.

This program is certified by the Criminal Justice Standards and Training Commission, Florida Department of Law Enforcement.

Graduates of the program are eligible to take the Florida Department of Law Enforcement Examination for Correctional Certification/Employment.

Please Note: *The length of this program makes it ineligible for federal and state financial aid.*

Approximate Additional Costs

- Lab Fees – \$225
- Physical Exam – \$150 to \$250
- Textbooks/Equipment/Uniforms – \$250
- State Exam – \$100

Additional Admission Requirements

- Complete a Criminal Justice Training Center Application.
- Completion of the Basic Abilities Test (BAT) and score a minimum of 72%.
- Completion of the Test for Adult Basic Education (TABE) and score a minimum of 10.0 on each section.
- Must attend the Criminal Justice Training Center Orientation.
- Satisfactory results of a Florida Department of Law Enforcement background check.
- Must be able to meet minimum standards for the Florida Department of Law Enforcement as set forth in Florida Statute 943.
 - Be at least 19 years of age prior to graduation of program.
 - Be a citizen of the United States.
 - High school diploma or GED.
 - Not have been convicted of any felony, domestic violence or of a misdemeanor involving perjury or false statement. Any person who after July 1, 1981, pleads guilty or nolo-contendere to, or is found guilty of a felony or of a misdemeanor involving perjury or false statement shall not be eligible for employment or appointment as an officer, notwithstanding suspension of sentence or withholding of adjudication.
 - Never have received a dishonorable discharge from any of the Armed Forces of the United States.
 - Be of good moral character.
 - **Currently** possess a **valid** Driver's License.
- Must be able to pass a physical examination by a licensed physician to include an EKG and drug screen.
- Students will be held accountable for the policy and procedures of the Criminal Justice Training Center program as outlined in the CJTC student policy/rule book, as well as the college student handbook.
- Students will be required to wear uniforms.

Program Specific Courses		Voc. Crs.	Sample Program of Study		
CJK 0031C	CMS First Aid for Criminal Justice Officers	1.33	1 st Semester		Voc. Crs.
CJK 0040C	CMS Criminal Justice Firearms	2.67	CJK 0031C	CMS First Aid for Criminal Justice Officers	1.33

CJK 0551	CMS Criminal Justice Defensive Tactics	2.67	CJK 0040C	CMS Criminal Justice Firearms	2.67
CJK 0480	Emergency Preparedness	.87	CJK0551	CMS Criminal Justice Defensive Tactics	2.67
CJD 0750	Corrections Interpersonal Skills II	1.67	CJK 0480	Emergency Preparedness	.87
CJD 0752	Correctional Operations	2.13	CJD 0750	Corrections Interpersonal Skills II	1.67
CJD 0770	Corrections	1.53	CJD 0752	Correctional Operations	2.13
CJK 0271	Corrections Legal II	.73	CJD 0770	Corrections	1.53
CJK 0272	Corrections Communications	1.40	CJK 0271	Corrections Legal II	.73
CJD 0773	Corrections Interpersonal Skills I	2.07	CJK 0272	Corrections Communications	1.40
CJK 0280	Criminal Justice Officer Physical Fitness Training	1.33	CJD 0773	Corrections Interpersonal Skills I	2.07
			CJK 0280	Criminal Justice Officer Physical Fitness Training	1.33
			Voc. Crs. TOTAL		18.40
			Contact Hrs. TOTAL		552
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				<p>Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.</p>	
				CC2008-09	

Correctional Probation Officer Academy
Vocational Credit Certificate - Code 1031
(Limited Access Program)

Criminal Justice Training Center
(386) 506-3450

Sheila Ellison, Assistant Chair
(386) 506-3882 • ellisos@daytonastate.edu

Louie Mercer, Director
(386) 506-3171

mercero@daytonastate.edu

Program Description

This program is designed for the student who intends to become a Correctional Probation Officer. Students learn tasks, duties and responsibilities of a Correctional Probation Officer. Florida Statute requires this certificate of completion for certification as a Correctional Probation Officer. Job title: Correctional Probation Officer.

This program is certified by the Criminal Justice Standards and Training Commission, Florida Department of Law Enforcement.

Please Note: The length of this program makes it ineligible for federal and state financial aid.

Approximate Additional Costs

- Lab Fees – \$75
- Physical Exam – \$150 to \$200
- Textbooks – \$75
- State Exam – \$100

Additional Admission Requirements

1. Complete a Criminal Justice Training Center Application.
2. Completion of the Basic Abilities Test (BAT) and score a minimum of 70%.
3. Must attend the Criminal Justice Training Center Orientation.
4. Satisfactory results of a Florida Department of Law Enforcement background check.
5. Must be able to meet minimum standards for the Florida Department of Law Enforcement as set forth in Florida Statute 943.
 - a. Be at least 19 years of age prior to graduation of program.
 - b. Be a citizen of the United States.
 - c. High school diploma or GED.
 - d. Not have been convicted of any felony, domestic violence or of a misdemeanor involving perjury or false statement. Any person who after July 1, 1981, pleads guilty or nolo-contendere to, or is found guilty of a felony or of a misdemeanor involving perjury or false statement shall not be eligible for employment or appointment as an officer, notwithstanding suspension of sentence or withholding of adjudication.
 - e. Never have received a dishonorable discharge from any of the Armed Forces of the United States.
 - f. Be of good moral character.
 - g. **Currently** possess a **valid** Driver's License.
6. Must be able to pass a physical examination by a licensed physician to include an EKG and drug screen.
7. For Correctional Probation Only: Must possess a Bachelor's Degree or be in the final semester.
8. Students will be held accountable for the policy and procedures of the Criminal Justice Training Center program as outlined in the CJTC student policy/rule book, as well as the college student handbook.
9. Students will not be required to wear uniforms.

Program Specific Courses		Voc. Crs.	Sample Program of Study	
CJK 0790	Correctional Probation Legal	1.90	CJK 0790	Correctional Probation Legal 1.90
CJK 0793	Correctional Probation Interpersonal Communication Skills	1.47	CJK 0793	Correctional Probation Interpersonal Communication Skills 1.47
CJK 0273	Correctional Probation Caseload Management	1.33	CJK 0273	Correctional Probation Caseload Management 1.33

CJK 0274	Correctional Probation Supervision	2.93	CJK 0274	Correctional Probation Supervision	2.93
CJK 0275	Correctional Probation Investigations	1.30	CJK 0275	Correctional Probation Investigations	1.30
CJK 0276	Correctional Probation Management Information Systems	.9	CJK 0276	Correctional Probation Management Information Systems	.9
CJK 0051	CMS Criminal Justice Defensive Tactics	2.67	CJK 0051	CMS Criminal Justice Defensive Tactics	2.67
CJK 0031C	CMS First Aid for Criminal Justice Officers	1.33	CJK 0031C	CMS First Aid for Criminal Justice Officers	1.33
CJK 0255	CMS Correctional Probation Firearms	.53	CJK 0255	CMS Correctional Probation Firearms	.53
CJK 0281	Criminal Justice Officer Physical Fitness Training	1.13	CJK 0281	Criminal Justice Officer Physical Fitness Training	1.13
			Voc. Crs. TOTAL		15.50
			Contact Hrs. TOTAL		465
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Cosmetology & Nails Specialty Vocational Credit Certificate - Code 1084					
Louise King, Assistant Chair (386) 506-4452 • kingl@daytonastate.edu			Stanley Sidor, Dean (386) 506-3612 • sidors@daytonastate.edu		
Program Description The program provides the student with the technical knowledge and skills necessary for entry-level employment in the cosmetology field. The curriculum incorporates the industry's most advanced training and educational systems. Students learn state of the art techniques for cutting, styling, creative hair coloring, skin care treatment and much more. Specialized classroom activities include intensive studies of cosmetology law, ethics, cosmetic chemistry, hair styling, manicure/pedicure, salon management and other information related to the occupation. Skill and technical knowledge are acquired through planned, supervised lab activities. Students use hair mannequins to perform initial exercises and perform cosmetic services upon clients in the college salon. Job title: Hairdresser. Please Note: This program is eligible for federal financial aid and state bright futures. Approximate Additional Costs <ul style="list-style-type: none"> Textbooks - \$223.50 plus tax Lab Fees - Refer to individual catalog descriptions for lab fee requirements. Additional Admission Requirements <ul style="list-style-type: none"> Students must meet with the Cosmetology assistant chair or dean prior to enrolling in this program. Ability to Benefit (ATB) Consideration Students who do not have a standard high school diploma may be eligible for admission to this program if they meet the following criteria: <ol style="list-style-type: none"> Complete the ability to benefit (ATB) form available in admissions. Take the Test of Adult Basic Education (TABE) which measures reading, English and math skills, and achieve specified minimum scores. Meet with a counselor/advisor for placement test evaluation, advice on course selection and registration. 			Nails Specialty Vocational Credit Certificate -Code 1044 Louise King, Assistant Chair (386) 506-4452 • kingl@daytonastate.edu Cosmetology Department (386) 506-3319 Program Description The course/program meets the requirements of the Florida State Board of Cosmetology to prepare the student for the state board examination in the area of nail technician. Job titles: <i>Nail Technician, Nail Specialist.</i> Please Note: The length of this program makes it ineligible for federal and state financial aid. Approximate Additional Costs <ul style="list-style-type: none"> Textbooks – \$85 plus tax Lab Fees - Refer to individual catalog descriptions for lab fee requirements. Additional Admission Requirements Students must meet with the Cosmetology assistant chair prior to enrolling in this program. Program Specific Course Voc. Crs. CSP 0010/0010L Nail Care Specialty – Cosmetology and Lab 8.0 Credit Hrs. TOTAL.....8.0 Contact Hrs. TOTAL.....240		
Program Specific Courses		Voc. Crs.			
COS 0080/0080L	Cosmetology I and Lab	8.0			
COS 0081/0081L	Cosmetology II and Lab	8.0			

COS 0082/ 0082L	Cosmetology III and Lab	8.0			
COS 0083/ 0083L	Cosmetology IV and Lab	8.0			
COS 0084/ 0084L	Cosmetology V and Lab	8.0			
Sample Program of Study					
1st Semester		Voc. Crs.			
COS 0080/ 0080L	Cosmetology I and Lab	8.0			
COS 0081/ 0081L	Cosmetology II and Lab	8.0			
2nd Semester		Voc. Crs.			
COS 0082/ 0082L	Cosmetology III and Lab	8.0			
COS 0083/ 0083L	Cosmetology IV and Lab	8.0			
Summer Semester		Voc. Crs.			
COS 0084/ 0084L	Cosmetology V and Lab	8.0			
Voc. Crs. TOTAL		40			
Contact Hrs. TOTAL		1,200			
	<i>Note: Sequence of courses may vary. Check course descriptions for prerequisite requirements.</i>				
			<p>Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.</p>		
			CC2008-09		

**Culinary Operations - Baking and Pastry Specialization
Vocational Credit Certificate - Code 1034**

Jeff Conklin, Assistant Chair
(386) 506-3735 • conkljj@daytonastate.edu

David Weir, Interim Chair
(386) 506-3971 * weird@daytonastate.edu

Program Description

This program covers the principles and techniques of preparing lean breads, multi-grain breads, bagels, pretzels, and seasonal and flat breads. Special emphasis will be placed on regional and ethnic breads, and handling grains and specialty breads; mixing, shaping and finishing. Additionally, desserts, cakes and petit fours as well as basic pastry and advanced pastry methods will be covered. Retail and Wholesale Bakeshop planning, production, budgeting will be covered. The capstone areas of Chocolate, Pastillage and Sugar work will be covered in the final phase of the program.

Please Note: This program is pending approval for federal and state financial aid.

Approximate Additional Costs

Lab Fees: \$150.00 per course.

Program Specific Courses		Voc. Crs.	Sample Program of Study	
FSS 0070	Artisan Breads	2.5	1st Semester	Voc. Crs.
FSS 0071	Cakes and Petit Fours	2.5	FSS 0070	Artisan Breads
FSS 0072	Dessert Production and Presentation	2.5	FSS 0071	Cakes and Petit Fours
FSS 0291	Chocolate and Pastillage and Sugar	2.5	HMV 0103	Pastry I
HMV 0103	Pastry I	2.5	HMV 0104	Advanced Pastry
HMV 0104	Advanced Pastry	2.5	2nd Semester	Voc. Crs.
HMV 0145	Wholesale Bakeshop Production	2.5	FSS 0072	Dessert Production and Presentation
HMV 0146	Retail Bakeshop Production	2.5	FSS 0291	Chocolate and Pastillage and Sugar
			HMV 0145	Wholesale Bakeshop Production
			HMV 0146	Retail Bakeshop Production
			Voc. Crs. Total	20.0
			Contact Hrs. Total	600
			Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
			CC2008-09 - 5/08	

Dental Assisting
Vocational Credit Certificate - Code 1048
(Limited Access Program)

Mary Ann Pietras Assistant Chair
 (386) 506-3758 • pietram@daytonastate.edu

Pamela Ridilla, Chairperson
 (386) 785-2093 • ridillp@daytonastate.edu

Program Description

This program teaches students to pass and receive dental instruments; expose, process and mount radiographs; provide oral health care instructions; mix various dental materials; maintain patient records and order supplies; manage recall systems; prepare instruments for sterilization; and acquire knowledge of infection control practices. Dental assistants are professional members of the dental health team who can perform minor laboratory and basic business office procedures. The Dental Assisting Program is accredited by the American Dental Association's Commission on Dental Accreditation, a specialized accrediting body recognized by the United States Department of Education. The Commission can be contacted at (312) 440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611. Job titles: Dental Assistant, Dental Receptionist.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

Textbooks, uniforms, graduation fee and Dental Assisting National Board Examination – \$2,000.

Additional Admission Requirements

- Score on the placement test for vocational certificate programs (TABE) indicating reading, language, and math skills at a 10th grade level or higher.
- Recommend taking a course in basic computer skills as well as general biology or anatomy and physiology before entering the program (if these courses were not taken previously in high school).
- Submit completed Department of Dental Science application to the Academic Advisor in the School of Health, Human, and Public Services.
- Selection is made once per year based on the date of the Department of Dental Science Application. **This is based on first come, first served.**
- Completion of health screening to include: recent physical examination; verification of immunization against tetanus-diphtheria, measles, mumps, rubella and Hepatitis B; and negative test for tuberculosis.
- Basic Life Support (BLS) certification for the Health Care Provider through the American Heart Association or the American Red Cross **before** entering the program.
- Florida Department of Law Enforcement (FDLE) background checks must be completed **prior** to the first day of class. Final program acceptance contingent upon satisfactory results of the FDLE screening.
- All program general education and dental assisting courses must be completed with a grade of "C" or better.
- OST 1330 Business English is an acceptable prerequisite course for SPC 2600 Oral Communication/Research/Presentation Skills and INP 1390 Human relations in the Workplace for this program.
- Students will be held accountable for the policy and procedures of the dental assisting program as outlined in the dental assisting student policy handbook, as well as the college student handbook.

General Education Course		Sem. hrs.	Sample Program of Study	
SPC 2600#	Oral Communication/Research/Presentation Skills	3	1 st Semester (Fall)	Sem. hrs.
# Course requires a pre or corequisite. See course description in the current college catalog.			OST 1330 Business English	3

Program Specific Courses		Sem. hrs.			Voc. Crs.
OST 1330	Business English	3	DEA 0000	Introduction to Dental Assisting	1.0
HSC 1000	Introduction to Health Care	3	DEA 0020/0020L	Chairside Assisting I and Lab	3.5
INP 1390	Human Relations in the Workplace	3	DEA 0130	Biomedical Science	2.0
		Voc. Crs.	DES 0000	Dental Anatomy and Physiology	1.0
DEA 0000	Introduction to Dental Assisting	1.0	DES 0100/0100L	Dental Materials and Laboratory Procedures	3.0
DEA 0020/0020L	Chairside Assisting I and Lab	3.5	DES 0200/0200L	Dental Radiology and Lab	3.0
DEA 0130	Biomedical Science	2.0	2nd Semester (Spring)		Sem. hrs.
DEA 0801/0801L	Chairside Assisting II and Lab	3.5	INP 1390	Human Relations in the Workplace	3
DEA 0850L	Externship I	8.0	SPC 2600	Oral Comm./Research/Presentation Skills	3
DEA 0851L	Externship II	8.0			Voc. Crs.
DES 0000	Dental Anatomy and Physiology	1.0	DEA 0801/0801L	Chairside Assisting II and Lab	3.5
DES 0100/0100L	Dental Materials and Laboratory Procedures	3.0	DEA 0850L	Externship I	8.0
DES 0200/0200L	Dental Radiology and Lab	3.0	DES 0502	Practice Management	1.0
DES 0502	Practice Management	1.0	DES 0840	Preventive Dentistry and Nutrition	1.0
DES 0840	Preventive Dentistry and Nutrition	1.0	Summer Semester(Term A - Six Weeks)		Sem. hrs.
			HSC 1000	Introduction to Health Care	3
					Voc. Crs
			DEA 0851L	Externship II	8.0
			Sem. hrs. TOTAL		12
			Voc. Crs. TOTAL		35.0
			Contact Hrs. TOTAL		1230
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	

Law Enforcement Recruit Training
Vocational Credit Certificate - Code 1051
(Limited Access Program)

Criminal Justice Training Center

(386) 506-3450

Sheila Ellison, Assistant Chair

(386) 506-3882 • ellisos@daytonastate.edu

Louie Mercer, Director

(386) 506-3171 • mercerlo@daytonastate.edu

Program Description

The program is designed for the student who intends to become either a full-time or part-time police officer. Students learn the tasks, duties and responsibilities of law enforcement officers to prevent and detect crime and to enforce the criminal, non-criminal and traffic laws of the state. Florida statute requires this certificate of completion for certification as a law enforcement officer. Job title: Police Officer.

This program is certified by the Criminal Justice Standards and Training Commission, Florida Department of Law Enforcement.

Graduates of the program are eligible to take the Florida Department of Law Enforcement examination for police officer certification/employment.

Please Note: *This program is eligible for federal financial aid and state bright futures.*

Approximate Additional Costs

- Lab Fees – \$500
- Physical Exam – \$150 to \$250
- Equipment/Uniforms/Books – \$1200
- State Exam – \$100

Additional Admission Requirements

- Complete a Criminal Justice Training Center Application.
- Completion of the Basic Abilities Test (BAT) and score a minimum of 79%
- Completion of the Test for Adult Basic Education (TABE) and score a minimum of 10.0 on each section (this does not apply to Correctional Probation).
- Must attend the Criminal Justice Training Center Orientation.
- Satisfactory results of a Florida Department of Law Enforcement background check.
- Must be able to meet minimum standards for the Florida Department of Law Enforcement as set forth in Florida Statute 943.
 - Be at least 19 years of age prior to graduation of program.
 - Be a citizen of the United States.
 - High school diploma or GED.
 - Not have been convicted of any felony, domestic violence or of a misdemeanor involving perjury or false statement. Any person who after July 1, 1981, pleads guilty or nolo-contendere to, or is found guilty of a felony or of a misdemeanor involving perjury or false statement shall not be eligible for employment or appointment as an officer, notwithstanding suspension of sentence or withholding of adjudication.
 - Never have received a dishonorable discharge from any of the Armed Forces of the United States.
 - Be of good moral character.
 - **Currently** possess a **valid** Driver's License.
- Must be able to pass a physical examination by a licensed physician to include an EKG and drug screen.
- Students will be required to wear uniforms.
- Students will be held accountable for the policy and procedures of the Criminal Justice Training Center program as outlined in the CJTC student policy/rule book, as well as the college student handbook.

Program Specific Courses		Voc. Crs.	Sample Program of Study			Voc. Crs.
CJK 0007	Introduction to Law Enforcement	.37				
CJK 0008	Legal	2.30	CJK 0007	Introduction to Law Enforcement		.37
CJK 0017	Law Enforcement Communications	2.53	CJK 0008	Legal		2.30
CJK 0011	Human Issues in Law Enforcement	1.33	CJK 0017	Law Enforcement Communications		2.53
CJK 0061	Law Enforcement Patrol I	1.93	CJK 0011	Human Issues in Law Enforcement		1.33
CJK 0062	Law Enforcement Patrol II	1.33	CJK 0061	Law Enforcement Patrol I		1.93
CJK 0076	Crime Scene Investigations	.80	CJK 0062	Law Enforcement Patrol II		1.33
CJK 0071	Criminal Investigations	1.87	CJK 0076	Crime Scene Investigations		.80
CJK 0081	Law Enforcement Traffic Stops	1.60	CJK 0071	Criminal Investigations		1.87
CJK 0086	Law Enforcement Traffic Crash Investigations	1.07	CJK 0081	Law Enforcement Traffic Stops		1.60
CJK 0020	CMS Law Enforcement Vehicle Operations	1.60	CJK 0086	Law Enforcement Traffic Crash Investigations		1.07
CJK 0031C	CMS First Aid for Criminal Justice Officers	1.33	CJK 0020	CMS Law Enforcement Vehicle Operations		1.60
CJK 0040C	CMS Criminal Justice Firearms	2.67	CJK 0031C	CMS First Aid for Criminal Justice Officers		1.33
CJK 0551	CMS Criminal Justice Defensive Tactics	2.67	CJK 0040C	CMS Criminal Justice Firearms		2.67
CJK 0422	Dart-Firing Stun Gun	.27	CJK 0551	CMS Criminal Justice Defensive Tactics		2.67
CJK 0096	Criminal Justice Officer Physical Fitness Training	2.00	CJK 0422	Dart-Firing Stun Gun		.27
			CJK 0096	Criminal Justice Officer Physical Fitness Training		2.00
			Voc. Crs. TOTAL			25.67
			Contact Hrs. TOTAL			770
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>		
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.		

Fire Fighter II
Vocational Credit Certificate - Code 1056
(Limited Access Program)

Teresa Campbell, Senior Staff Assistant
(386) 506-3693 campbet@daytonastate.edu

Louie Mercer, Director
(386) 506-3693 • mercerlo@daytonastate.edu

Program Description

This program prepares students with the fundamental knowledge and skills necessary to safely and dependably perform fire-rescue duties during emergency and non-emergency response situations. Students learn the tasks, duties and responsibilities of a firefighter in accordance with NFPA Standard 1001 and Florida State Statute 633. This program may be presented as a two-part series, where those completing the first section (160 contact hours) may apply to take a state examination for obtaining a certificate for serving in the capacity of a volunteer firefighter (Fire Fighter I). Students desiring to obtain a State of Florida, Firefighter Certificate of Compliance (Fire Fighter II) must successfully complete both parts as a unit (450 contact hours). They may then participate in the written and practical examinations administered by the state. This certification is required for employment as a firefighter. The Fire Apparatus Operator program is certified through the Florida Fire College. Job titles: Volunteer Fire Fighter, Career Fire Fighter.

Please Note: The length of this program makes it ineligible for federal and state financial aid.

Approximate Additional Costs

- Lab Fees – \$150 per course
- Uniforms, books and supplies – \$300
- Personal Protective Equipment – \$500
- State Fee – \$94

Additional Admission Requirements

- Must apply for admission to Daytona State College.
- Must take TABE – students need one attempt of test to enter fire academy and must have 10.0 in each of the three sections
- before completion of the fire academy.
- Must complete fire academy application.
 - Includes physical exam and 12-lead EKG.
- Must be at 18 years of age before completion of the fire academy.
- Must have a high school diploma or GED.
- Must not currently be on probation.
- Must have no felony convictions.
- Must successfully complete a state-required criminal background check.
- Must meet state requirements for vision and hearing.
- Must complete a physical skills assessment (Agility Test) prior to acceptance into the fire academy.
- Must complete a Fire Academy Orientation.
- Must order classroom uniforms.
- Must rent firefighter bunker gear.
- Must purchase textbooks and classroom supplies/materials.
- Must register for the fire academy and pay tuition and lab fees.
- Must follow the rules and regulations of the fire academy as outlined in the Student Handbook, as well as the college student handbook.
- Must not have used tobacco products (cigarettes, snuff, chewing tobacco, etc.) for one year prior to employment at a fire service agency.

Program Specific Courses		Voc. Crs.	Sample Program of Study		
FFP 0010	Firefighter I	7.5			Voc. Crs.
FFP 0020	Firefighter II	7.5	FFP 0010	Firefighter I	7.5
			FFP 0020	Firefighter II	7.5

				FFP 0010 is a corequisite to FFP 0020. Both courses must be taken together to become eligible for the state certification examination.	
			Voc. Crs. TOTAL		15.0
			Contact Hrs. TOTAL		450
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Fire Apparatus Operator
Vocational Credit Certificate - Code 1057
(Limited Access Program)

Teresa Campbell, Senior Staff Assistant
(386) 506-3693 • campbet@daytonastate.edu

Louie Mercer, Director
(386) 506-3693 • mercerlo@daytonastate.edu

Program Description

The program prepares firefighters to become fire department apparatus driver-operators and pump operators. Students will learn fundamental driving techniques, laws regarding operation of emergency vehicles, apparatus and pump design, maintenance and testing, pump theory, and pump procedures and basic hydraulics. Students will demonstrate this knowledge through hands-on exercises. Students successfully completing this program will be eligible to apply for and take a state examination for obtaining a state pump operator certificate. The Fire Apparatus Operator program is certified through the Florida Fire College. Job titles: Fire Apparatus Operator, Driver-Engineer.

Note: A continuing education course is available for firefighters who have successfully completed the Apparatus Operator option and who require additional training in Aerial Apparatus operation. Students should contact the Fire Science Department for additional information on this course.

Please Note: The length of this program makes it ineligible for federal and state financial aid.

Approximate Additional Costs

- Lab Fee – \$25

Additional Admission Requirements

- Must apply for admission to Daytona State.
- Must take TABE – students need one attempt of test to enter program and must have a 10.0 in each of the three sections before completion of the program.
- Must have a current valid Class “D” Florida driver’s license with an “E” endorsement.
- Must be able to operate vehicles with a standard transmission.
- Must have completed a state-approved Firefighter I program (as a minimum) or possess a valid Florida Firefighter Certificate of Compliance.
- Must be a member of an organized fire department.
- Must register for the courses and pay the tuition and lab fees.
- Must purchase textbooks and a calculator with a square root function key.
- Must follow the rules and regulations as outlined in the college student handbook.

Program Specific Courses		Voc. Crs.	Sample Program of Study		
FFP 0361	Hydraulics and Water Distribution Systems	1.33	Prerequisite Course		Voc. Crs.
FFP 0360	Fire Apparatus Operations	1.34	FFP 0010	Firefighter I	7.5
			1 st Semester		Voc. Crs.
			FFP 0361	Hydraulics and Water Distribution Systems	1.33
			FFP 0360	Fire Apparatus Operations	1.34
			Note: FFP 0360 is a corequisite to FFP 0361. Both courses must be taken together (Hydraulics first, followed by Apparatus Operations) in order to successfully complete the Apparatus Operator Option and to apply for the state certification examination.		

			Voc. Crs. TOTAL		10.17
			Contact Hrs. TOTAL		305
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Massage Therapy
(Day and Evening Program)
Vocational Credit Certificate - Code 1024
(Limited Access Program)

Tassa Simmons, Assistant Chair
(386) 506-3185, simmonl@daytonastate.edu

Dr. Linda Miles, Assistant Dean
Allied Health Department
(386) 506-3189

Program Description

This program is designed to provide students with the knowledge and skills in Massage Therapy so they may be prepared to take the National Certification Examination for Therapeutic Massage and Bodywork. This is required for licensure in the state of Florida as well as several other states. Areas to be covered in the program are: Anatomy and Physiology, History of Massage, Hydrotherapy, Allied Modalities, Theory and Practicum, Florida Statutes, Professional Ethics, Pathology, Professional and Personal Development, Medical Errors and HIV/AIDS training. Students must obtain and provide proof of BLS training before graduation. Job Title: Massage Therapist.

Please Note: This program is eligible for federal financial aid and state bright futures.

Additional Admission Requirements

- Attend mandatory program orientation.
- High school diploma or equivalent (GED).
- Must be 18 years of age or older.
- Scores on the dbc placement test for vocational programs which indicate language, reading, and arithmetic ability at the 10th grade level or above.
- Submit completed application to the Allied Health Department.
- Applications are only accepted May 1 - 31.
- Selection is made once per year based on the date of the Allied Health Department application. **This is based on first come, first served.**

Program Specific Courses		Voc. Crs.	Sample Program of Study		Voc. Crs.
HSC 0005	Healthcare Concepts for the Massage Therapist	3.0	1st Semester (Fall)		
MSS 0156	Anatomy and Physiology for Massage Therapist I	2.5	HSC 0005	Healthcare Concepts for the Massage Therapist	3.0
MSS 0157	Anatomy and Physiology for Massage Therapist II	2.5	MSS 0156	Anatomy and Physiology for Massage Therapist I	2.5
MSS 0215	Statutes/Rules and Ethics	.33	MSS 0283	Allied Modalities I	1.7
MSS 0274	Pathology Related to Massage Therapy	1.5	MSS0215	Statutes/Rules and Ethics	.33
MSS 0283	Allied Modalities I	1.7	MSS0803/0803L	Massage Theory and Clinical Practicum I and Lab	5.3
MSS 0284	Allied Modalities II	1.7	2nd Semester (Spring)		Voc. Crs..
MSS 0315	Theory and Practice of Hydrotherapy	.67	MSS 0157	Anatomy and Physiology for Massage Therapist II	2.5
MSS 0601	Personal and Professional Development	.5	MSS 0601	Personal and Professional Development	.5
MSS 0803/0803L	Massage Theory and Clinical Practicum I and Lab	5.3	MSS 0274	Pathology Related to Massage Therapy	1.5
MSS 0804/0804L	Massage Theory and Clinical Practicum II and Lab	5.3	MSS 0284	Allied Modalities II	1.7
			MSS0804/0804L	Massage Theory and Clinical Practicum II and Lab	5.3
			MSS 0315	Theory and Practice of Hydrotherapy	.67

			Voc. Crs. TOTAL		25.0
			Contact Hrs. TOTAL		750
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Medical Assisting
Vocational Credit Certificate - Code 1023
(Limited Access Program)

Tammy Mottler, Assistant Chair
(386) 506-3215 • mottlet@daytonastate.edu

Dr. Linda Miles, Assistant Dean
Allied Health Department
(386) 506-3189

Program Description

The program provides students with training in the multi-skilled field of medical assisting. Students are prepared to assist in all aspects of medical practice, including administrative and clinical skills, under the supervision of a physician. Instruction covers terminology, anatomy and physiology, coding, pharmacology, medical office laboratory procedures, diet and nutrition and radiography. Clinical experiences will be provided in physician offices, ambulatory care centers and clinics. Job title: Medical Assistant.

The Medical Assisting Program is accredited by the Commission on Accreditation of Allied Health Education Programs upon the recommendation of the Curriculum Review Board of the American Association of Medical Assistants Endowment (CRB.AAMAE). Information may be obtained from CAAHEP, 1361 Park Street, Clearwater, FL 33756; (727) 210-2350 and AAMAE, 20 N. Wacker Dr., Ste. 1575, Chicago, IL 60606; (312) 899-1500.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

- Lab Fees - \$68.50
- Textbooks - \$175
- Uniforms – \$125
- Laboratory Supplies – \$60
- Graduation Fee – \$10
- FDLE Background Screening - \$23
- Certification Exam Fee - \$95

Additional Admission Requirements

- High School Diploma or equivalent (GED)
- Scores on the Daytona State College placement test for vocational programs which indicate language, reading, and arithmetic ability at the 10th grade level or better.
- Submit completed application to the Allied Health Department.
- Applications are accepted anytime during the year.
- Selection is made once per year based on the date of the Allied Health Department application. **This is based on first come, first served.**
- Florida Department of Law Enforcement (FDLE) Background check must be completed prior to the first day of class. Final program acceptance contingent upon satisfactory results of the FDLE screening.
- Basic Cardiac Life Support for Health Care Provider and AED through American Heart Association or American Red Cross.

Program Specific Courses		Voc. Crs.	Sample Program of Study		
MEA 0005	Introduction to Medical Assisting Fundamentals	4.03	1st Semester(Fall)		Voc. Crs.
MEA 0230/0230L	Medical Terminology for Medical Assisting and Lab	4.0	MEA 0005	Introduction to Medical Assisting - Fundamentals	4.03
MEA 0231/0231L	Anatomy and Physiology for Medical Assisting and Lab	6.0	MEA 0230/0230L	Medical Terminology for Medical Assisting and Lab	4.0
MEA 0242/0242L	Pharmacology for Medical Assisting and Lab	4.0	MEA 0231/0231L	Anatomy and Physiology for Medical Assisting and Lab	6.0
MEA 0204/0204L	Clinical Procedures for Medical Assisting and Lab	5.0	MEA 0204/0204L	Clinical Procedures for Medical Assisting and Lab	5.0

MEA 0256/0265L	Laboratory Procedures for Medical Assisting and Lab	6.3	2nd Semester(Spring)		<i>Voc. Crs.</i>
MEA 0258/0258	Radiology for Medical Assisting and Lab	2.0	MEA 0242/0242L	Pharmacology for Medical Assisting and Lab	4.0
MEA 0310/0310L	Clerical Procedures for Medical Assisting and Lab	4.0	MEA 0310/0310L	Clerical Procedures for Medical Assisting and Lab	4.0
MEA 0801	Externship for Medical Assisting	8.0	MEA 0256C/0265L	Laboratory Procedures for Medical Assisting and Lab	6.3
MEA 0310/0310L	Clerical Procedures for Medical Assisting and Lab	4.0	MEA 0258/0258	Radiology for Medical Assisting and Lab	2.0
			Summer Semester		<i>Voc. Crs.</i>
			MEA 0801	Externship for Medical Assisting	8.0
			Voc. Crs. TOTAL		43.33
			Contact Hrs. TOTAL		1300
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
				CC2008-09	

**Nurse Aide and Orderly
Vocational Credit Certificate - Code 1027**

Sheryl Gray, Assistant Chair
(386) 506-3726 • grays@daytonastate.edu

Dr. Linda Miles, Chairperson
(386) 506-3823 • milesl@daytonastate.edu

Program Description

The program is designed for the student seeking employment as a nurse's aide in a long-term care facility or adult living facility under the supervision of a licensed nurse. Clinical experience is provided at local long-term care facilities. Job title: Nursing Assistant.

Please Note: The length of this program makes it ineligible for federal and state financial aid.

Approximate Additional Costs

- Tuition – \$332.09
- Lab Fees (including liability insurance) – \$22
- Textbook/Workbook Combo and Syllabus – \$68.20
- Uniform – \$35
- Laboratory Supplies – \$33.33
- NACEP Exam – \$126 for resident residing in FL longer than 5 years; \$150 for those living in FL less than 5 years

Additional Admission Requirements

- Score on the dbc Placement Test for vocational programs which indicate language and reading ability at the 7th grade level and arithmetic ability at the 6th grade level or better.
- Completion of health screening to include: verification of immunization against tetanus, measles, mumps, rubella and Hepatitis "B"; and negative test for tuberculosis.
- Satisfactory results of a Florida Department of Law Enforcement background check.
- Basic Cardiac Life Support (BLS) certification for healthcare providers to include adults, infant, children, and automatic external defibrillator (AED) affiliated with the American Heart Association or the American Red Cross.

Program Specific Courses		Voc. Crs.	Program Specific Courses		Voc. Crs.
HCP 0100/0100L	Nurse Aide and Orderly	5.5	1 st Semester		
			HCP 0100/0100L	Nurse Aide and Orderly	5.5
			Voc. Crs. TOTAL		5.5
			Contact Hrs. TOTAL		165
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
				CC2008/09	

Patient Care Assistant
Vocational Credit Certificate - Code 1076

Sheryl Gray, Assistant Chair
 (386) 506- 3726 • grays@daytonastate.edu

Dr. Linda Miles, Chairperson
 (386) 506-3823 • milesl@daytonastate.edu

Program Description

The program is designed for the student seeking employment as a nurse's aide in a hospital, long-term care facility or home health agency under the supervision of a licensed nurse. Clinical experience is provided at local extended care facilities, hospitals and other community agencies. Job title: Nursing Assistant. Graduates are eligible to take the Nurse Aide Competency Evaluation Program (NACEP) for certification as a nursing assistant in Florida.

Please Note: The length of this program makes it ineligible for federal and state financial aid.

Approximate Additional Costs

- Tuition – \$585.69
- Lab Fees (including liability insurance) – \$22
- Textbook/Workbook Combo and Syllabus – \$68.20
- Uniform – \$35
- Laboratory Supplies – \$33.33
- NACEP Exam – \$126 for resident residing in FL longer than 5 years; \$150 for those living in FL less than 5 years

Additional Admission Requirements

- Score on the dbc placement test for vocational programs which indicate language and reading ability at the 10th grade level and arithmetic ability at the 9th grade level or better.
- Completion of health screening to include: verification of immunization against tetanus, measles, mumps, rubella and Hepatitis "B"; and negative test for tuberculosis.
- Satisfactory results of a Florida Department of Law Enforcement background check.
- Basic Cardiac Life Support (BLS) certification for healthcare providers to include adults, infant, children, and automatic external defibrillator (AED) affiliated with the American Heart Association or the American Red Cross.

Program Specific Courses		Voc. Crs.	Sample Program of Study	
HCP 0600/0600L	Patient Care Assistant and Lab	9.67	1 st Semester	Voc. Crs.
Dual Enrolled Option (High School Students Only)		Voc. Crs.	HCP 0600/0600L	Patient Care Assistant and Lab
HCP 0720	Electrocardiograph Aide	2.5	Voc. Crs. TOTAL	9.67
Note: This is an option for dual enrolled students in Health Careers. See assistant chair for further information.			Contact Hrs. TOTAL	290
			Note: Sequence of courses may vary. Check course descriptions for requisite requirements.	
			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	

**Practical Nursing - Full Time
Vocational Credit Certificate - Code 1095
(Limited Access Program)**

Dr. Patricia Murphy, Assistant Chair
(386) 506-3712 • murphyp@daytonastate.edu

Dr. Linda Miles, Chairperson
(386) 506-3823 • milesl@daytonastate.edu

Program Description

The program is designed for the student seeking licensure as a practical nurse in Florida. Healthcare employment opportunities are available in long term care, home health, hospitals and outpatient settings. Clinical experience is provided at local extended care facilities, hospitals and other community agencies. Job title: Licensed Practical Nurse.

Graduates are eligible to take the National Council Licensing Examination for Practical Nurses. Florida licensed practical nurses are eligible for admission to dbc's accelerated associate degree in nursing for the LPN program. Classes admitted in January and August at the Daytona Beach Campus and in January at the DeLand Campus.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

- Lab Fees (including liability insurance and testing) – \$365
- Textbooks – \$550
- Uniforms – \$150
- Laboratory Supplies – \$105
- Graduation Fee – \$10
- NCLEX Exam – \$405

Additional Admission Requirements

- High school diploma or equivalent (GED).
- Scores on the dbc placement test for vocational programs which indicate language, reading and arithmetic ability at the 11th grade level or better.
- Attendance at nursing advisement session. Session dates available in the Academic Advising Office.
- Cumulative grade point average of 2.0 or better.
- Program Prerequisite: HSC 1000 (Introduction to Health Care) and BSC 1080 (Basic Anatomy and Physiology for Health Careers). Courses must be completed with a grade of "C" or better.
- Completion of the Nurse Entrance Test-PN at the 41st percentile or better in each category (mathematics, reading, and overall composite).
- Applications submitted May and September. Students will be accepted based on specific admission criteria. There will no longer be a waiting list. Students must apply each application cycle until accepted based on the selection process.
- Completion of health screening to include: recent physical examination; verification of immunization against tetanus, measles, mumps, rubella and Hepatitis "B"; and negative test for tuberculosis.
- Basic Cardiac Life Support (BLS) certification for healthcare providers to include adults, infant, children, and automatic external defibrillator (AED) affiliated with the American Heart Association or the American Red Cross.
- Satisfactory results of a Florida Department of Law Enforcement background check.
- According to Florida Board of Nursing, convicted felons who have had their civil rights removed are not eligible to take the National Council Licensure Examination for Practical Nurses.
- Students will be held accountable for the policy and procedures of the nursing program as outlined in the nursing student policy handbook, as well as the college student handbook.
- Readmission and transfer nursing courses must have been taken within one year and evaluated by the nursing readmission and transfer committee. Limited space is available for transfer nursing students.

Program Specific Courses		Sem. hrs.	Sample Program of Study		
PRN0000/0000L	Introduction to Nursing and Lab	15.25	Prerequisite Course		Sem. hrs.
PRN0120/0120L	Maternal/Child Health Nursing and Lab	5.8	HSC 1000	Introduction to Health Care	3.0
PRN0200/0200L	Medical-Surgical Nursing and Lab	15.18	BSC 1080	Basic Anatomy and Physiology for Health Careers	3.0

PRN0042/ 0042L	Home Health and Rehabilitation Nursing and Lab	5.8	AUGUST CLASS		
			Year I(Fall)		Voc. Crs.
			PRN0000/ 0000L	Introduction to Nursing and Lab	15.25
			Year I (Spring)		Voc. Crs.
			PRN0200/ 0200L	Medical-Surgical Nursingand Lab	15.18
			Year I (Summer) Term A-Six Weeks		Voc. Crs.
			PRN0042/ 0042L	Home Health and Rehabilitation Nursing and Lab	5.8
			Year I (Summer) Term B-Six Weeks		Voc. Crs.
			PRN0120/ 0120L	Maternal/Child Health Nursing and Lab	5.8
			JANUARY CLASS		
			Year II (Spring)		Voc. Crs.
			PRN0000/ 0000L	Introduction to Nursing and Lab	15.25
			Year II (Summer) Term A-Six Weeks		Voc. Crs.
			PRN0042/ 0042L	Home Health and Rehabilitation Nursing and Lab	5.8
			Year II (Summer) Term B-Six Weeks		Voc. Crs.
			PRN0120/ 0120L	Maternal/Child Health Nursing and Lab	5.8
			Year II(Fall)		Voc. Crs.
			PRN0200/ 0200L	Medical-Surgical Nursingand Lab	15.18
			Sem. hrs. TOTAL		6
			Voc. Crs. TOTAL		42.03
			Contact Hrs. TOTAL		1350
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Practical Nursing - Part Time
Vocational Credit Certificate - Code 1095
(Limited Access Program)

Dr. Patricia Murphy, Assistant Chair
 (386) 506-3712 • murphyp@daytonastate.edu

Dr. Linda Miles, Chairperson
 (386) 506-3823 • milesl@daytonastate.edu

Program Description

The program is designed for the student seeking licensure as a practical nurse in Florida. Healthcare employment opportunities are available in long term care, home health, hospitals, and outpatient settings. Clinical experience is provided at local extended care facilities, hospitals, and other community agencies. Job title: Licensed Practical Nurse.

Graduates are eligible to take the National Council Licensing Examination for Practical Nurses. Florida licensed practical nurses are eligible for admission to dbc's accelerated associate degree in nursing for the LPN program. Classes admitted in August at the Daytona Beach Campus.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

- Lab Fees (including liability insurance and testing) – \$365
- Textbooks – \$550
- Uniforms – \$150
- Laboratory Supplies – \$105.00
- Graduation Fee – \$10
- NCLEX Exam – \$405

Additional Admission Requirements

- High school diploma or equivalent (GED).
- Scores on the dbc placement test for vocational programs which indicate language, reading and arithmetic ability at the 11th grade level or better.
- Attendance at nursing advisement session. Session dates available in the Academic Advising Office.
- Cumulative grade point average of 2.0 or better.
- Program Prerequisite: HSC 1000 (Introduction to Health Care) and BSC 1080 (Basic Anatomy and Physiology for Health Careers). Courses must be completed with a grade of "C" or better.
- Completion of the Nurse Entrance Test-PN at the 41st percentile or better in each category (mathematics, reading, and overall composite).
- Applications submitted May and September. Students will be accepted based on specific admission criteria. There will no longer be a waiting list. Students must apply each application cycle until accepted based on the selection process.
- Completion of health screening to include: recent physical examination; verification of immunization against tetanus, measles, mumps, rubella and Hepatitis "B"; and negative test for tuberculosis.
- Basic Cardiac Life Support (BLS) certification for healthcare providers to include adults, infant, children, and automatic external defibrillator (AED) affiliated with the American Heart Association or the American Red Cross.
- Satisfactory results of a Florida Department of Law Enforcement background check
- According to Florida Board of Nursing, convicted felons who have had their civil rights removed are not eligible to take the National Council Licensure Examination for Practical Nurses.
- Students will be held accountable for the policies and procedures of the nursing program as outlined in the nursing student policy handbook, as well as the college student handbook.
- Readmission and transfer nursing courses must have been taken within one year and evaluated by the nursing readmission and transfer committee. Limited space is available for transfer nursing students.

Program Specific Courses		Sem. hrs.	Sample Program of Study		
PRN 0000P/0000PL	Introduction to Nursing and Lab	7.62	Prerequisite Course		Sem. hrs.
PRN0120P/0120PL	Maternal/Child Health Nursing and Lab	2.9	HSC 1000	Introduction to Health Care	3.0
PRN0200P/	Medical-Surgical Nursing	7.59	BSC 1080	Basic Anatomy and Physiology for Health	3.0

0200PL	and Lab			Careers	
PRN0042P/ 0042PL	Home Health and Rehabilitation Nursing and Lab	2.9	AUGUST CLASS		
			Year I(Fall)		Voc. Crs.
			PRN0000P/ 0000PL	Introduction to Nursing and Lab	7.62
			JANUARY CLASS		
			Year I (Spring)		Voc. Crs.
			PRN 0000P/ 0000L	Introduction to Nursing and Lab	7.62
			Year I (Summer) Term A-Six Weeks		Voc. Crs.
			PRN0042P/ 0042PL	Home Health and Rehabilitation Nursing and Lab	2.9
			Year I (Summer) Term B-Six Weeks		Voc. Crs.
			PRN0042P/ 0042PL	Home Health and Rehabilitation Nursing and Lab	2.9
			AUGUST CLASS		
			Year II (Fall)		Voc. Crs.
			PRN0200P/ 0200PL	Medical-Surgical Nursing and Lab	7.59
			JANUARY CLASS		
			Year II (Spring)		Voc. Crs.
			PRN0200P/ 0200PL	Medical-Surgical Nursing and Lab	7.59
			Year II (Summer) Term A-Six Weeks		Voc. Crs.
			PRN0120P/ 0120PL	Maternal/Child Health Nursing and Lab	2.9
			Year II (Summer) Term B-Six Weeks		Voc. Crs.
			PRN0120P/ 0120PL	Maternal/Child Health Nursing and Lab	2.9
			Sem. hrs. TOTAL		6
			Voc. Crs. TOTAL		42.03
			Contact Hrs. TOTAL		1350
			<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>		
			Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .		
				CC2008-09	

**Public Safety Telecommunication
Vocational Credit Certificate - Code 1038
(Limited Access Program)**

Louie Mercer, Director
(386) 506-3171 • mercerlo@daytonastate.edu

Criminal Justice Training Center
(386) 506-3450

Program Description

This program prepares students for employment as telecommunicators in various public safety settings, such as police, fire and ambulance services. Students will learn standard telecommunication operating procedures and computer operation.

Graduates are eligible to take the National Academies of Emergency Dispatch Certification Examination.

Please Note: The length of this program makes it ineligible for federal and state financial aid.

Approximate Additional Costs

National Academies of Emergency Dispatch Examination: \$150.

Additional Admission Requirements

- Must be 18 years of age or older.
- Must have a high school diploma or GED.
- Must pass a basic skills exam (TABE) mathematics 10.0, language 10.0, and reading 10.0.
- Must have Basic keyboard skills.
- Must attend all scheduled classes. An absence must be approved by the Criminal Justice Coordinator and make up work will be completed.
- Must wear an academy approved blue polo shirt with ESI emblem.
- Dual enrollment students must have a 2.5 GPA to take the class and pass the basic skills exam.
- Must complete the department application process.

Program Specific Courses		Voc. Crs.	Sample Program of Study		
EMS 0068	Dispatcher, Police, Fire and Ambulance	6.93			Voc. Crs.
EMS 0069	Emergency Medical Dispatcher	.80	EMS 0068	Dispatcher, Police, Fire and Ambulance	6.93
			EMS 0069	Emergency Medical Dispatcher	.80
			Voc.Crs. TOTAL		7.73
			Contact Hrs. TOTAL		232
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008-09	

Surgical Technology
Vocational Credit Certificate - Code 1092
(Limited Access Program)

Dana Earnest, Assistant Chair
(386) 506-3747 •
earnesd@daytonastate.edu

Dr. Linda Miles, Assistant Dean
Allied Health Department
(386) 506-3189

Program Description

The program offers the student an opportunity to develop the technical ability, knowledge and skills required for entry level employment in any surgical setting, hospital operating room or free standing healthcare facility, as a member of the surgical team. The educational process is accomplished by classroom lecture, intense training in a mock operating room lab setting, and by transition to operating rooms in local healthcare facilities. Job title: Surgical Technologist.

Graduates are eligible to take the certification exam and receive national recognition as a Certified Surgical Technologist. This program is accredited by the Commission on Accreditation for Allied Health Education Programs. Classes admitted in August at the Daytona Beach Campus.

The Surgical Technology Program is accredited by the Commission on Accreditation of Allied Health Education Programs upon the recommendation of the Accreditation Review Committee for Education in Surgical Technology (ARC-ST). Information may be obtained from CAAHEP, 1361 Park Street, Clearwater, FL 33756; (727) 210-2350 and ARC-ST, 6 W. Dry Creek Circle, Suite 210, Littleton, CO 80120; (303) 694-9262. Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

- Uniforms/Lab Coats (Required) – \$175
- Textbooks – \$750
- Lab Fees – \$107
- Graduation – \$10
- FDLE Background Screening - \$23

Additional Admission Requirements

- Completion of Prerequisites (courses must be completed with a grade of “C” or better before submitting an application to the program): BSC 1080 (Basic Anatomy & Physiology for Health Careers), HSC 1531 (Medical Terminology), INP 1390 (Human Relations in the Workplace).
- Attend mandatory program orientation.
- Submit the completed application to the Allied Health Department.
- Applications are only accepted between May 1 - 31.
- Selection is made once per year based on the date of the Allied Health Department application. **This is based on first come, first served.**
- Basic Cardiac Life Support for Health Care Provider and AED through American Heart Association or American Red Cross.
- Health Insurance mandatory.
- A physical examination is required prior the first day of class.
- Florida Department of Law Enforcement (FDLE) Background check must be completed prior to the first day of class. Final program acceptance is contingent upon satisfactory results of the FDLE screening.
- A pre-admission consultation with the assistant chair is required prior to application admission.

Program Specific Courses		Voc. Crs.	Sample Program of Study		
STS 0003	Introduction to Surgical Technology	2.03	Prerequisite Courses		Sem. hrs.
STS 0120	Surgical Specialties I	2.03	HSC 1531	Medical Terminology	4
STS 0121	Surgical Specialties II	2.77	INP 1390	Human Relations in the Workplace	3
STS 0122	Surgical Specialties III	1.0	BSC 1080	Basic Anatomy & Physiology for Health Careers	3.0

STS 0155/0155L	Surgical Techniques and Procedures and Lab	6.4	1st Semester(Fall)		Voc. Crs.
STS 0255L	Surgical Procedures Clinical I	6.4	STS 0003	Introduction to Surgical Technology	2.03
STS 0256L	Surgical Procedures Clinical II	12.5	STS 0120	Surgical Specialties I	2.03
STS 0257L	Surgical Procedures Clinical III	5.2	STS 0155/0155L	Surgical Techniques and Procedures and Lab	6.4
			STS 0255L	Surgical Procedures Clinical I	6.4
			2nd Semester(Spring)		Voc. Crs.
			STS 0121	Surgical Specialties II	2.77
			STS 0256L	Surgical Procedures Clinical II	12.5
			3rd Semester (Summer).		Voc. Crs.
			STS 0122	Surgical Specialties III	1.0
			STS 0257L	Surgical Procedures Clinical III	5.2
			Sem. hrs. TOTAL		10
			Voc. Crs. TOTAL		38.33
			Contact Hrs. TOTAL		1300
				<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>	
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu.	
				CC2008-09	

Welding Technology (Applied)
Vocational Credit Certificate - Code 1033

Roger Rowan, Chair
 (386) 506-4171 • rowanr@daytonastate.edu

Stanley Sidor, Dean
 (386) 506-3612 • sidors@daytonastate.edu

Program Description

The Welding Technology program is a 22.0 vocational credit certificate program. The curriculum is designed to give students a combination of classroom and lab related activities. A "hands-on" approach to student learning is evident as students learn the safety aspects of welding and become proficient at MIG, TIG and Oxy-acetyline welding. Students will also learn the related skill of blueprint reading which is required for employment as a welder or welder helper.

Please Note: This program is eligible for federal financial aid and state bright futures.

Approximate Additional Costs

Students will have to purchase the following items (approximate costs: \$190): Instructor approved welding helmet and face shield, welding jacket, leather welding gloves, work shoes or boots.

Additional Admission Requirements

- Ability to understand and follow specific directions.
- Ability to handle and operate all welding equipment in a safe manner.

Program Specific Courses		Voc. Crs.	Sample Program of Study		
PMT 0101/0101L	Welding and Mechanical Blueprint Reading and Lab	2.0	First Year		
PMT 0102/0102L	Welding I and Lab	4.0	1st Semester		
PMT 0121/0121L	Shield Metal Arc Welding (SMAW) and Lab	4.0	PMT 0101/0101L	Welding and Mechanical Blueprint Reading and Lab	2.0
PMT 0124/0124L	Welding II and Lab	4.0	PMT 0102/0102L	Welding I and Lab	4.0
PMT 0131/0131L	Gas Tungsten Arc Welding (GTAW or TIG) and Lab	4.0	2nd Semester		
PMT 0134/0134L	Gas Metal Arc Welding (GMAW or MIG) and Lab	4.0	PMT 0121/0121L	Shielded Metal Arc Welding (SMAW) and Lab	4.0
			PMT 0124/0124L	Welding II and Lab	4.0
			Second Year		
			1st Semester		
			PMT 0131/0131L	Gas Tungsten Arc Welding (GTAW or TIG) and Lab	4.0
			PMT 0134/0134L	Gas Metal Arc Welding (GMAW or MIG) and Lab	4.0

			Voc. Crs. TOTAL		22.0
			Contact Hrs. TOTAL		660
			<i>Note: Sequence of courses may vary. Check course descriptions for requisite requirements.</i>		
				Need help preparing for your job search? Login to Daytona State's Career Services Online (CSO) at www.myinterfase.com/DaytonaState/student to create your personal career account. Or contact your Daytona State College Career Advisor through CareerServices@DaytonaState.edu .	
				CC2008/09	

COURSE DESCRIPTIONS

How to find a course and its description

Daytona State College course offerings and descriptions are grouped alphabetically under the applicable discipline title, not under the department or division of the college through which they are offered.

Within the specific disciplines, courses are listed alphabetically by the course prefix and number. Not all courses are offered in all semesters, or at all campuses. For current offerings, check the schedule of classes or contact the registration offices at all Daytona State campuses.

The course prefixes to discipline areas guide will help you locate your courses by prefix, course or discipline area.

Note: Yellow highlighted areas indicate semesters each course is offered:

FA = Fall
SP = Spring
SU = Summer

ACG 2022 Principles of Financial Accounting 4 sem. hrs.

A study of accounting concepts for service and merchandising businesses, matching concept, adjusting process, financial statements, accounting systems, internal controls, special journals, receivables, inventories, current liabilities, bonds payable and investment in stocks and bonds, international transactions, and corporate organization, equity rights and earnings. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: \$13.

FA, SP, SU

ACG 2071 Principles of Managerial Accounting 4 sem. hrs.

Cash flow statements, financial statement analysis, product costing systems, cost-volume-profit analysis, performance evaluation, cost standards, budgeting, pricing decisions, capital expenditure decisions, taxes and management accounting analysis. (Prerequisites: Appropriate placement scores or successful completion of college prep courses and "C" or better in ACG 2022 or permission of chairperson.) Lab fee: \$13.

FA, SP, SU

ACG 2900 Directed Study in Accounting 1-4 sem. Hrs

FA, SP, SU

ACG 2949 Cooperative Education Experience in Accounting 1-4 sem. hrs.

FA, SP, SU

ACR 0001/0001L Physical Principles I and Lab..... 3.0 voc. crs.

Scientific principles and calculations as they relate to compression refrigeration. Tools and test equipment used to construct, charge, operate and troubleshoot a refrigeration system. (Corequisite: ACR 0001L.) Lab fee: \$12.50.

FA, SP

ACR 0002/0002L Physical Principles II and Lab..... 3.0 voc. crs.

Continuation of the study of scientific principles as they relate to compression refrigeration. Tools and test equipment used to construct, charge, operate and troubleshoot a refrigeration system. (Prerequisite: ACR 0001/0001L. Corequisite: ACR 0002L.) Lab fee: \$12.50.

FA, SP

ACR 0061/0061L Psychrometrics and Lab..... 3.0 voc. crs.

A study of air, humidity, heat and movement as it relates to comfort air conditioning. Psychrometric processes will be charted, measured, and applied. (Prerequisites:

ACR 0001/0001L and ACR 0002/0002L. Corequisite: ACR 0061L.) Lab fee: \$10.

SU

ACR 0062/0062L Heat Load Calculations and Lab..... 3.0 voc. crs.

A study of heat and heat flow. Calculate heat gain and loss, duct and register sizing for comfort in refrigeration and air conditioning. (Prerequisites: ACR 0001/0001L and ACR 0002/0002L. Corequisite: ACR0062L.) Lab fee: \$10.

SU

ACR 0100/0100L Basic Electricity I and Lab..... 3.0 voc. crs.

Physical principles of electricity and practices in air conditioning and refrigeration systems. Laws of energy, energy equivalents, electrical components and circuits. (Corequisite: ACR0100L.) Lab fee: \$12.50.

FA, SP

ACR 0102/0102L Basic Electricity II and Lab..... 3.0 voc. crs.

Continuation of the study of physical principles of electricity and practices in air conditioning and refrigeration systems. Laws of energy, energy equivalents, electrical components and circuits. (Corequisite: ACR0102L.) Lab

fee: \$12.50.

FA, SP

ACR 0150/0150L A/C Motors and Controls and Lab 3.0 voc. crs.

Study of single phase motors and related components. Disassembly, assembly, application and testing with appropriate instrumentation. (Prerequisites: ACR 0100/0100L and ACR 0102/0102L. Corequisite: ACR0150L.)Lab fee: \$10.

FA, SP

ACR 0205/0205L Refrigerants I and Lab 3.0 voc. crs.

A study of the internal chemistry and physics of a refrigeration system. Refrigerants, oil, contaminants, dehydration and burnouts in detail. (Prerequisites: ACR 0001/0001L and ACR 0002/0002L. Corequisite: ACR0205L.)Lab fee: \$10.

SU

ACR 0600/0600L Fossil Fuel Heating and Lab..... 3.0 voc. crs.

Oil and gas fired heating systems. Combustion, mechanical and electrical components. (Prerequisites: ACR 0850/0850L and ACR 0150/0150L. Corequisite: ACR0600L.) Lab fee: \$10.

FA, SP

ACR 0601/0601L Heat Pumps and Lab..... 3.0 voc. crs.

An advanced study of the refrigerant cycle and the electrical circuitry necessary to provide year-round air conditioning. Includes electric furnaces. (Prerequisites: ACR 0850/0850L and ACR 0150/0150L. Corequisite: ACR0601L.)Lab fee: \$15.

FA, SP

ACR 0741/0741L Commercial Refrigeration I and Lab 3.0 voc. crs.

Comprehensive study of standard and special mechanical components. Component characteristics, operation and application. Design, construction and analysis of commercial systems. (Prerequisites: ACR 0001/0001L, ACR 0002/0002L, ACR 0100/0100L and ACR 0102/0102L. Corequisite: ACR0741L.) Lab fee: \$10.

FA, SP

ACR 0742/0742L Commercial Refrigeration II and Lab 3.0 voc. crs.

A study of larger, multiple temperature refrigeration systems, more complex electrical and mechanical components and three-phase electricity. Design, construct and trouble-shoot advanced equipment. (Prerequisites: ACR 0741/0741L and ACR 0150/0150L. Corequisite: ACR0742L.)Lab fee: \$15.

FA, SP

ACR 0815/0815L Advanced Service Practices and Lab 3.0 voc. crs.

Conglomerate of previous courses, diagnostic procedures of job entry competencies in commercial refrigeration and central residential air conditioning. (Prerequisites: ACR 0850/0850L and ACR 0150/0150L. Corequisite: ACR 0815L.)Lab fee: \$15.

FA, SP

ACR 0850/0850L Air Conditioning Wiring and Lab 3.0 voc. crs.

The student will study principles of controls and interaction of components associated with residential and light commercial air conditioning systems. The student will design, construct and troubleshoot electrical circuits as used in residential and commercial A/C systems. (Prerequisites: ACR 0100/0100L and ACR 0102/0102L. Corequisite: ACR0850L.)Lab fee: \$10.

FA, SP

ACR 0905 Directed Study in Air Conditioning/Refrigeration 1-4 voc. crs.

FA, SP, SU

ACR 0949 Cooperative Education Experience in Air Conditioning/Refrigeration 1-4 voc. crs.

FA, SP, SU

AER 0499/0499L Automotive Steering, Suspension and Alignment and Lab..... 5.0 voc. crs.

Prepares the student to diagnose and repair steering and suspension systems, including electronic suspensions, and 4-wheel steering systems. The most common wheel alignment techniques are taught. Hands-on experience is obtained in the live work lab. (Corequisite: AER 0499L.) Lab fee: \$15.

FA

AER 0599/0599L Automotive Brake Systems and Lab 5.0 voc. crs.

Prepares the student to diagnose, service, and repair late model Disc and Drum braking systems and controls, including Anti-Lock Braking Systems. Hands-on experience is obtained in the live work lab. (Corequisite: AER 0599L.) Lab fee: \$20.

FA

AER 0697/0697L Automotive Electrical and Electronic Systems and Lab..... 10.0 voc. crs.

Prepares the student to test, diagnose, and repair starting, charging, lighting, and associated electrical

systems. Electrical measurement and circuit tracing are stressed, along with an introduction to the operation of basic components associated with electrical and electronic systems. Hands-on experience is obtained in the live work lab. (Corequisite: AER 0697L.) Lab fee: \$12.

SP

AER 0759/0759L Automotive Heating and Air Conditioning Systems and Lab 5.0 voc. crs.

Prepares the student to diagnose, service, and repair heating and air conditioning systems. Automatic Temperature Control systems are introduced, and refrigerant recovery procedures are taught. Hands-on experience is obtained in the live work lab. (Corequisite: AER 0759L.) Lab fee: \$36.

FA

AER 0897/0897L Automotive Engine Performance and Lab 10.0 voc. crs.

Familiarizes the student with the theory of operation of Engine performance systems. Prepares the student to perform diagnostics, service, and repair of the vehicle powertrain management system. Hands-on experience is obtained in the live work lab. (Corequisite: AER 0897L.) Lab fee: \$40.

SP

AER 1001/1001L Basic Concepts and Service Procedures and Lab 4 sem. hrs.

Introduces the student to automotive industry practices and procedures. The vehicle basic engine service and maintenance. The student will learn how to interpret service information, both electronic and paper-based. Components include lecture/discussion, written assignments and hands-on experience. (Corequisite: AER 1001L.) Lab fee: \$15.

FA

AER 1198/1198L Engine Mechanical Service and Repairs and Lab 4 sem. hrs.

Prepares the student to diagnose and repair four, six and eight cylinder engines. Components include lecture/discussion, written assignments and hands-on experience. (Corequisite: AER1198L.) Lab fee: \$13.

FA

AER 1398/1398L Automotive Transaxles and Differentials and Lab 4 sem. hrs.

Prepares the student to diagnose and repair automobile manual transaxles, clutches, transmissions, differentials, driveline components, hydraulic systems and four-wheel drive transfer cases. Components include lecture/discussion, written assignments and hands-on experience. (Corequisite: AER 1398L.) Lab fee: \$12.50.

FA

AER1498/1498L Automotive Steering, Suspension and Alignment and Lab..... 4 sem. hrs.

Prepares the student to diagnose and repair automobile steering and suspension systems, including electronic suspensions. The latest 4-wheel alignment techniques are taught. Components include lecture/discussion, written assignments and hands-on experience. (Corequisite: AER 1498L.) Lab fee: \$15.

FA

AER1598/1598L Automotive Brake Systems and Lab 4 sem. hrs.

Prepares the student to test, diagnose and repair late model automobile Disc and Drum braking systems and controls, including Anti-lock Braking Systems, TCS, and vehicle safety. Components include lecture/discussion, written assignments and hands-on experience. (Corequisite: AER 1598L.) Lab fee: \$20.

SP

AER 1692/1692L Electricity/Electronics Fundamentals and Lab 4 sem. hrs.

Prepares the student to test, diagnose and repair automotive starting, charging, lighting and associated electrical systems. Electrical measurement and circuit tracing are stressed, along with an introduction to the operation of basic components associated with vehicle electrical and electronic systems. Components include lecture/discussion, written assignments and hands-on experience. (Corequisite: AER1692L.) Lab fee: \$12.

FA

AER 1798/1798L Automotive Heating and Air Conditioning Systems and Lab 4 sem. hrs.

Prepares the student to test, diagnose and repair automobile heating and air conditioning systems. Automatic Temperature Control systems are introduced, and freon recovery procedures are taught. Components include lecture/discussion, written assignments and hands-on experience. (Corequisite: AER1798L.) Lab fee: \$36.

SP

AER 2298/2298L Automotive Automatic Transaxles and Drive Systems and Lab 4 sem. hrs.

Prepares the student to test, diagnose and repair automobile automatic transaxles and electronic transmissions. Theories of operation, testing and diagnosis are stressed. Components include lecture/discussion, written assignments and hands-on experience. (Corequisite: AER 2298L.) Lab fee: \$20.

SP

AER 2840/2840L Automotive Fuel Systems and Lab 4 sem. hrs.

Prepares the student to test, diagnose and repair electronic fuel injection systems, including Throttle Body and Multi-Point injection components associated with EFI and ECCS. Fuel injection theory is stressed, along with testing of individual components within subsystems. Components include lecture/discussion, written assignments

and hands-on experience. (Corequisite: AER 2840L.) Lab fee: \$15.

SP

AER 2841/2841L Drivability and Dynamometer Analysis and Lab 4 sem. hrs.

Prepares the student to diagnose drivability problems with hand-held diagnostic scanning tools. Prepares the student to diagnose driveability problems using chassis dynamometer analysis. Prepares the student to perform five-gas emissions analysis. Components include lecture/discussion, written assignments, hands-on experience and selected student troubleshooting skills testing. (Corequisite: AER 2841L.)Lab fee: \$15.

SP

AER 2843/2843L Automotive Computer Systems and Supercharging and Lab..... 4 sem. hrs.

Familiarizes the student with the theory of operation of automotive computer systems. Prepares the student to perform lab labscope analysis of electronic control unit circuitry. Familiarizes the student with the theory of supercharging, and the diagnosis of turbochargers. Components include lecture/discussion, written assignments and hands-on experience. (Corequisite: AER 2843L.)Lab fee: \$15.

FA

AER 2850/2850L Automotive Ignition and Emissions Control and Lab 4 sem. hrs.

Prepares the student to test, diagnose and repair automobile electronic ignition and emissions control systems. Five-gas theory and labscope diagnosis are introduced. Components include lecture/discussion, written assignments and hands-on experience. (Corequisite: AER 2850L.)Lab fee: \$15.

SP

AER 2905 Directed Study in Automotive Technology 1-4 sem. hrs.

FA, SP, SU

AER 2949 Cooperative Education Experience in Automotive Technology 2 sem. hrs.

FA, SP, SU

AFR 1101 The Air Force Today I (General Military Course) 1 sem. hr.

A survey course that focuses on the organizational structure and missions of Air Force organizations, officership and professionalism, and includes an introduction to communicative skills. A weekly leadership laboratory is mandatory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA

AFR 1111 The Air Force Today II (General Military Course) 1 sem. hr.

Continuation of AFR 1101. A weekly leadership laboratory is mandatory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

SP

AFR 2130 The Development of Air Power I (General Military Course) 1 sem. hr.

Focuses on factors contributing to the development of air power from its earliest beginnings through two world wars, the evolution of air power concepts and doctrine and an assessment of communicative skills. A weekly leadership laboratory is mandatory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA

AFR 2131 The Development of Air Power II (General Military Course) 1 sem. hr.

Continuation of AFR 2130. A weekly leadership laboratory is mandatory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

SP

AMH 2010 United States History to 1877 3 sem. hrs.

The political, economic, social and intellectual development of the people of the United States, from European exploration and settlement through the Civil War and Reconstruction. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or corequisite: ENC 1101.)

FA, SP, SU

AMH 2020 United States History 1865 to Present 3 sem. hrs.

The political, economic, social and intellectual development of the people of the United States, from the Civil War to the present. This course contributes to satisfying the Gordon Rule writing requirement.(Prerequisite or corequisite: ENC 1101.)

FA, SP, SU

AMH 2042 American Social History 1860 to Present 3 sem. hrs.

An examination of the cultural experiences, institutions and customs of American life and their effects on our common heritage, from 1860 to present times. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or corequisite: ENC 1101.)

FA, SP

AMH 2045 American Maritime History 3 sem. hrs.

An introductory course on American maritime history, tracing the impact of seafaring Americans and their related

institutions and activities on American history from pre-colonial times to the present. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or corequisite: ENC 1101.)

FA, SP

AMH 2059 The Vietnam War 3 sem. hrs.

An introductory course on the Vietnam War, tracing the causes, and the effects of this conflict on United States and World History. The course will review the conflicts that occurred in Vietnam, from the time of French colonization to the present day. The course will also examine the ramifications that this conflict caused in the United States, and throughout the world. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or Corequisite: ENC 1101.)

FA, SP, SU

AMH 2091 Survey of African American History 3 sem. hrs.

A historical survey of African American experiences beginning with an overview of ancient African peoples, with emphasis on the experiences of Africans and their descendants in America. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or corequisite: ENC 1101.)

FA, SP

AMH 2905 Directed Study in History 1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

AMH 2949 Cooperative Education Experience in History 1-4 sem. hrs.

FA, SP, SU

AML 2010 Early American Literature 3 sem. hrs.

Representative American writers of the Colonial, Federal, Romantic and Realistic periods. Emphasis is placed upon artistic excellence and literary history. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

FA

AML 2023 Contemporary American Literature 3 sem. hrs.

A survey of representative American writers since World War I. Emphasis on style, techniques and basic themes of each author. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

FA, SU

AML 2052 Modern American Literature 3 sem. hrs.

A survey of representative American writers of the Modern period. Emphasis is placed upon the maturation of American literature from the Civil War to World War I. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

SP

AML 2260 Southern Literature 3 sem. hrs.

A survey of representative Southern American writers incorporating selected readings from novelists, poets and playwrights. Emphasis on style, themes and regional uniqueness. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

SU

AML 2600 Introduction to African American Literature 3 sem. hrs.

A survey of the African American history tradition from the eighteenth century to the present as reflected in a variety of oral and written traditions: songs, speeches, poetry, short-fiction, novels, drama, autobiographies, journals and letters. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

FA, SP

ANT 2000 Introduction to Anthropology 3 sem. hrs.

A survey course including the subfields of linguistics, archaeology, cultural and physical anthropology. (Prerequisite or Corequisite: ENC 1101.)

FA, SP, SU

ANT 2905 Directed Study in Anthropology 1-4 sem. hrs.

(Prerequisite or Corequisite: ENC 1101.)

FA, SP, SU

ANT 2949 Cooperative Education Experience in Anthropology 1-4 sem. hrs.

FA, SP, SU

APA 1111 Computerized Accounting/Bookkeeping 4 sem. hrs.

The recording of business transactions; organization of ledgers, trial balances and worksheets; and adjusting and closing entries. Preparation of financial statements both manually and in the computer. Lab fee: \$13.

FA, SP, SU

APA 1121 Computerized Accounting/Bookkeeping II 4 sem. hrs.
Principles and procedures for establishing, maintaining and summarizing financial records. Payroll procedures and closing books, both manually and on the computer. (Prerequisite: APA 1111 or permission of chairperson.) Lab fee:\$13.

FA, SP

APA 1711 Computer Spreadsheet 3 sem. hrs.
Introduction in using computerized spreadsheets for beginning spreadsheet students. This course includes worksheet commands, functions, formulas and designing; printing; and filing worksheets. Additionally, simple macros, graphing and database functions are introduced. Lab fee: \$13.

FA, SP, SU

APA 2905 Directed Study in Accounting 1-4 sem. hrs.
Practical applications of the techniques and practices of the accountant at work. (Prerequisite: ACG 2071.) Lab fee: \$13.

FA,SP, SU

APA 2949 Cooperative Education Experience in Accounting/ Bookkeeping 1-4 sem. hrs.

FA,SP, SU

ARH 1000 Art Appreciation 3 sem. hrs.
A foundation for understanding the visual arts. This course contributes to satisfying the Gordon Rule requirement. (Prerequisite: ENC 1101.)

FA, SP, SU

ARH 2050 Introduction to the History and Criticism of Art I 3 sem. hrs.
Survey and criticism of ancient, medieval, Renaissance and contemporary art and architecture; relation of styles to cultural context. (Prerequisite: ENC 1101.)

FA, SP

ARH 2051 Introduction to the History and Criticism of Art II 3 sem. hrs.
Relation of artistic styles to cultural context. Survey and criticism of Renaissance, Baroque and contemporary art and architecture. (Prerequisite: ENC 1101.)

FA, SP

ARR 0121/0121L Introduction to Refinishing and Lab..... 4.0 voc. crs.
Students will be introduced to the theory of operating today's high tech refinish equipment. Students will learn the proper application of today's refinish materials, while adhering to personal and refinish safety techniques.(Corequisite: ARR0121L.) Lab fee: \$27.

FA

ARR 0122/0122L Auto Refinishing II and Lab..... 4.0 voc.crs.
Students are Introduced to finish identification, masking, and surface preparation. Develop properspray gun techniques and application of corrosion protective materials. (Prerequisite: ARR 0121. Corequisite: ARR0122L.) Lab fee: \$20.

SP

ARR 0123/0123L Auto Refinishing III and Lab..... 4.0 voc.crs.
Students will be demonstrating advanced refinish techniques, color theory and perform tinting and blending procedures. Students will also develop skills in refinish defect removal and final detailing techniques.(Prerequisites: ARR 0121/0121L and ARR 0122/0122L. Corequisite: ARR0123L.)Lab fee: \$20.

FA

ARR 0241/0241L Introduction to Collision Repair and Lab..... 4.0 voc.crs.
Students will learn vehicle construction, terminology and collision energy management of today's high tech vehicles. Students will develop understanding of repair vs. replacement techniques, and the basics of collision estimating. Students will also learn basic industry welding techniques. (Corequisite: ARR0241L.)Lab fee: \$25.

FA

ARR 0242/0242L Collision Repair II and Lab 4.0 voc.crs.
Covering frontal impact analysis, students learn vital repair / replacement decisions. Developing repair plans and proper removal / replacement procedures. This class also covers function and fit of exterior panels.(Prerequisite: ARR 0241/0241L. Corequisite: ARR0242L.)Lab fee: \$20.

SP

ARR 0243/0243L Collision Repair III and Lab 4.0 voc.crs.
Students develop skills in vehicle mechanical system analysis, effects of side and rear impacts, restraint systems and cosmetic straightening of steel. (Prerequisites: ARR 0241/0241L and ARR 0242/0242L. Corequisite: ARR0243L.) Lab fee: \$15.

FA

ARR 0294/0294L Electrical, Glass and Trim and Lab..... 4.0 voc. crs
Students will develop basic skills in electrical analysis, and proper glass adjustment and installation. Also, learn interior and exterior trim and molding removal and replacement techniques. (Corequisite: ARR0294L.)Lab fee: \$15.

FA

ARR 0376/0376L Advance Vehicle Components and Lab 2.67 voc. crs.
Analyzing today's suspension system is very complex. Students will learn the different designs and have the ability to diagnose suspension angles and understand wheel alignments. This course also enables students to analyze and repair safety restraint system and airbag systems. (Corequisite: ARR 0376.)Lab fee: \$10.

FA, SP

ARR 0381/0381L Introduction to Unibody and Frame and Lab..... 4.0 voc. crs.
Introductory instruction in the diagnosis and measurement of damaged unibody and frame-type vehicles. Training in frame straightening techniques and related tasks. (Corequisite: ARR0381L.)Lab fee: \$10.

FA

ARR 0382/0382L Unibody and Frame II and Lab 4.0 voc. crs.
Students will learn advanced skill development in replacement of structural components. This course takes students through the theory to hands-on unibody and frame set-up and pulls to return vehicle dimensions to manufacturer specifications. Instruction also includes structural welding techniques. (Prerequisite: ARR 0381/0381L. Corequisite: ARR0382L.)Lab fee: \$45.

SP

ARR 0383/0383L Unibody and Frame III and Lab 4.0 voc. crs.
This course takes students into full frame sectioning and replacement through to structural aluminum design and repair. Highlights are actually setting up and measuring unibody and full frame vehicles, and developing advanced skills to be utilized in the industry. (Prerequisites: ARR 0381/0381L and ARR 0382/0382L. Corequisite: ARR 0383L.)Lab fee: \$41.

SP

ARR 0949 Cooperative Education Experience in Automotive Body Repair and Refinishing . 4 voc. crs.

FA, SP, SU

ART 1201/1201L Design I and Lab 3 sem. hrs.
Studio assignments concerned with basic art fundamentals: line, color, shape, value and texture in organization of two-dimensional surface. Four studio hours. (Corequisite: ART 1201L.)

FA, SP

ART 1203/1203L Design II and Lab 3 sem. hrs.
Studio problems relating basic art fundamentals of three-dimensional forms. Four studio hours per week. (Prerequisite: ART 1201/1201L or permission of chairperson. Corequisite: ART 1203L.)

FA, SP

ART 1300/1300L Drawing I and Lab 3 sem. hrs.
ART 1300/1300L is a traditional, beginning drawing class which teaches the fundamental skills needed for representational/objective drawing from life. Open to all students. Four studio hours. (Corequisite: ART 1300L.)

FA, SP, SU

ART 1301/1301L Drawing II and Lab 3 sem. hrs.
Drawing II is a continuation of the skill development begun in ART 1300/1300L. New materials, idea development and composition are stressed in the production of a portfolio. Four studio hours. (Prerequisite: ART 1300/1300L or permission of chairperson. Corequisite: ART1301L.)

FA, SP, SU

ART 1331/1331L Drawing III and Lab 3 sem. hrs.
The study of the human figure in drawing through the use of live models. Four studio hours. May be repeated one time for credit. (Prerequisites: ART 1300/1300L and ART 1301/1301L or permission of chairperson. Corequisite: ART 1331L.) Lab fee: \$30

FA, SP

ART 1500/1500L Painting I and Lab 3 sem. hrs.
An introduction to opaque painting. Emphasis on the fundamentals of technique, color and equipment. Four studio hours. (Corequisite: ART 1500L.)

FA, SP, SU

ART 1501/1501L Painting II and Lab 3 sem. hrs.
Continuation of ART 1500 with emphasis on composition, elements of design and the development of work in a series. May be repeated one time for credit. Four studio hours. (Prerequisite: ART 1500/1500L or permission of chairperson. Corequisite: ART 1501L.)

FA, SP, SU

- ART 1754/1754L Pottery Handbuilding I and Lab 3 sem. hrs.**
Introduction to ceramic design. Emphasizing basic hand building, glazing and firing techniques. Four studio hours. (Corequisite: ART 1754L.) Studio fee required: \$27.
FA, SP
- ART 1772/1772L Raku Pottery I and Lab 3 sem. hrs.**
Introduction to ceramic design using the low fire raku pottery process. Basic hand building, glazing and firing techniques will be taught. (Corequisite: ART 1772L.) Lab fee: \$27.
SP
- ART 2400/2400L Printmaking I and Lab 3 sem. hrs.**
A survey of relief, intaglio and monotype printmaking techniques, including linocut, woodcut, collagraph and etching. May be repeated one time for credit. Four studio hours. (Corequisite: ART 2400L.) Lab fee: \$15.
FA, SP
- ART 2540/2540L Watercolor I and Lab 3 sem. hrs.**
An introduction to transparent watercolor painting. Emphasis on use of color, technique and equipment. Four studio hours. (Corequisite: ART 2540L.)
FA, SP
- ART 2551/2551L Airbrush Techniques and Lab 3 sem. hrs.**
The art, history and techniques of the airbrush. Four studio hours. (Corequisite: ART 2551L.)
FA, SP
- ART 2701/2701L Sculpture I and Lab 3 sem. hrs.**
Introduction to three dimensional space and mass using wood, clay, plaster and other materials. Four studio hours. Studio fee required: \$10. (Corequisite: ART 2701L.)
FA, SP
- ART 2702/2702L Sculpture II and Lab 3 sem. hrs.**
Continuation and refinement of Sculpture I processes. May be repeated one time for credit. Four studio hours. (Prerequisite: ART 2701/2701L or permission of chairperson. Corequisite: ART 2702L.) Studio fee required: \$10.
SP
- ART 2710/2710L Stone Carving and Lab 3 sem. hrs.**
This is an introductory course in subtractive sculpture which builds foundation skills in stone carving and other processes. NOTE: This course may be accepted for transfer credit at the discretion of the receiving institution. Four studio hours. (Corequisite: ART 2710L.) Lab fee: \$10.
FA, SP
- ART 2752/2752L Pottery Wheelthrowing I and Lab 3 sem. hrs.**
Introduction to wheel-thrown pottery. Basic principles and development of skills on the potter's wheel. Simple forming, glazing and firing techniques. Four studio hours. Lab fee: \$27. (Corequisite: ART 2752L.)
FA, SP
- ART 2759 Ceramic Studio I 1 sem. hr.**
An advanced course in ceramics for art majors specializing in ceramics. (Prerequisites: ART 1754/1754L, ART 2752/2752L and permission of chairperson.) May be repeated one time for credit. Lab fee: \$10.
FA, SP
- ART 2834 Museum and Gallery Practices 3 sem. hrs.**
This course covers basic museum principles and techniques and includes an overview of collections care and management, installation and design of exhibitions, exhibitions and publications research, education and interpretation, marketing and conservation. Students undertake production role duties in a variety of museum operational areas. Formal instruction is supplemented by demonstration with hands-on learning and participation under the direction of placement supervisors. (Prerequisite: ARH 2050 or ARH 2051 or PGY 2000.)
FA, SP
- ART 2905 Directed Study in Art 1-4 sem. hrs.**
FA, SP, SU
- ART 2949 Cooperative Education Experience in Art 1-4 sem. hrs.**
FA, SP, SU
- ASL 1430 Fingerspelling 2 sem. hrs.**
This course is designed to improve the receptive and expressive fingerspelling proficiency of the student beyond basic skill levels. (Prerequisites: **ASL 2150** and **ASL 2150L**.)
SU
- ASL 2140 American Sign Language I 3 sem. hrs.**
An introduction to American Sign Language vocabulary and structure as used by deaf adults. Emphasis will also be placed on the history and culture of deafness in America. This course would be beneficial to any person working with the deaf in education, nursing, medicine, business, pre-law, physical education and technical-

occupational skills. (Corequisite: ASL 2140L.) This course meets the Daytona State foreign language requirement.

FA, SP, SU

ASL 2140L American Sign Language I Lab 1 sem. hr.

(Corequisite: ASL 2140.) This course meets the Daytona State foreign language requirement. Lab fee: \$10.

FA, SP, SU

ASL 2150 American Sign Language II 3 sem. hrs.

(Prerequisites: ASL 2140 and ASL 2140L with a minimum grade of "C" or better or permission of chairperson.

Corequisite: ASL 2150L.) This course meets the Daytona State foreign language requirement.

FA, SP, SU

ASL 2150L American Sign Language II Lab 1 sem. hr.

This course is designed to reinforce in a lab setting material presented in SPA 2613. Students will have directed practice utilizing audiovisual materials emphasizing intermediate level expressive and receptive conversational practice. (Prerequisites: ASL 2140 and ASL 2140L with a minimum grade of "C" or better or permission of chairperson. Corequisite: ASL 2150.) This course meets the Daytona State foreign language requirement. Lab fee: \$10.

FA, SP, SU

ASL 2160 American Sign Language III 3 sem. hrs.

This is an advanced course in American Sign Language for students who have previous course work in Signed English or other manual communication systems, but have no extensive background in grammatical structure and regional idiomatic usage of American Sign Language. The production of non-voiced, conversational, spontaneous signed sentences is the main objective, but continued emphasis of the ability to "read" signed phrases and sentences will also be an integral part of this course. (Prerequisites: ASL 2150 and ASL 2150L. Corequisite: ASL 2160L.)

FA

ASL 2160L American Sign Language III Lab 1 sem. hr.

This laboratory course is designed to reinforce material presented in American Sign Language III, through the use of directed practice with audiovisual materials. (Prerequisites: ASL 2150 and ASL 2150L. Corequisite: ASL 2160.) Lab fee: \$12.

FA

ASL 2000 Orientation to Deafness 3 sem. hrs.

An introduction and orientation to the educational, communication, social, vocational, psychological and legal aspects of deafness; the impact of deafness on the individual and family; and social patterns of the deaf community. (Prerequisites: ASL 2150 and ASL 2150L.)

SU

ASL 2200 American Sign Language IV 3 sem. hrs.

This is an advanced course for students who have previous course work in ASL, or other manual communication systems, and who require additional background in the physical characteristics, grammatical structure, regional and idiomatic usages of American Sign Language. (Prerequisites: ASL 2160 and ASL 2160L. Corequisite: ASL 2200L.)

SP

ASL 2200L American Sign Language IV Lab 1 sem. hr.

The lab offers a practice component to develop advanced interpreting skills. Course practice materials will parallel theoretical models introduced in SPA 2613. (Prerequisites: ASL 2160 and ASL 2160L. Corequisite: ASL 2200L.) Lab fee: \$10. SP

AST 1002 Astronomy 3 sem. hrs.

A survey of planetary, stellar and galactic astronomy; history of astronomy; and theories of the universe. Optional observing sessions may be held if the weather permits. (Prerequisites or corequisites: ENC 1101 and MAT 1033.)

FA, SP, SU

AST 2905 Directed Study in Astronomy 1-4 sem. hrs.

FA, SP, SU

BCN 1210 Materials and Processes 3 sem. hrs.

Applications and characteristics, both physical and chemical, of materials commonly used in construction and mechanical processes by which materials may be shaped or formed.

FA, SP

BCN 1251/1251L Architectural Drawing I and Lab 3 sem. hrs.

Fundamentals of construction drafting, including basic components of construction. Development of working drawings including plans, elevations and sections using wood and construction in accordance with building code

requirements. (Corequisite: BCN1251L.)

FA, SP, SU

BCN 1253/1253L Architectural Drawing II and Lab 3 sem. hrs.

Intermediate principles of architectural drawing, space utilization, visual design and perspective. (Prerequisite: BCN 1251/1251L. Corequisite: BCN1253L.)

SP, SU

BCN 2257/2257L Architectural Detailing and Lab 3 sem. hrs.

Architectural detailing of steel, wood and concrete systems used in light construction. (Prerequisite: EGS 1110/1110L or BCN 1251/1251L or permission of assistant chair. Corequisite: BCN2257L.)

SP

BCN 2560 Mechanical and Electrical Equipment 3 sem. hrs.

The study of heating, air conditioning, water supply, sanitation and electrical service and their installation. Design methods along with the operation of equipment and controls is also included. (Prerequisite: PSC 1121.)

SP

BCN 2905 Directed Study in Construction 1-4 sem. hrs.

FA, SP, SU

BCN 2949 Cooperative Education Experience in Construction 1-4 sem. hrs.

FA, SP, SU

BCT 1040 Blueprint Reading 3 sem. hrs.

This class is a survey of the various types of drawings and other documents commonly used in the construction industry. It includes topics such as: terminology, abbreviations, symbols, notations, scales, dimensions, meanings of lines, drawing history, technical and orthographic projections, types of construction, and trade information. This class reinforces the skills of reading, writing and mathematics.

FA, SP

BCT 2990 Technical Training 23 sem. hrs.

Students must have completed an appropriate apprenticeship or certificate program of 700 contact hours or equivalent with a GPA of 2.0 or better. Demonstrated work experience with supporting documentation equivalent to an apprenticeship or certificate may be acceptable. The certificate or apprenticeship program will be evaluated. If accepted, credit will be awarded.

BCV 0020/0020L Tools, Safety and Pre-Construction Skills and Lab 3.0 voc. crs.

Topics include the safe use of all hand and power tools, construction of saw horses, saw vises and tool box. The course also includes the uses of the framing square and a review of working drawings. (Corequisite: BCV 0020L.) Lab fee: \$30.

FA

BCV 0050/0050L Trade Career Path Introduction and Lab 3.0 voc. crs.

Course designed for students to apply knowledge of basic electricity, its uses and installation methods, first aid and safety, and DC theory. Students gain knowledge of fundamentals of basic safety of construction tools, basic introduction to the construction plumbing industry, math skills, blueprint reading, and basic principles skills as they relate to compression refrigeration. Tools and test equipment used to construct, charge, operate and trouble-shoot a refrigerating machine will also be covered. (Corequisite: BCV 0050L.) Lab fee: \$30.

FA, SP

BCV 0103/0103L Wood Products, Substitutes, Lumber and Building Materials and Lab 3.0 voc. crs.

Learn about the basic science, handling, and code issues of topics including wood, wood substitutes, different kinds of construction lumber, its growth and how wood finally becomes lumber. This course also includes building adhesives, their types and their applications. (Corequisite: BCV 0103L.) Lab fee: \$30

FA

BCV 0110/0110L Leveling Instruments, Site Preparation and Layout and Lab 3.0 voc. crs.

Topics include the importance of accurate work in laying out buildings with the use of different leveling instruments and the many aspects of site preparation and layout of buildings and houses. (Corequisite: BCV 0110L.) Lab fee: \$30.

SP

BCV 0134/0134L Foundation Formwork, Wall and Floor Framing and Lab 3.0 voc. crs.

Topics include procedures necessary to make buildings and houses strong. The course also includes framing and bracing of floors and walls. (Corequisite: BCV 0134L.) Lab fee: \$30.

FA

BCV 0140/0140L Roof Framing I and Lab 3.0 voc. crs.

Topics include basic styles of roofs and construction and framing of a gable, hip and combination roof. (Corequisite: BCV 0140L.) Lab fee: \$30.

SP

CV 0141/0141L Roof Framing II and Timber Construction and Lab 3.0 voc. crs.

This course is a continuation of Roof Framing I. Topics include layout and construction of a combination roof. (Corequisite: BCV 0141L.) Lab fee: \$30.

FA

BCV 0171/0171L Interior Trim and Lab 3.0 voc. crs.

Topics include the fundamentals of wall covering, door hanging, windows, stairs and cabinets. (Corequisite: BCV 0171L.) Lab fee: \$30.

SP

BCV 0173/0173L Exterior Trim and Hardware Finishes and Lab 3.0 voc. crs.

Topics include the different types of exterior finishing material and their application. The course also includes the different finish and rough hardware methods of installation, intended uses and appearances. (Corequisite: BCV 0173L.) Lab fee: \$30.

SP

BCV 0921 Carpentry Co-op Work Experience I 4.0 voc. crs.

This is a third semester course for Co-op Work Experience. It introduces the on-the-job work experience and hands on training in basic carpentry skills. Students will work in the construction field to receive credit for this class.

FA, SP

BCV 0922 Carpentry Co-op Work Experience II 4.0 voc. crs.

This is the fourth semester course for Carpentry Co-op Work Experience. It introduces the on-the-job work experience and hands on training in basic carpentry skills. This course will expand on the students job skills and work experience.

FA, SP

BOT 1010/1010L General Botany and Lab 4 sem. hrs.

General principles of the structural organization and function of plants emphasizing cellular structure and physiology, anatomy, genetics, growth and diversity of plants. (Prerequisite or corequisite: ENC 1101.

Corequisite: BOT 1010L.) Lab fee: \$35.

FA, SP

BSC 1080 Basic Anatomy & Physiology for Health Careers 3 sem. hrs.

Surveys the structure and function of the various systems of the human body as applied to certificate health programs. (May not be used toward degree requirements.)

FA, SP, SU

BSC 1005 Survey of Biological Science (For Non-Science Majors) 3 sem. hrs.

A survey of topics in biology designed to meet the informational needs of the non-scientist. Coverage of topics in molecular, cellular, organismal and population biology is included. (Not intended for science, engineering or pre-professional health-related majors.) (Prerequisite or corequisite: ENC1101.)

FA, SP, SU

BSC 1005L Survey of Biological Science Laboratory (For Non-Science Majors) 1 sem. hr.

The laboratory consists of observation, demonstration and experiments which correlate with the lecture.

(Prerequisite or corequisite: ENC1101. Corequisite: BSC 1005.) Lab fee: \$30.

FA, SP, SU

BSC 1010/1010L General Biology I (For Science Majors) and Lab 4 sem. hrs.

Basic principles, which apply to the nature of plant and animal cells, including metabolism, reproduction, protein synthesis and genetics. (Prerequisites or corequisites: ENC1101 and MAT1033. Corequisite: BSC 1010L.) Lab fee: \$50.

FA, SP, SU

BSC 1011/1011L General Biology II (For Science Majors) and Lab 4 sem. hrs.

A survey of the evolution, morphology, physiology and ecology of the five kingdoms of living organisms.

(Prerequisite: BSC 1010/1010L. Corequisite: BSC 1011L.) Lab fee: \$50.

FA, SP, SU

BSC 1020 Human Biology 3 sem. hrs.

This course provides an introduction to scientific inquiry in relationship to the human body, its systems and basic functions with emphasis on homeostasis mechanisms. Not intended for science majors. (Prerequisite or corequisite: ENC 1101.)

FA, SP, SU

BSC 1085/1085L Human Anatomy & Physiology I and Lab 4 sem. hrs.

Structure and function of the integumentary, skeletal, muscular and nervous systems of the human body. Course also will cover basic cytology and histology. This course is designed for students in health professions.

(Prerequisite or corequisite: ENC1101.) A background in biology and chemistry strongly recommended.

(Corequisite: BSC 1085L.) Lab fee: \$50.

FA, SP, SU

BSC 1086/1086L Human Anatomy & Physiology II and Lab 4 sem. hrs.

A continuation of BSC 1085C. This course covers the structure and function of the digestive, urinary, respiratory, endocrine, circulatory and reproductive systems. This course is designed for students in health professions. (Prerequisite: BSC 1085/1085L. Corequisite: BSC 1086L.) Lab fee: \$50.

FA, SP, SU

BSC 2905 Directed Study in Biological Science 1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

BSC 2930* Biological Themes in Film 3 sem. hrs.

An introductory course in general biology exploring the major themes of biology by analyzing their applications in science fiction films. Topics include biotechnology, evolution, conservation, and biomedical ethics. This course satisfies the General Education requirement for Biological Science. This course cannot be substituted for BSC 1010 and BSC 1011. (Prerequisite or corequisite: ENC 1101.)

FA, SP, SU *Pending assigned course number.

BUL 2241 Business Law I 3 sem. hrs.

An introduction to judicial procedures that include legal rights and social forces; government, business, and society; ethics and contracts. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

BUL 2242 Business Law II 3 sem. hrs.

Continuation of BUL 2241. The context of Business Law II reflects current thinking and recent changes in the law. Also examined are areas of the Uniform Commercial Code; creditor's rights; and agency, employment, partnership, corporations, and special ventures. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

CAP 1801 Simulation Fundamentals 3 sem. hrs.

This is an introductory course in simulation technology. Students will learn the basic concepts in safety and housekeeping, basic sim-related software and hardware, instrumentation, documentation, and publications as related to the simulation industry. Lab fee: \$20.

FA

CAP 2023 Introduction to Game Programming 3 sem. hrs.

During this course student will complete a ready-to-play, 3D animated game. This is a fast-paced, hands-on class to introduce the student to programming essentials, scripting, networking, GUI, textures, skins and 3D math. Students program clients and server modules; users interface; model and animate 3D characters, vehicles, terrains, and environments; program sound and music; and finally play test the finished game. Lab fee: \$20.

FA, SP, SU

CAP 2804 Advanced Simulation Systems 4 sem. hrs.

The student will build on basic knowledge of simulator systems and operations gained in Simulation Fundamentals. Evaluation of simulator performance in comparison to requirements with consideration of government and manufacturing standards and statement of work documentation is included. Overall alignment procedures will also be covered. (Prerequisites: CAP1801 and ETM2315.) Lab fee: \$50.

SP

CCJ 1010 Introduction to Criminology 3 sem. hrs.

Survey of the social origins of criminal law, the administration of criminal justice, the causes of criminal behavior and the prevention and control of crime. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: \$5.

FA, SP, SU

CCJ 1020 Introduction to Criminal Justice 3 sem. hrs.

Exposure to the philosophical and historical background of criminal justice agencies and evaluation of their purpose, functions and contemporary problems. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: \$5.

FA, SP, SU

CCJ 2500 Juvenile Delinquency 3 sem. hrs.

Study of the juvenile justice system emphasizing definitions, causes, prevention, control of juvenile delinquency and rehabilitation of the delinquent youth. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: \$5.

FA, SP, SU

CCJ 2905 Directed Study in Criminal Justice 1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college

prep courses.)

FA, SP, SU

CCJ 2949 Cooperative Education Experience in Criminal Justice 1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

CCJ 2647 Organized Crime 3 sem hrs.

An examination of organized crime, including structures, histories and activities, and issues of surrounding efforts to define and control it.

FA

CEN 2304 Microsoft Windows Professional 4 sem. hrs.

Installing, configuring and supporting Microsoft Windows Professional in a workgroup or domain to prepare for MCP Exam 70-270, a core requirement for MCSA and MCSE certifications. Lab fee: \$50.

FA, SP

CET 1114/1114L Digital Fundamentals and Lab 4 sem. hrs.

First course in digital theory covers number systems, including binary, octal, hexadecimal and decimal. Also includes logic gates, Boolean algebra, decoders, flip-flops, counters and programmable logic devices.

(Corequisite: CET 1114L.) Lab fee: \$20.

FA, SP

CET 1173/1173L A+: Computer Hardware and Lab 3 sem. hrs.

Designed to teach the fundamentals needed to perform board-level servicing of desktop computers systems. Also covers how the hardware used in the computer works and interacts with other hardware. Introduces how printers work and basic troubleshooting procedures used with printers. Also introduces to other computing devices such as Notebook Computers and PDAs. This course prepares students for the core A+ Exam.

(Corequisite: CET 1173L.) Lab fee: \$20.

FA, SP

CET 1600 Network Plus 4 sem. hrs.

Basic concepts of network communication using the OSI model. Media, access protocols, routing, reliability, network services. Concepts of routing on an internet work. Prepares students for Network Plus certification exam. Lab fee: \$50.

FA, SP

CET 2123/2123L Microcomputer and Basic Digital Communications and Lab 4 sem. hrs.

This course includes the architectural study of a microprocessor with its bus system and instruction set. An introduction to the principles of digital communications is also included in this course. (Prerequisites: CET 1114/1114L and EET 1141/1141L. Corequisite: CET 2123L.) Lab fee: \$20.

FA, SP

CET 2154 A+: Computer Operating Systems and Lab 4 sem. hrs.

This course is designed to present proper preventative and corrective maintenance procedures for computers for computer systems. Also covers the basic installation and function of Windows operating systems as well a brief introduction to the Linux operating system. The installation use of basic applications such as Spyware removers, Anti-Virus software, and software firewalls are also covered. This course prepares students for the A+ Software Exam. Lab fee: \$20.

FA, SP

CET 2615 Advanced Cisco Router Configuration 4 sem. hrs.

Advanced techniques in configuration of Cisco routers in Internet works, including utilization of configuration files downloaded from a TFTP server, employing advanced Cisco IOS EXEC commands. Lab fee: \$50.

FA, SP

CET 2620 Cisco Wide Area Network (WAN) 4 sem. hrs.

Routing WAN services and encapsulation, WAN design, PPP operation and authentication, ISDN capabilities and configuration, Frame Relay, subinterfaces and configuration. CCNA 640-607 certification exam.

(Prerequisite or corequisite: CET 2615.) Lab fee: \$50.

FA, SP

CET 2625 Building Scalable Cisco Internetworks 4 sem. hrs.

The Building Scalable Cisco Internetworks (BSCI) course focuses on using Cisco routers connected in LANs and WANs typically found at medium to large network sites. Upon completion of this training course, students will be able to select and implement the appropriate Cisco IOS services required to build a scalable, routed network. BSCI is part of the recommended training path for those students seeking the Cisco Certified Network Professional (CCNP) and Cisco Certified Design Professional (CCDP). (Prerequisite: CET 2615.) Lab fee: \$50.

FA

CET 2626 Building Cisco Remote Access Networks 4 sem hrs.

In the Building Scalable Remote Access Networks (BSRAN) course, students learn how to build, configure and

troubleshoot a remote access network to interconnect central sites to branch offices and home offices. Students also learn how to control access to the central site, as well as to maximize bandwidth utilization over the remote links. BSRAN is part of the recommended training path for those students seeking the Cisco Certified Network Professional (CCNP), Cisco Certified Design Professional (CCDP), and Cisco Certified Internetwork Expert (CCIE) certifications. (Prerequisite: CET 2615.) Lab fee: \$50.

SP

CET 2660 Fundamentals of Network Security 4 sem. hrs.

This course introduces the student to the concepts and methods of securing a computer network. The course includes general security concepts, legal aspects of computer crime, cyber-crime culture, viruses, types of attack, communications security, cryptology, access control, firewalls, intrusion detection and disaster preparedness. This course prepares the student for the CompTIA Security+ certification. Students must have a thorough knowledge of TCP/IP prior to enrolling. (Prerequisite: CET 1600 or CEN 2304.) Lab fee: \$50.

FA, SP

CET 2850 Wireless Networking 4 sem hrs.

Site survey, installation, configuration, and troubleshooting of Wireless Local Area Networks. Basic RF and antenna theory. (Prerequisite: CET 1600.) Lab fee: \$50.

FA, SP

CET 2949 Cooperative Education Experience in Computer Engineering Technology 1- 4 sem.

hrs. (Prerequisite: 12 semester hours of approved Computer Science courses and permission of Computer Science chairperson.)

FA, SP, SU

CGS 1002 Introduction to Microcomputer Operations 1 sem. hr.

This is an introductory hands-on course that teaches the essentials of using the Windows Operating System. Emphasis on the use and management of the explorer, the taskbar, the desktop and menus, online help, disk tools and accessories. Lab fee: \$10.

SP

CGS 1060/1060L Basic Computer Concepts and Lab 3 sem. hrs.

This course is intended for first time computer users and concentrates on basic computer literacy. Students completing this course will have a concrete understanding of how to use a personal computer, manage computer files, use the Windows operating system and its various tools, send and receive e-mail and utilize the Internet to access information. Furthermore, the student will receive hands on experience with word processing, spreadsheet, presentation and other application programs. The course will be composed of classroom lectures together with hands-on computer exercises. (Corequisite: CGS 1060L.) Lab fee: \$20.

FA, SP, SU

CGS 1555 Internet Web Foundations (HTML, CSS) 3 sem. hrs.

An introductory course designed to teach the basic hands-on skills and knowledge that today's business and Internet professionals are expected to understand and use. The three major topics covered are: internet fundamental uses, web page development using HTML, CSS, Web page design, and various fundamental web server management skills. Students will perform a variety of practical tasks and assignments. Lab fee: \$20.

FA, SP

CGS 1570 Introduction to Computer Applications 1 sem. hr.

This is a short introductory course, which introduces students to word processing, spreadsheets, database and presentation software. Students participate in hands-on activities using these software applications. Lab fee: \$10.

FA, SP

CGS 2100 Microcomputer Applications 3 sem. hrs.

An introduction to computer operations including Windows operating system, e-mail, internet, and the use of software packages, including word processing, spreadsheets, data base management and presentation software. Lab fee: \$20.

FA, SP, SU

CGS 2512 Advanced Computer Spreadsheets and Graphics Presentations 3 sem. hrs.

This course examines advanced spreadsheet techniques such as @Functions, formula development, what-if tables and database operations. Also covered is the planning and development of graphics presentations. (Prerequisite: CGS 2100 or demonstration of basic proficiency with computer spreadsheets.) Lab fee: \$20.

SP

CGS 2820 Web Programming (JavaScript, Ajax, ASP.Net) 3 sem. hrs.

This project-based course deals with a variety of web design tools used to access, design, and develop web sites. The students will be trained in techniques for creation and implementation of well-designed Dynamic Web sites using a design tool and a client side scripting language like JavaScript, Ajax, and server side technique with ASP.Net. (Prerequisite: CGS 1555 or permission from the Computer Science chairperson.) Lab fee: \$20.

FA, SP

CGS 2821 Advanced Web Programming (XML, ASP.Net, SQL Server) 3 sem. hrs.
This course continues the participants' development of skills using advanced web design techniques. Students will gain hands-on experience in creating and applying XML documents to web pages; understand XML mechanics and applications; manage XML data with ASP.Net and SQL Server programming. (Prerequisite: CGS2820 or permission from the Computer Science chairperson.) Lab fee: \$20.

FA

CGS 2905 Directed Study in Computer Software Applications 1-4 sem. hrs.

FA, SP, SU

CHD 1104 Introduction to Early Childhood Education 13 sem. hrs.

This course is designed to introduce the student to the field of Child Development and Education, with an emphasis on the historical, philosophical, psychological and sociological foundations of Early Childhood Education. (Corequisite: CHD 1104L.)

FA

CHD 1104L Introduction to Early Childhood Education I Lab 1 sem. hr.

Designed to provide the student with a supervised observation experience in a child care setting. (Corequisite: CHD 1104.) Lab fee: \$6.

FA

CHD 1220 Child Growth and Development 3 sem. hrs.

A study of the interplay of biological factors, human interaction, social structure and cultural forces involved in shaping the growing child.

FA, SP, SU

CHD 1430 Observation, Recording and Assessment 3 sem. hrs.

This course covers techniques for observing, recording and assessing the behavior of young children.

FA

CHD 1820 Introduction to Early Childhood Education II 3 sem. hrs.

An overview of facilities, equipment, program planning and family involvement, using educational objectives and lesson plans in the preschool. Includes field experiences. (Corequisite: CHD 1820L.)

SP

CHD 1820L Introduction to Early Childhood Education II Lab 1 sem. hr.

Designed to provide the student with a supervised observation and participation experience in a child care setting. (Corequisite: CHD 1820.) Lab fee: \$6.

SP

CHD 2110 Infant/Toddler Development 4 sem. hrs.

A study of the physical, social, emotional and mental development of infants and toddlers.

FA

CHD 2236 Introduction to School-Age Child Care 3 sem. hrs.

This course is designed to introduce the student to the field of school-age care. An emphasis is placed on the historical, sociological, philosophical and psychological foundations of school-age care. The student explores the role of health, safety, nutrition, and recreation in the school-age care program and the establishment of positive relationships with families. Issues relating to school-age children, such as characteristic health problems and positive self-management are examined. This course is intended to meet partial educational requirements for the Florida School-Age Certification Training Program.

FA

CHD 2320 Curriculum Planning for Early Childhood 3 sem. hrs.

A course designed to study and develop competencies in lesson planning, curriculum design, record keeping, diagnostic/evaluative procedures and teaching techniques using preschool settings. This course is intended to meet one of the educational requirements for the Advanced Level Child Care and Education Administrator Credential as defined by the state of Florida. (Prerequisite: Permission of chairperson.)

SP

CHD 2333/2333L Creative Activities for the Young Child and Lab 3 sem. hrs.

Designed to develop competencies in planning and supervising creative activities and to provide students with skills acquisition necessary to develop and adapt learning materials for the young child. (Corequisite: CHD 2333L.) Lab fee: \$23.

FA

CHD 2334 Language Arts for the Young Child 3 sem. hrs.

A course covering skills and concepts required by teachers of young children to plan developmentally appropriate activities in language development, reading readiness and storytelling. (Corequisite: CHD 2334L.)

FA

CHD 2334L Language Arts Activities Lab..... 1 sem. hr.
Supervised laboratory experience with young children. Emphasis is placed on planning and implementing learning experiences in language arts and storytelling. Two hours laboratory. (Corequisite: CHD 2334.) Lab fee: \$13.

FA

CHD 2335/2335L Music and Motor Activities for the Young Child..... 3 sem. hrs.
Designed to teach the value of musical and physical activities in the child's life and ways to incorporate musical and motor activities in creative learning experience in the preschool. (Corequisite: CHD 2335L.)

SU

CHD 2338 Math and Science for the Young Child..... 3 sem. hrs.
A course covering the skills and concepts required by teachers of young children to plan developmentally appropriate activities in math, safety, science and food experience. (Corequisite: CHD 2338L.)

SP

CHD 2338L Math and Science Activities Lab..... 1 sem. hr.
Supervised laboratory experience with young children. Emphasis on planning and implementing learning experiences in math, science, social studies and art. Two hours laboratory. (Corequisite: CHD 2338.) Lab fee: \$3.

SP

CHD 2382 Planning Curriculum for School-Age Care Programs..... 3 sem. hrs.
This course is designed to study and develop competencies in planning for child-centered school-age programs that foster critical thinking skills and reinforce and support math, science, social science, and language and literacy development, and the creative development of school-age children. Students learn to design activities that help children develop interpersonal skills and their own self-concept, promote multicultural understanding, and teach school-age children cooperative learning strategies.

SP

CHD 2440 Child Development Practicum..... 6 sem. hrs.
The course is designed to provide students with a supervised internship in a selected educational program for young children. (Prerequisite: Permission of chairperson.) Lab fee: \$3.

SU

CHD 2801 Child Development Management..... 3 sem. hrs.
Child care management course covering director responsibilities in implementing and administering an early childhood program, staff selection and supervision and financially managing the program. This course is intended to meet the educational requirements for the foundational-level child care and Educational Administrator Credential as defined by the state of Florida, and can be used toward the advanced level of the credential.

FA

CHD 2930 Special Topics in Early Childhood..... 1 sem. hr.
This course provides an overview of the roles and requirements of various children care professionals.

SP

CHD 2949 Cooperative Education Experience in Child Development 1-4 sem. hrs.

FA, SP, SU

CHM 1025/1025L Introduction to Chemistry and Lab 4 sem. hrs.
Survey of modern chemistry, designed particularly for those with little or no chemistry background or for those needing an overview of chemistry. May also be used as a preliminary to CHM 1045/1045L. Three-hour lecture, one-hour recitation/ laboratory. (Prerequisites or corequisites: ENC 1101 and MAT 1033. Corequisite CHM 1025L.) Lab fee: \$35.

FA, SP, SU

CHM 1045/1045L General College Chemistry I and Lab 4 sem. hrs.
Fundamental laws and theories of chemistry and related laboratory experiments. Designed for students majoring in science. Three-hour lecture, three-hour laboratory. (Prerequisites or corequisites: ENC 1101 and MAC 1105 and satisfactory completion of CHM 1025/1025L or evidence of satisfactory achievement in high school chemistry. Corequisite: CHM 1045L.) Lab fee: \$50.

FA, SP, SU

CHM 1046/1046L General College Chemistry II and Lab 4 sem. hrs.
Continuation of CHM 1045/1045L. Three-hour lecture, three-hour laboratory. (Prerequisite: CHM 1045/1045L or permission of chairperson. Corequisite: CHM 1046L.) Lab fee: \$50.

FA, SP, SU

CHM 2120/2120L Introduction to Analytical Chemistry and Lab 4 sem. hrs.
The principles and laboratory techniques of quantitative analytical methods,

with emphasis on problem solving and choice of analytical methods. (Prerequisite: CHM 1046/1046L. Corequisite: CHM 2120L.) Lab fee: \$40.

SU

CHM 2205/2205L Introduction to Organic and Biochemistry and Lab 4 sem. hrs.

An introduction to organic and biochemistry for Allied Health students. Course stresses the chemistry of functional groups and a survey of biochemistry. Compounds will be analyzed and synthesized in the laboratory. (Prerequisite: CHM 1025/1025L or CHM 1045/1045L. Corequisite: CHM 2205L.) Lab fee: \$50.

SP

CHM 2210/2210L Organic Chemistry I and Lab 4 sem. hrs.

The first semester of the CHM 2210/2210L - 2211C/2211L sequence. A study of the structure, synthesis and reactions of organic compounds. Three-hour lecture, three-hour laboratory. (Prerequisite: CHM 1046/1046L. Corequisite: CHM 2210L.) Lab fee: \$50.

FA, SP

CHM 2211/2211L Organic Chemistry II and Lab 4 sem. hrs.

Continuation of CHM 2210/2210L. (Prerequisites: Appropriate placement scores or successful completion of college prep courses; and CHM 2210/2210L. Corequisite: CHM 2211L.) Lab fee: \$50.

SP, SU

CHM 2905 Directed Study in Chemistry 1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

CIS 2110/2110L Data Organization and Management and Lab 3 sem. hrs.

Advanced concepts using Microsoft Access. Topics covered include creating table structures, enforcing referential integrity, creating and modifying forms, creating and modifying reports and saving objects as Web pages. This course covers topics required by the Microsoft Office Specialist (MOS) certification exam. (Corequisite or Prerequisite: COP 1000 or permission of Computer Science chairperson. Corequisite: CIS 2110L.) Lab fee: \$20.

FA, SP

CIS 2325 Project Management w/Microsoft Project 3 sem. hrs.

This course provides an introduction to the basic elements of Project Management. Students build project plans using Microsoft Project software. The text used covers the objectives for the Microsoft Office Specialist (MOS) "core" certificate. (Prerequisite: CGS 2100.) Lab fee: \$20.

FA, SP

CIS 2905 Directed Study in Computer and Information Systems 1-4 sem. hrs.

Independent individual or team studies, projects and practical in computer and information sciences under the direction of the Computer Science faculty. Specific content to be arranged. May be repeated with change of content. (Prerequisite: Permission of chairperson.)

FA, SP, SU

CIS 2935 Computer Science Seminar 1 sem. hr.

Discussion of computer programming work experience and special topics in computer science.

(Prerequisite: permission of chairperson.)

FA, SP, SU

CIS 2949 Cooperative Education Experience in Computer and Information Systems 1-4 sem. hrs.

(Prerequisite: 12 semester hours of approved Computer Science courses and permission of Computer Science chairperson.)

FA, SP, SU

CJC 1000 Introduction to Corrections 3 sem. hrs.

A lecture/discussion of the organization and functions of corrections within the criminal justice system emphasizing the evolution of corrections for the rehabilitation of offenders. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: \$5.

FA, SP, SU

CJD 0750 Corrections Interpersonal Skills II 1.67 voc. crs.

Human adjustment to imprisonment as well as basic characteristics of inmate societies are explored. Emphasis on officer interpersonal skills.

FA, SP, SU

CJD 0752 Correctional Operations 2.13 voc. crs.

The general operation of correctional facilities is studied, including inmate intake, daily care, institutional procedures and officer tasks.

FA, SP, SU

- CJD 0770 Corrections Legal I 1.53 voc. crs.**
An introductory review of the criminal justice system and a history of law. The foundation and basic components of law are studied. Emphasis on correctional officer application. Lab fee: \$39.
FA, SP, SU
- CJD 0771 Corrections Legal II 73 voc. crs.**
Constitutional law as it relates to the public, police and corrections are examined. Law topics of study include evidence procedures, arrest law, search and seizure and criminal liability of officers.
FA, SP, SU
- CJD 0772 Corrections Communications 1.40 voc. crs.**
The entire report writing process is covered. Topics include interviewing, interrogation, IPC skills, radio and telephone procedures and practical exercises.
FA, SP, SU
- CJD 0773 Corrections Interpersonal Skills I 2.07 voc. crs.**
Basic components of human needs and behavior are explored, as are the needs of various groups within the inmate society, including substance abusers, juveniles, mentally ill and handicapped. Crisis intervention, stress management and human and cultural diversity are also explored in depth.
FA, SP, SU
- CJE 1670 Crime Scene Investigation 3 sem. hrs.**
This course strives to depict the role of the forensic scientist in the criminal justice system. This course is designed for the non-scientific student. The course is a classroom introduction to the world of forensic science that includes Internet application, ability and limitations of the modern crime laboratory. Forensic science begins at the crime scene. If an investigator cannot recognize, collect, and package evidence properly, no amount of equipment or expertise in the laboratory will salvage the situation.
SP
- CJK 0007 Introduction to Law Enforcement 37 voc. crs.**
This course provides the student with an overview of the Criminal Justice System and the Criminal Justice Standards and Training Commission. Lab fee: \$57.
FA, SP, SU
- CJK 0008 Law Enforcement Legal 2.30 voc. crs.**
Constitutional law as it relates to the duties of a law enforcement officer is examined. Law topics of study include arrest laws, search and seizure and evidence procedures.
FA, SP, SU
- CJK 0011 Human Issues in Law Enforcement 1.33 voc. crs.**
This course teaches students the appropriate procedures for dealing with people who have special needs, such as, mentally ill, mentally retarded, substance abusers and persons with physical disabilities.
FA, SP, SU
- CJK 0017 Law Enforcement Communications 2.53 voc. crs.**
The entire police report writing process is covered. Topics include interviewing and interrogation, IPC skills, radio and telephone procedures, as well as practice exercises.
FA, SP, SU
- CJK 0020 CMS Law Enforcement Vehicle Operations 1.60 voc. crs.**
Components of the police driving environment are explored and practical exercises on the driving range are conducted. Vehicle pullovers and felony traffic stops are included via lecture, demonstration and scenario. Lab fee: \$200.
FA, SP, SU
- CJK 0031C CMS First Aid for Criminal Justice Officers 1.33 voc. crs.**
Based on DOT's first responder to medical emergencies. Included are major types of communicable diseases among adults, signs and symptoms of each and methods of transmission. Lab fee: \$25.
FA, SP, SU
- CJK 0040C CMS Criminal Justice Firearms 2.67 voc. crs.**
Handgun and shotgun use, safety procedures and ammunition use are covered in lecture. Introduction includes weapons qualifications. Lab fee: \$200.
FA, SP, SU
- CJK 0061 Law Enforcement Patrol I 1.93 voc. crs.**
Addresses the daily skills and techniques needed by officers to perform patrol tactics.
FA, SP, SU
- CJK 0062 Law Enforcement Patrol II 1.33 voc. crs.**
Students learn how to respond to the various types of calls that face today's patrol officer.
FA, SP

- CJK 0071 Criminal Investigations 1.87 voc. crs.**
 Students become familiar with all of the various types of crimes and investigations that a law enforcement officer is likely to encounter.
FA, SP, SU
- CJK 0076 Crime Scene Investigations 80 voc. crs.**
 This course is designed to introduce the students to the process of investigating specific crime scenes including, domestic violence, child abuse, elder abuse and death investigations.
FA, SP, SU
- CJK 0081 Law Enforcement Traffic Stops 1.60 voc. crs.**
 This course introduces the student to the basic rules for conducting safe, effective traffic stops, handling unattended vehicles and determining the impairment of a driver.
FA, SP, SU
- CJK 0086 Law Enforcement Traffic Crash Investigations 1.07 voc. crs.**
 This course introduces the student to traffic crash investigations, law pertaining to traffic crashes and procedures for responding to a traffic crash.
FA, SP, SU
- CJK 0095 Criminal Justice Special Topics 3 sem. hrs.**
 This course is designed to prepare students for the state of Florida law enforcement officer certification examination. The major learning outcomes for all of the courses in the basic law enforcement recruitment training program will be reviewed. Test strategies will also be taught.
SU
- CJK 0096 Criminal Justice Officer Physical Fitness Training..... 2.00 voc.crs.**
 This course evaluates the student's level of fitness, then develops a program of improvement through exercise and instruction in areas of nutrition, stress management and basic training techniques. This course is for students enrolled in the Basic Law Enforcement Recruit Training program.
FA, SP, SU
- CJK 0255 Correctional Probation Firearms..... 53 voc. crs.**
 This course covers firearms safety procedures and the basic principles of firing a handgun and shotgun. The use of chemical agents is also covered. Lab fee: \$50.
FA, SP, SU
- CJK 0271 Corrections Legal II 73 voc. crs.**
 Constitutional law as it relates to the public and police are examined. Law topics of study include evidence procedures, arrest law, search and seizure and criminal liability of officers.
FA, SP, SU
- CJK 0272 Corrections Communications..... 1.40 voc. crs.**
 The entire report writing process is covered. Topics include interviewing and interrogation, IPC skills, radio and telephone procedures and practical exercises.
FA, SP, SU
- CJK 0273 Correctional Probation Caseload Management 1.33 voc. crs.**
 This course familiarizes students with methods of managing a probation caseload of felony offenders.
FA, SP, SU
- CJK 0274 Correctional Probation Supervision..... 2.93 voc. crs.**
 This course is an introduction to the basic responsibility of a probation officer in the supervision of criminal offenders. Identification of problems an offender may have are explored.
FA, SP, SU
- CJK 0275 Correctional Probation Investigations 1.30 voc. crs.**
 This course is an introduction to the types of investigations completed by the correctional probation officer with the major emphasis on the Presentence Investigation.
FA, SP, SU
- CJK 0276 Correctional Probation Management Information Systems..... 90 voc. crs.**
 This course familiarizes the student with various computer information systems utilized by the correctional probation officer.
FA, SP, SU
- CJK 0280 Criminal Justice Officer Physical Fitness Training 1.33 voc. crs.**
 This course evaluates the student's level of fitness, then develops a program of improvement through exercise and instruction in the areas of nutrition, stress management and basic training techniques. This course is for students enrolled in the Basic Correctional Officer Recruit Training program.
FA, SP, SU

JK 0281 Criminal Justice Officer Physical Fitness Training 1.13 voc. crs.

This course evaluates the student's level of fitness, then develops a program of improvement through exercise and instruction in the areas of nutrition, stress management and basic training techniques. This course is for students enrolled in the Correctional Probation Officer Academy. FA, SP, SU

CJK 0422 Dart Stun Gun Firing Course 0.27 voc crs.

This course familiarizes the student with the function and effects of a dart firing stun gun. This course is required by the State of Florida. Lab fee \$30.

FA, SP, SU

CJK 0480 Emergency Preparedness..... 87 voc. crs.

Riot, disturbance control and fire fighting skills are studied and practiced. Lecture includes methods of riot prevention, handling unusual occurrences, emergency procedures and what to do if taken hostage.

FA, SP, SU

CJK 0551 CMS Criminal Justice Defensive Tactics 2.67 voc. crs.

Unarmed defense, restraining and apprehending techniques are taught. Special emphasis on the "use of force" continuum. Restraining devices, impact weapons, pressure points, chemical agents, and use of aerosol subject resistance, and officer fitness are also covered. Lab fee: \$55

FA, SP, SU

CJK 0790 Correctional Probation Legal..... 1.90 voc. crs.

This course provides an overview of the criminal justice system and a history of law. Court procedure and testimony are also examined. Emphasis is given to elements of various crimes. Civil and criminal liability of officers is studied. Lab fee: \$39.

FA, SP, SU

CJK 0793 Correctional Probation Interpersonal Communication Skills 1.47 voc. crs.

This course concentrates on the development of good interpersonal communication skills and their effectiveness in working with diverse groups of people and intervening in crisis situations.

FA, SP, SU

CJT 2100 Criminal Justice Investigation..... 3 sem. hrs.

This course introduces the student to the elements of criminal investigation, crime scene examination, collection of evidence and searching for witnesses, developing and questioning suspects, and protecting physical evidence.

SU

CLP 2001 Psychology of Adjustment 3 sem. hrs.

An exploration of the process of personal and social growth. Emphasis is placed on increasing self-understanding and personal effectiveness. (Prerequisite or Corequisite; ENC 1101.)

FA, SP, SU

CLP 2140 Abnormal Psychology 3 sem. hrs.

A study of terminology, diagnostic categories and treatment methods of major types of psychological disturbances. (Prerequisite or Corequisite: ENC 1101.)

FA, SP, SU

COP 1000 Principles of Computer Programming 3 sem. hrs.

This course provides the beginning programmer with a guide to developing structured program logic, and assumes no programming language experience. Programming concepts together with program definition, algorithms, flow charts, debugging, documentation, pseudocode, and a high-level language are introduced. Lab fee: \$20.

FA, SP

COP 2001/2001L Computer Programming "C++" and Lab 3 sem. hrs.

A continuation of Computer Programming I using "C." Object-oriented programming concepts and fourth generation languages will be introduced and applied. (Prerequisite: COP 1000 course or permission of Computer Science chairperson. Corequisite: COP 2001L.) Lab fee: \$20.

SP

COP 2010 Visual Basic Programming 3 sem. hrs.

A first course in object-oriented programming using Microsoft Visual BASIC.NET for Windows. Topics covered will be the programming environment and how to use it, use of programming values and variables, conditional statement and loops, modules and parameter passing and use of color and windows forms for communication with the user. An introduction to ASP.NET and database access will be covered. (Prerequisite: COP 1000 or permission of Computer Science chairperson.) Lab fee: \$20.

FA, SP

COP 2011 Advanced Visual Basic Programming 3 sem. hrs.

The student applies the Visual Basic programming language to more advanced problems including accessing SQL Server databases, creating Web forms, and creating custom controls. The student designs, implements and

documents computer programs using Microsoft's Visual Basic.NET development environment. This course covers competencies of the developing and implementing Windows-based Applications with Microsoft Visual Basic.NET and Visual Studio.NET exam (70-306) of the Microsoft Certified Application Developer (MCAD) certification. (Prerequisite: COP 2010 or permission of Computer Science chairperson.) Lab fee: \$20.

FA

COP 2220 Computer Programming "C" 3 sem. hrs.

Hands-on, introductory study of C Programming language as applied to business applications. The course includes arrays, pointers, functions, I/O operations, data structures, and operating system interaction. Students write and compile their program in multiple platforms and compilers. Students also learn debugging techniques in existing malfunctioning programs and customize programs according to specifications. (Prerequisite: COP 1000 or MAC 1105.) Lab fee: \$20.

FA, SP

COP 2335 Advanced C++ and DirectX Programming 3 sem. hrs.

The student applies the C++ programming and the Microsoft Foundation classes to create applications that run under the Microsoft Windows operating system. Topics include creating Windows applications, Web services and server-side coding. The student designs, implements and documents programs using Microsoft's Visual Studio development environment. (Prerequisite: COP 2001/2001L or permission of Computer Science chairperson.) Lab fee: \$20.

FA

COP 2510 Software Design and Development 3 sem. hrs.

This course deals with the techniques used in analysis, design, and development of computer system software through data flow analysis and system development life cycle including traditional (and object) analysis, requirements analysis, specification, systems design, implementation, and maintenance. (Prerequisite: COP 2001/2001L or COP 2010 or COP 2220 or COP 2800 or permission of Computer Science chairperson.) Lab fee: \$20.

SP

COP 2700 Introduction to Database Management 3 sem. hrs.

This class covers the concepts of relational databases and the industry standard SQL language. Students are taught the relational model to create and maintain database objects. Data analysis, logical and physical structure will be covered. Students will learn data definition language and data manipulation language syntax in SQL. CASE tools will be used to analyze data structure. Lab fee: \$20.

FA

COP 2800 Computer Programming "Java" 3 sem. hrs.

The high-level computer language "java" is used to solve business problems. Course includes basics, object-oriented programming, graphical user interfaces with event-driven programming and applets used in web pages. (Prerequisite: COP 1000 or permission of Computer Science chairperson.) Lab fee: \$20.

FA, SP

COP 2831 Web Scripting (PHP) 3 sem. hrs

This course is designed to teach Web server-side programming skills. Students completing this course will be able to develop a complete Web site, maintain and manage the Web site. Students will learn the essentials of Web server-side programming language, database, and server, write server-side programming code, integrate the code into Web pages, and identify different uses and applications of scripts in Web sites and/or other multimedia projects. (Prerequisite: CGS 2820.) Class materials fee: \$20.

SP

COP 2881 Advanced Java Programming 3 sem. hrs.

This course expands on the Java programming basics to explore advanced Java topics such as inner classes, object serialization, and multithreading. Many of the objectives for Sun Java Certification are covered. (Prerequisite: COP 2800.) Lab fee: \$20.

SP

COP 2833 Web Application Development - Action Scripting 3 sem. hrs.

This course introduces the student to Macromedia Flash, with an emphasis on ActionScript. Students will learn about Object Composition, Inheritance, Interfaces and Components. They will learn to write object-oriented ActionScript code, integrate it into Web pages, and identify different uses and applications on the scripts in Web sites and/or other multimedia projects. (Prerequisite: COP 1000.) Lab fee: \$20.

SP

COP 2905 Directed Study in Computer Programming 1- 4 sem. hrs.

Independent individual or team studies, projects and practica in computer programming—design, construction, documentation and implementation—under the direction of the Computer Science faculty. Specific content to be arranged. May be repeated with change of content. (Prerequisite: Permission of Computer Science chairperson.)

FA, SP, SU

- COP 2940 Computer Science Internship 2 sem. hrs.**
Six hours per week of practical computer programming experience in a computer installation.
FA, SP, SU
- COP 2949 Cooperative Educational Experience in Computer Programming 1-4 sem. hrs.**
(Prerequisite: 12 semester hours of approved Computer Science courses and permission of Computer Science chairperson.)
FA, SP, SU
- COS 0080/0080L Cosmetology I and Lab..... 8.0 voc. crs.**
Orientation to the field of cosmetology. The student will use classroom and laboratory facilities to develop basic skills and techniques. Lab fee: \$280.(Corequisite: COS 0080L.)
FA, SP, SU
- COS 0081/0081L Cosmetology II and Lab 8.0 voc. crs.**
A continuation of basic skills and concept development. Introduction to principles and concepts of cosmetology. (Prerequisite: COS 0080/0080L. Corequisite: COS 0081L.) Lab fee: \$180.
FA, SP, SU
- COS 0082/0082L Cosmetology III and Lab..... 8.0 voc. crs.**
The student will acquire knowledge of the principles and concepts of cosmetology. Intermediate skills will be perfected on clients in the school-operated salon. (Prerequisites: COS 0080/0080L and COS 0081/0081L. Corequisite: COS 0082L.) Lab fee: \$130.
FA, SP, SU
- COS 0083/0083L Cosmetology IV and Lab 8.0 voc. crs.**
The student will acquire knowledge of the principles of nail care, skin care and hair coloring. Skills will be perfected in the school-operated salon. Prerequisites: COS 0080/0080L, COS 0081/0081L and COS 0082/0082L. Corequisite: COS 0083L.) Lab fee: \$85.50.
FA, SP, SU
- COS 0084/0084L Cosmetology V and Lab 8.0 voc. crs.**
State Board preparation is emphasized. Theoretical knowledge and skills will be perfected to employment competency level. (Prerequisites: COS 0080/0080L, COS 0081/0081L, COS 0082/0082L and COS 0083/0083L. Corequisite: COS 0084L.) Lab fee: \$85.50.
FA, SP, SU
- COS 0905 Directed Study in Cosmetology 1-4 voc. crs.**
FA, SP, SU
- CPO 2001 Comparative Government 3 sem. hrs.**
An introduction to comparative political behavior, processes, institutions and public policy in selected industrial democracies, communist and former communist states and "third world" countries. This course contributes to satisfying the Gordon Rule writing requirement.(Prerequisite or corequisite: ENC 1101.)
FA, SP, SU
- CRW 2100 Fiction Writing 3 sem. hrs.**
An introduction to the techniques of writing fiction. (Prerequisite: ENC 1102 or permission of chairperson.)
FA, SP
- CSP 0905 DIS in Nail Care Specialty – 1-4 voc. crs.**
FA, SP
- CSP 0010/0010L Nail Care Specialty and Lab – Cosmetology 8.0 voc. crs.**
This course/program meets the requirements of the Florida State Board of Cosmetology to prepare the student for the State Board Examination in the area of nail technician. (Corequisite: CSP 0010L.) Lab fee: \$155.
FA, SP, SU
- CTS 2180 Designing Windows Active Directory Services 4 sem. hrs.**
Design a Microsoft Windows® directory services infrastructure in an enterprise network. Strategies are presented to assist the student in identifying the information technology needs of an organization, and then designing an Active Directory structure that meets those needs. MCP Exam 70-219, a core requirement for MCSE. (Prerequisite: CTS 2181 or permission of Computer Science chairperson.) Class materials fee: \$50.
SP
- CTS 2181 Microsoft Windows Active Directory Services 4 sem. hrs.**
Implementation, administration and troubleshooting Windows Active Directory Services. Learn how to plan, create and maintain user and group accounts and profiles. Additional topics, such as DNS name resolution, zone, NTFS permissions and DFS will be discussed. MCP Exam 70-217, a core requirement for MCSE. (Prerequisite: CTS 2810 or permission of Computer Science chairperson.) Class materials fee: \$50.
SP

- CTS 2300 Designing Windows Networks 4 sem. hrs.**
Design a Windows Network infrastructure using network services. Topics include protocols, IP routing, DHCP, DNS, WINS, NAT, Proxy server, RAS, VPN, RADIUS, monitoring, DFS and optimization. MCP Exam 70-221, a core requirement for MCSE. (Prerequisite: CTS 2810 or permission of Computer Science chairperson.) Class materials fee: \$50.
SP
- CTS 2310 Designing Windows Network Security 4 sem. hrs.**
Design a security framework for small, medium and enterprise networks by using Microsoft Windows technologies. This course focuses on securing specific areas of the network. MCP Exam 70-220, a core requirement for MCSE. (Prerequisite: CTS 2810 or permission of Computer Science chairperson.) Class materials fee: \$50.
SP
- CTS 2311 Linux Networking and Security 4 sem hrs.**
This is an advanced course in the Linux operating system emphasizing installing, configuring and using Linux networking services. It also stresses securing the Linux OS in a networked environment. Topics include configuring and using basic networking connectivity, Linux clients, SNMP, mail lists and news servers, email servers, DNS servers, file sharing, FTP servers, NFS, Samba, cryptographic security, password security, file security, routing, firewalls, and intrusion detection. Previous experience with Linux installation and configuration is required. (Prerequisite: CTS 2321.) Class Materials Fee: \$50.
SP
- CTS 2320 Implementing, Managing and Maintaining a Windows Network Infrastructure 4 sem. hrs.**
Introduction to primary protocols and network services required to plan and design a Windows network infrastructure. Topics include TCP/IP, NWLink, DNS, WINS, DHCP, RAS, Network Monitor, IPsec, NAT and Certificate Services. Exam 70-216, a core requirement for MCSA and MCSE certifications. (Prerequisite: CEN 2304 or permission of Computer Science chairperson.) Class materials fee: \$50.
FA, SP
- CTS 2321 Linux System Administration 4 sem. hrs.**
This course is designed to teach students the skills they need to effectively administer the Linux operating system. The course includes Linux server installation, configuration, administration, networking services, security, system maintenance, and troubleshooting tasks. Previous experience with computer hardware configuration, network services and network operating systems is required. Class Materials fee: \$50.
FA, SP
- CTS 2810 Managing and Maintaining a Windows Network Environment 4 sem. hrs.**
Manage a network infrastructure, services and resources to prepare for MCP Exam 70-290, a core requirement for MCSA certification and an elective for MCSE certification. (Prerequisite: CEN 2304 or permission of Computer Science chairperson.) Class materials fee: \$50.
FA, SP
- CTS 2850 Microsoft Exchange Server Implementation and Administration 4 sem. hrs.**
Install, configure, administer and troubleshoot Microsoft Exchange Server. Acquire the knowledge and skills required to perform day-to-day management of an Exchange Server organization. Prepare for MCSE Exam 70-224 an elective for Windows MCSE track. (Prerequisite: CTS 2810 or permission of Computer Science chairperson.) Class materials fee: \$50.
SP
- DAA 1100 Modern Dance I..... 3 sem. hrs.**
Includes conditioning exercises and techniques that provide a vocabulary of movement to develop basic movement phrases and elements of composition. The use of improvisation will be introduced to develop a sense of individual accomplishment and skills.
FA, SP, SU
- DAA 1200 Classical Ballet I 3 sem. hrs.**
Provides a beginning level technique in the discipline of classical ballet.
FA, SP
- DAA 1500 Beginning Jazz Dance 3 sem. hrs.**
Beginning level techniques and movement exploring a broad range of jazz dance. Elements of theater, lyrical and hip hop may be explored.
FA, SP, SU
- DAA 1520 Beginning Tap Dance..... 3 sem. hrs.**
Basic elements of tap dancing: shuffle, slap, and ball change, including varied combinations of these and other elements. Tap notation and varied styles of tap explored.
FA, SP

DAA 2101 Modern Dance II 3 sem. hrs.

Intermediate techniques and performance comprise the course. May be repeated one time for credit.
(Prerequisite: DAA 1100 or permission of chairperson.)

FA, SP

DAA 2201 Classical Ballet II 3 sem. hrs.

A continuation of Classical Ballet I. This course will provide an intermediate level in the discipline of classical ballet. May be repeated one time for credit. (Prerequisite: DAA 1200 or permission of chairperson.)

FA, SP

DAA 2501 Intermediate Jazz Dance 3 sem. hrs.

Dance Secondary level technique in basic movements of contemporary jazz dance. Primary emphasis is placed on lyrical, percussive and contemporary styles of jazz with improvisation choreography. May be repeated one time for credit. (Prerequisite: DAA 1500 or permission of chairperson.)

FA, SP

DAA 2540 Musical Theater Dance 3 sem. hrs.

This course will explore the history of musical theater dance from the 1800s to the present time. Lecture and dance techniques are an integral part of the course methodology. (Prerequisite: DAN 1100 or DAA 1100 or permission of chairperson.)

FA, SP

DAA 2610 Dance Composition 3 sem. hrs.

The analysis of dance movement and vocabulary related to the basic choreographic elements of space, time and energy will be examined. Individual choreography is an integral part of the course. (Prerequisite: DAA 1100 or permission of chairperson.)

FA, SP

DAA 2640/2640L Choreography and Dance Ensemble and Lab 3 sem. hrs.

The creation, preparation and performance of original dance compositions. Students participate in public performances as the Daytona State Dance Ensemble. May be repeated one time for credit. (Corequisite: DAA 2640L.)

FA, SP

DAN 1100 Introduction to Dance 3 sem. hrs.

Lecture-based dance appreciation class. Extensive use of audio/visual materials which highlight the development of contemporary dance in America.

FA, SP

DAN 2740 Stretch and Placement..... 3 sem. hrs.

This course will investigate dynamic alignment principles as they relate to flexibility and movement quality. Emphasis is placed on the anatomical and kinesiological factors involved in movement and range of movement exercises as they relate to any movement oriented skills.

FA, SP

DAN 2906 Directed Study in Dance 1-4 sem. hrs.

FA, SP, SU

DAN 2949 Cooperative Education Experience in Dance 1-4 sem. hrs.

FA, SP, SU

DEA 0000 Introduction to Dental Assisting 1.0 voc. cr.

This course explores the major historical events in dentistry. Other areas of study include ethics and jurisprudence, OSHA regulations, the state dental practice act, certification procedures, expanded functions for dental auxiliaries and an overview of the dental specialties. (Corequisites: DEA 0020/0020L.)

FA

DEA 0020/0020L Chairside Assisting I and Lab 3.5 voc. crs.

This course introduces students to the knowledge and skills that are required of a dental assistant in clinical practice. Emphasis is placed on the knowledge and practice of proper infection control methods, principles of four-handed dentistry and restorative procedures. (Corequisites: DEA 0130, DES 0000 and DEA 0020L.) Lab fee: \$40.

FA

DEA 0130 Biomedical Science 2.0 voc. crs.

This course is an introduction to the fundamentals of anatomy and physiology of the human body, with emphasis on head and neck anatomy. Other areas of study include histology, microbiology, pathology, oral pathology, pharmacology and medical/dental emergencies. (Corequisites: DEA 0020/0020L and DES 0000.)

FA

DEA 0801/0801L Chairside Assisting II and Lab 3.5 voc. crs.

This course is a continuation of DEA 0020 Chairside Assisting I. This course exposes the students to the knowledge and skills that are required for a dental assistant in the various dental specialties. Emphasis is placed

on the sequence of steps, armamentariums, expanded functions and procedures performed in specialized areas of dentistry. (Prerequisites: DEA 0020/0020L and DES 0000. Corequisite: DEA 0801L.) Lab fee: \$46.

SP

DEA 0850L Externship I 8.0 voc. crs.

Students are assigned to clinical facilities to develop competence in performing chairside assisting skills, expanded functions, minor laboratory and basic office procedures. Students must maintain current certification in cardiopulmonary resuscitation while rotating through clinical facilities. Seminars are conducted in order to correlate clinical experiences with instructional goals. (Prerequisites: DEA 0020/0020L and DES 0200/0200L.) Lab fee: \$6.

SP

DEA 0851L Externship II 8.0 voc. crs.

This is a continuation of DEA 0850L Externship I. Students are assigned to clinical facilities to perfect competence in performing chairside assisting skills, expanded functions, minor laboratory and basic office procedures. Students must maintain current certification in cardiopulmonary resuscitation while rotating through clinical facilities. Seminars are conducted in order to correlate clinical experiences with instructional goals. (Prerequisites: DEA 0801/0801L and DEA 0850L.) Lab fee: \$6.

SU

DEH 1002/1002L Preclinical Dental Hygiene and Lab 4 sem. hrs.

This course is designed to acquaint students with the basic principles of dental hygiene practice. Lectures focus on diagnostic collection techniques, instrumentation and methods of infection control. (Prerequisites: BSC 1085/1085L and BSC 1086/1086L. Corequisite: DEH 1002L.) Lab fee: \$35.

FA

DEH 1133 Orofacial Anatomy & Physiology 2 sem. hrs.

This course provides an in-depth study of the human dentition and supporting structures. Topics of study include anatomical landmarks of the oral cavity, tooth and root morphology, oral embryology, oral histology and nomenclature. (Prerequisites: BSC 1085/1085L and BSC 1086/1086L.)

FA

DEH 1133L Orofacial Anatomy & Physiology Laboratory 1 sem. hr.

This course provides the student an opportunity to examine tooth and root morphology, occlusal relationships, stages of tooth development, histological tooth structures and the embryonic development of orofacial structures. The reproduction of the human dentition is emphasized. (Prerequisites: BSC 1085/1085L and BSC 1086/1086L.)

FA

DEH 1800 Clinical Dental Hygiene I 2 sem. hrs.

This course is a continuation of DEH 1002/1002L Preclinical Dental Hygiene and Lab. Emphasis is on treatment planning, nonsurgical periodontal therapy, dentinal hypersensitivity, and oral rehabilitation. (Prerequisites: DEH 1002/1002L and DES 1840. Corequisite: DEH 1800L.)

SP

DEH 1800L Dental Hygiene Clinic I 2 sem. hrs.

This course focuses on the utilization of periodontal debridement, coronal polishing, patient assessment and treatment planning during clinical sessions. (Prerequisites: DEH 1002/1002L and DES 1200/1200L. Corequisite: DEH 1800.) Lab fee: \$70.

SP

DEH 1802 Clinical Dental Hygiene II 2 sem. hrs.

This course is a continuation of the practical application of the competencies and skills acquired in DEH 1800 Clinical Dental Hygiene I. Topics include ultrasonic instrumentation, air polishing, plaque indices and scoring methods, cosmetic whitening, and intraoral photographic imaging. (Prerequisites: DEH 1800 and DEH 1800L. Corequisite: DEH 1802L.)

SU

DEH 1802L Dental Hygiene Clinic II 2 sem. hrs.

This course focuses on the refinement of basic skills pertaining to dental hygiene practice. (Prerequisites: DEH 1800 and DEH 1800L. Corequisite: DEH 1802.) Lab fee: \$80.

SU

DEH 2300 Pharmacology and Pain Control 2 sem. hrs.

This course is a comprehensive study of drugs and anesthetics used in the treatment of dental diseases. Special emphasis is given to the principles and techniques of pain control as it relates to the field of dentistry. (Prerequisites: CHM 1025/1025L and BSC 1086/1086L.)

FA

DEH 2400 General and Oral Pathology 2 sem. hrs.

This course is a comprehensive study of oral abnormalities and disease processes with a focus on clinical identification. The principles of general pathology in relationship to the diseases and the oral cavity are

emphasized. (Prerequisites: BSC 1086/1086L and DEH 2602.)

FA

DEH 2602 Periodontology 3 sem. hrs.

This course is a study of the etiology, clinical manifestations, prognosis and treatment of periodontal disease. Periodontal examinations, treatment planning and the dental hygienist's role in periodontal therapy are emphasized. (Prerequisites: DEH 1002/1002L and DES 1840.)

SP

DEH 2702/2702L Community Dental Health and Lab 3 sem. hrs.

This course covers the philosophy as well as the practice of community and public health dentistry. The study of statistical analysis, research methodology, epidemiology of dental disease and the role of the dental hygienist in the community are emphasized. Students are required to design and implement an oral health education program for a community group. (Prerequisites: DEH 2804 and DEH 2602. Corequisite: DEH 2702L.)

SP

DEH 2804 Clinical Dental Hygiene III 2 sem. hrs.

This course is a continuation of DEH 1802 Clinical Dental Hygiene II. Lectures focus on applied techniques for patients with special needs. (Prerequisites: DEH 1802 and DEH 1802L. Corequisite: DEH 2804L.)

FA

DEH 2804L Dental Hygiene Clinic III 4 sem. hrs.

This course emphasizes the utilization of advanced dental hygiene skills, expanded functions and periodontal therapy. (Prerequisites: DEH 1802 and DEH 1802L. Corequisite: DEH 2804.) Lab fee: \$88.

FA

DEH 2806 Clinical Dental Hygiene IV 2 sem. hrs.

This course is a continuation of DEH 2804 Clinical Dental Hygiene III. Lectures focus on ethics, jurisprudence, and legal concerns which are relevant to clinical practice. Emphasis is on review of case studies. (Prerequisites: DEH 2804 and DEH 2804L. Corequisite: DEH 2806L.)

SP

DEH 2806L Dental Hygiene Clinic IV 4 sem. hrs.

This course provides further proficiency of clinical skills and refinement of assessment capabilities in preparation for licensure and clinical practice. (Prerequisites: DEH 2804 and DEH 2804L. Corequisite: DEH 2806.) Lab fee: \$88.

SP

DEP 2001 Infant and Child Psychology 3 sem. hrs.

An in-depth study of the concepts and principles of growth and development in infancy and childhood. (Prerequisite: PSY 1012.)

FA, SP, SU

DEP 2004 Developmental Psychology 3 sem. hrs.

A study of the various aspects of normal human development, equally emphasizing tasks, changes and adjustments that occur in each stage of the life span. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or Corequisite: ENC 1101.)

FA, SP, SU

DEP 2402 Psychology of Adulthood and Aging 3 sem. hrs.

An in-depth study of the concepts and principles of growth and development in adulthood and old age. A multicultural perspective will be utilized examining general adult developmental processes as well as examining differences among genders, ethnicities and cultures. (Prerequisite: PSY 1012.)

FA, SP, SU

DEP 2481 Death & Dying: Life & Living 3 sem. hrs.

An exploration of the meanings, human experiences and dilemmas associated with life and death in the twentieth century. Lecture/discussion method. (Prerequisite or Corequisite: ENC 1101.)

FA, SP, SU

DEP 2949 Cooperative Education Experience in Developmental Psychology 1-4 sem. hrs.

FA, SP, SU

DES 0000 Dental Anatomy & Physiology 1.0 voc. crs.

This course provides an in-depth study of the human dentition and supporting structures. Topics of study include: anatomical landmarks of the oral cavity, tooth and root morphology, and oral histology and embryology. (Corequisites: DEA 0020/0020L and DEA 0130.)

FA

DES 0100/0100L Dental Materials and Laboratory Procedures 3.0 voc. crs.

This course is designed to acquaint the student with the physical and chemical properties of materials used in dental practice. Instruction and practice in the manipulation of materials and minor laboratory procedures is

emphasized. (Corequisites: DEA 0020/0020L, DES 0000 and DES 0100L.) Lab fee: \$50.

FA

DES 0200/0200L Dental Radiology and Lab 3.0 voc. crs.

This course is a study of the theories and principles of dental radiology. The following areas will be covered: history of X-ray development, radiation physics, radiographic anatomy, processing techniques, radiation hygiene and safety, X-ray equipment and radiographic techniques. Emphasis is placed on the interpretation, placement, exposing, processing and mounting of X-ray films during laboratory sessions. (Corequisites: DEA 0020/0020L, DES 0000 and DES 0200L.) Lab fee: \$50.

FA

DES 0502 Practice Management 1.0 voc. cr.

This course instructs the student in the methods of maintaining dental office records. Other areas of study include bookkeeping systems, dental insurance, telephone communication, patient management, recall systems, appointment control, written and oral communications, inventory systems and supply ordering. (Prerequisites: DEA 0020/0020L and DEA 0000.)

SP

DES 0840 Preventive Dentistry and Nutrition 1.0 voc. cr.

This course is a study of the mechanisms employed to avert or intercept dental disease and the conditions that tend to destroy oral structures. Students are also given the opportunity to study the utilization of food derivatives in the maintenance and repair of body and oral tissues. Emphasis is placed on dietary considerations for the dental patient. (Prerequisites: DEA 0020/0020L and DES 0000.)

SP

DES 1100/1100L Elements of Dental Materials and Lab 3 sem. hrs.

This course introduces the student to the physical and chemical properties of materials used in dental practice. Instruction and practice in the manipulation of materials and minor laboratory procedures are emphasized during laboratory sessions. (Prerequisites: CHM 1025/1025L and DES 2830L. Corequisite: DES 1100L.) Lab fee: \$50.

SU

DES 1200/1200L Dental Radiography and Lab 4 sem. hrs.

This course provides students with the fundamental background and theory for the safe and effective use of X-ray radiation. Laboratory sessions emphasize the placement, exposing, processing, mounting and interpretation of dental radiographs. (Prerequisites: CHM 1025/1025L and BSC 1086/1086L. Corequisite: DES 1200L.) Lab fee: \$50.

FA

DES 1840 Preventive Dentistry 2 sem. hrs.

This course is designed to introduce the student to the practice and philosophy of preventive dentistry. Methods of dental biofilm control, tooth deposits and stains, dental caries, fluorides, oral physiotherapy, interdental care and oral health care products are emphasized. (Prerequisites: BSC 1085/1085L and BSC 1086/1086L.)

FA

DES 2010 Head and Neck Anatomy 2 sem. hrs.

This course is an in-depth study of the anatomy of the head and neck region. The skeletal, muscular, nervous, lymphatic and circulatory systems are emphasized. (Prerequisites: DEH 1133 and DEH 1133L.)

SP

DES 2600 Medical and Dental Emergencies 1 sem. hr.

This course is designed to provide students with information on the signs, symptoms, treatment and equipment that is necessary to render care for common emergencies that can occur in the dental office. (Prerequisites: DEH 1802 and BSC 1086/1086L.)

FA

DES 2830L Expanded Functions for the Dental Hygienist 2 sem. hr.

This course provides students with didactic information and the laboratory experience to perform expanded functions that are permitted by the Florida State Dental Practice Act. (Prerequisites: DEH 1002/1002L and DEH 1133.) Lab fee: \$36.

SP

DIG 1109 Digital Imaging Fundamentals 3 sem. hrs.

This course covers digital image manipulation, editing and file management techniques using industry software. Introduces students to personal computers, the Macintosh Operating System and peripheral devices as graphic production tools for design, photography and digital media. Class materials fee: \$20.

FA, SP, SU

DIG 2100 Web Design I 3 sem. hrs.

An introduction to professional tools, techniques and methods used in web publishing. Current industry production software is used to create and edit electronic pages, layouts and websites. This course is repeatable

one time for credit. (Prerequisite: DIG 1109.) Class materials fee: \$20.

FA,SP

DIG 2101 Web Design II 3 sem. hrs.

This course explores the advanced study of specific conceptual, aesthetic, and production design issues for interactive websites. Current industry production software is used to develop electronic pages and paths that contain animation, sound and video. (Prerequisite: DIG 2100.) Class materials fee: \$20.

SP

DIG 2115 Digital Imaging Fundamentals II..... 3 sem. hrs.

A continuation of DIG1109, this course combines digital technology processes with fundamental photography skills.Emphasis is on tools, techniques, and aesthetics in a range of visual communication applications. (Prerequisite: DIG 1109.)Class materials fee: \$25.

SP, SU

DIG 2132 Digital Art & Design 3 sem. hrs.

This course provides a sound theoretical introduction to the concepts, principles and techniques of digital art and design. Explores the use of the computer workstation as an art production and drawing tool using drawing and painting software to create and generate visuals. (Prerequisite: GRA 1741 or ART 1201.) Class materials fee: \$25.

FA, SP

DIG 2280 Digital Video and Sound 3 sem. hrs.

This course introduces students to non-broadcast video production and concepts including camera operation, image control, aesthetics, and editing. Covers digital editing and digital audio post-production. (Prerequisite: GRA 1158.) Class materials fee: \$20.

FA, SP

DIG 2284 Advanced Digital Video and Sound 3 sem. hrs.

This course in digital video production techniques covers advanced skills with production planning and execution, camera operation, editing and post-production effects. (Prerequisite: DIG 2280.) Class materials fee: \$20.

FA, SP

DIG 2300 2D Animation..... 3 sem. hrs.

An introduction to two-dimensional animation concepts and techniques using traditional methods and computer software applications. Stresses the basics of moving imagery and covers storyboarding, scripting, backgrounds, surfaces, and lines of action.(Prerequisites: GRA 1158 and DIG 2100. Corequisite: DIG 2500.) Class materials fee: \$20.

FA

DIG 2302 Introduction to 3D Animation 3 sem. hrs.

An introduction to using computer software applications for three-dimensional modeling, mapping and rendering. Covers techniques to create moving images and simulations. (Prerequisite: DIG 2300. Corequisites: DIG 2501and DIG 2101.) Class materials fee: \$20.

SP

DIG 2500 Multimedia Authoring I..... 3 sem. hrs.

An introduction to the design and construction of multimedia presentation materials for a range of electronic media. The student creates, arranges and manages audio, video, animation, graphics, typographic, and photographic sources to create effective informational, navigational, and interactive syntax. (Prerequisites: DIG 2100 and GRA 1158.)Class materials fee: \$20.

FA

DIG 2501 Multimedia Authoring II..... 3 sem. hrs.

This course covers advanced concepts and techniques for multimedia authoring and production. Basic scripting concepts for animation elements and designing for interactivity are explored in a range of professional applications. (Prerequisite: DIG 2500.) Class materials fee: \$20.

SP

ECO 2013 Principles of Macro Economics 3 sem. hrs.

An introduction to the fundamental principles and concepts of the U.S. national economy, including supply and demand analysis, national income accounting, economic growth, fiscal and monetary policy, business cycle theories and international trade. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or Corequisite: ENC 1101.)

FA, SP, SU

ECO 2023 Principles of Micro Economics 3 sem. hrs.

An introduction to the fundamental principles and concepts of individual, business and government, including supply and demand, taxation price supports, plus analysis of labor, income distribution, politics, health care, and anti-trust.This course contributes to satisfying the Gordon Rule writing requirement.(Prerequisite or Corequisite:

ENC 1101.)

FA, SP, SU

ECO 2905 Directed Study in Economics.....1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

ECO 2949 Cooperative Education Experience in Economics1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

EDF 1005 Introduction to Education 3 sem. hrs.

Social forces which give purpose and support to education at the national, state and local levels. Classroom observation in public schools required. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: \$10.

FA, SP, SU

EDF 2030 Effective Classroom Management..... 3 sem. hrs.

Basic principles relating to classroom management, student discipline, use of reward systems and the role of the teacher in relation to faculty and staff. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

EDF 2060 History of Education in the USA..... 3 sem. hrs.

The historical development of American education including contributions, conflicts and changes in educational thought. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP

EDF 2949 Cooperative Education Experience in Education1-4 sem. hrs.

FA, SP, SU

EDG 2701 Teaching Diverse Populations 3 sem. hrs.

Orientation to the instructional needs of diverse classroom populations including cultural, racial, religious, ethnic, gender issues, learning styles, abilities and disabilities. Observation in diverse settings required. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

EDG 2905 Directed Study in Education.....1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

EDG 2949 Cooperative Education Experience in Education1-4 sem. hrs.

FA, SP, SU

EDP 2002 Educational Psychology 3 sem. hrs.

Application of psychological principles to the educational process and the effect of intelligence factors, environment, emotions and motivation on learning. Lecture and discussion method. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

EEC 2401 Home, School and Community..... 2 sem. hrs.

Designed for students to become acquainted with the dynamics of the relationships of home, school and community in early childhood education.

SP

EEC 2523 Leadership and Management of Child Care Programs 3 sem. hrs.

This course is designed to study and develop competencies in the administrator's leadership role in the organizational structure of a child care center. This course is intended to meet one of the course requirements of the Advanced Level Child Care and Education Administrator Credentials as defined by the state of Florida.

FA, SP

EEC 2527 Child Care Center Financial and Legal Issues 3 sem. hrs.

This course is designed to study and develop competencies in Financial and Legal Issues in child care programs. This course is intended to meet one of the course requirements of the Advanced Level Child Care and Education Administrator Credentials as defined by the state of Florida.

FA, SP

EET 1011/1011L Introduction to Electrical Circuits and Lab..... 3 sem. hrs.

An introduction to the basic concepts of electricity and magnetism. Emphasis is placed on resistance, capacitance and inductance as basic circuit components. (Prerequisite: MAT 0024/0024L or equivalent. Corequisite: EET 1011L.) Lab fee: \$15.

FA, SP

EET 1021/1021L Advanced Electrical Circuits and Lab 3 sem. hrs.

An introduction to the basic concepts of alternating voltage and current. Emphasis is placed on resistance, capacitance and inductance as basic AC circuit components. (Prerequisite: EET 1011/1011L. Corequisite MAC1105. Corequisite: EET 1021L.) Lab fee: \$15.

FA, SP

EET 1141/1141L Analog Devices and Circuits and Lab 4 sem. hrs.

Introduces the concepts of circuit simplification via idealizations, approximations and an overview of semiconductor devices and their electrical properties. Emphasis is placed on circuit analysis. (Prerequisites: EET 1011/1011L and EET 1021/1021L, or CET 1114/1114L. Corequisite: EET 1141L.) Lab fee: \$20.

SP

EET 1607/1607L Electronics Assembly and Cabling and Lab..... 3 sem. hrs.

This course involves lab environment training in communications cabling and electronics assembly techniques. Topics covered include computer network cable fabrication, installation, and management, safety, testing and troubleshooting, cabling industry standards, component recognition, soldering and desoldering methods, and reading and drawing of schematics. (Corequisite: EET 1607L.) Lab fee: \$20.

FA, SP

EET 2142/2142L Analog Circuits and Basic Analog Communications and Lab..... 4 sem. hrs.

Circuits covered are more complex in applications. Includes FET circuitry, amplitude/phase shift response of transistor circuits, integrated circuits and negative and positive feedback circuits. (Prerequisite: EET 1141/1141L. Corequisite: EET 2142L.) Lab fee: \$20.

FA

EET 2326/2326L Wireless Communications and Lab 4 sem. hrs.

A comprehensive study of electronic communication systems, including topics in fiber optic, AM/FM radio, transmission lines, antennas, wave propagation, microwave techniques and other broadcast technologies. (Prerequisite: EET 2142/2142L. Corequisite: EET 2326L.) Lab fee: \$20.

SP

EET 2905 Directed Study in Electronics 1-4 sem. hrs.

FA, SP, SU

EET 2949 Cooperative Education Experience in Electronics..... 1-4 sem. hrs.

FA, SP, SU

EEV 0532/0532L Computer Assembly and Set-Up and Lab 4.0 voc. crs.

This course covers an introduction to computer hardware and software identification and configuration. Board-level PC assembly and the installation of operating systems and applications software is included. Prepares students for the Core A+ Exam. Lab fee: \$20.(Corequisite: EEV 0532L.)

FA

EEV 0542/0542L Computer Software Application and Lab 4.0 voc. crs.

This course is intended for first time computer users and concentrates on basic computer literacy. Students successfully completing the course will comprehend the underlying principles of use of technology in the marketplace. Furthermore, the students would have a good understanding of the need and use of a personal computer and hands-on training on some specialized application programs to enhance personal and workplace productivity. (Corequisite: EEV 0542L)

SP

EEV 0938/EEV 0938L Technical Career Exploration and Lab 4.0 voc. crs.

The course introduces students to professional training activities related to organizations including business and interpersonal relationships, problem solving, goal settings, ethics, policy and procedures, personal development, lifelong learning strategies. The content includes information technology career research; use of software applications; customer support strategies and services; electronic communications including e-mail and Internet services; and emerging technologies. (Corequisite: EEV 0938L) Lab fee: \$20.

SU

EEV 0539 Computer Repair Training 3.0 voc. crs.

This internship course offers practical experience in customer service and computer repair in an industrial setting. This course is offered to students in the last semester of the Help Desk Support Assistant certificate program.

FA, SP, SU

EEX 1600 Classroom Management (Early Childhood)..... 2 sem. hrs.

Course designed to acquaint the student with factors that influence learning and behavior, and with strategies for changing behavior. Lab fee: \$5.

SP

EEX 2010 Introduction to Exceptional Education 3 sem. hrs.

This course provides an introduction to exceptional education and includes basic information on etiology and

characteristics as well as the programs and services provided to this population. (Prerequisite: EDF 1005 or permission of chairperson.) Lab fee: \$10.

FA, SP, SU

EEX 2080 Teaching the Exceptional Learner..... 3 sem. hrs.

This course provides students with strategies and methods to teach learners with special needs.

SU

EGS 1000 Professional Performance for Technicians..... 3 sem. hrs.

Introduction to professional training activities related to organizations including interpersonal relationships, problem solving, goal settings, ethics, policy and procedures, personal development and organizational structures and cultures. Lab fee: \$10.

FA, SP, SU

EGS 1110/1110L Engineering Drawing and Lab..... 3 sem. hrs.

Drawing, lettering, dimensioning and geometric constructions; orthographic, isometric and oblique projections and drawings; sketching and working and assembly drawings. (Corequisite: EGS1110L).

FA

EGS 2650 Technical Ethics 1 sem. hr.

This course is designed to make the student aware of the ethical responsibilities associated with extensive technical knowledge. Topics to be explored include electronic privacy intrusion, proprietary product knowledge and unclear or untried legislation regarding technical capabilities.

FA, SP

EGS 2905 Directed Study in Engineering 1-4 sem. hrs.

FA, SP, SU

EME 2040Introduction to Educational Technology..... 3 sem. hrs.

A practical course in computer-assisted educational research, curriculum development, and instruction for the multimedia classroom.(Prerequisite: EDF 1005 or permission of chairperson.)Lab fee:\$10.

FA, SP, SU

EMS 0068 Dispatcher, Police, Fire and Ambulance 6.93 voc. crs.

This course prepares students for employment as a dispatcher in various public safety settings such as police fire and ambulance service.Students will learn standard telecommunication operating procedures and computer equipment operation.

FA, SP, SU

EMS 0069 Emergency Medical Dispatcher 80 voc. crs.

This course provides the instruction and skills practice sufficient to achieve Emergency Medical Dispatcher certification eligibility.Medical terms, legal aspects and emergency medical procedures are emphasized.

(Prerequisite: EMS 0068.)

FA, SP, SU

EMS 1119 Emergency Medical Technician I 7 sem. hrs.

Emphasizes basic life support skills necessary to work as an Emergency Medical Technician. Skills include assessment and pre-hospital care of the sick and injured. This course prepares the student for state licensure and the paramedic curriculum. (Corequisites: EMS 1401L and EMS 1431.)

FA, SP, SU

EMS 1401L Emergency Medical Technician I Lab 2 sem. hrs.

This course is designed to develop skills necessary for state licensing and employment as an Emergency Medical Technician. It emphasizes practical application of pre-hospital emergency care procedures in EMS 1119. (Corequisites: EMS 1119 and EMS 1431.) Lab fee: \$125.

FA, SP, SU

EMS 1431 Emergency Medical Technician Clinical/Field Experience 2 sem. hrs.

This course is designed to fuse the theory learned in lecture and skills learned in lab while participating as part of the Emergency Medical Services (EMS) team in the pre-hospital and hospital settings.Students will participate in clinical rotations in an Emergency Department and on-board and Advanced Life Support (ALS) ambulance.

(Corequisites: EMS 1119 and EMS 1401L.)

FA, SP, SU

EMS 2603 Paramedic I 9 sem. hrs.

The Paramedic is a certified allied health provider qualified in advanced life support. Skills and knowledge include recognition, assessment and management of the acutely ill or injured patient. This course serves as the building block to prepare the candidate with the necessary background information and basic cognitive knowledge to successfully complete the Paramedic program. (Corequisites: EMS 2603L and EMS 2666.)

FA, SP, SU

- EMS 2603L Paramedic I Lab 4 sem. hrs.**
 Practical application of the didactic and laboratory instruction received in EMS 2603 to include advanced patient assessment, airway management, clinical decisions, communications and documentation. (Corequisites: EMS 2603 and EMS 2666.) Lab fee: \$150.
FA, SP, SU
- EMS 2604 Paramedic II 9 sem. hrs.**
 This course emphasizes the recognition and advanced pre-hospital care of the traumatically injured patient and the patient presenting with a medical emergencies related to respiratory, cardiovascular, neurological, endocrine, gastroenterologic, renal or urologic, toxic exposure, environmental, behavioral, gynecologic and obstetric pathologies. (Prerequisites: EMS 2603, EMS 2603L and EMS 2666. Corequisites: EMS 2604L and EMS 2667.)
FA, SP, SU
- EMS 2604L Paramedic II Lab 3 sem. hrs.**
 Practical application of the didactic and laboratory instruction received in EMS 2604 to include advanced patient assessment, clinical decisions, communications, and documentation. (Prerequisites: EMS 2603, EMS 2603L and EMS 2666. Corequisites: EMS 2604 and EMS 2667.) Lab fee: \$100.
FA, SP, SU
- EMS 2605 Paramedic III 8 sem. hrs.**
 This course presents information on the pathophysiological principles and assessment findings of patients with special needs and integrates assessment-based management with clinical decision-making and transport considerations. It also develops an awareness of special considerations in the application and delivery of Emergency Medical Services and further defines the role of the Paramedic within the EMS system. (Prerequisites: EMS 2604, EMS 2604L and EMS 2667. Corequisites: EMS 2605L, EMS 2668 and EMS 2659.)
FA, SP, SU
- EMS 2605L Paramedic III Lab 3 sem. hrs.**
 Practical application of the didactic and laboratory instruction received in EMS 2605 to include advanced patient assessment, airway management, clinical decision-making, communication skills and documentation. (Prerequisites: EMS 2604, EMS 2604L and EMS 2667. Corequisites: EMS 2605, EMS 2668 and EMS 2459.) Lab fee: \$100.
FA, SP, SU
- EMS 2659 Paramedic Field Internship 3 sem. hrs.**
 This is the capstone course of the Paramedic program. Interns will participate as lead crewmembers aboard a licensed Advanced Life Support transport ambulance during a 240-hour field internship with an assigned preceptor. (Prerequisites: EMS 2604, EMS 2604L and EMS 2667. Corequisites: EMS 2605 and EMS 2605L) Lab fee: \$100.
FA, SP, SU
- EMS 2666 Paramedic Clinical I 1 sem. hrs.**
 Rotation through various departments of local hospitals, health department and Advanced Life Support EMS providers performing invasive and noninvasive paramedic skills under the direct supervision of the clinical instructor and/or assigned preceptor. The EMS program clinical coordinator or designee will provide clinical schedules. Students are responsible for transportation to and from the clinical sites. (Corequisites: EMS 2603 and EMS 2603L.)
FA, SP, SU
- EMS 2667 Paramedic Clinical II 2 sem. hrs.**
 Rotation through various departments of local hospitals, health department and Advanced Life Support EMS providers performing invasive and non-invasive paramedic skills under the direct supervision of the clinical instructor and/or assigned preceptor. The EMS program clinical coordinator or designee will provide clinical schedules. Students are responsible for transportation to and from the clinical sites. (Prerequisites: EMS 2603 and EMS 2603L. Corequisites: EMS 2604 and EMS 2604L.)
FA, SP, SU
- EMS 2905 Directed Study in Emergency Medical Services 1-4 sem. hrs.**
FA, SP, SU
- EMS 2949 Cooperative Education Experience in Emergency Medical Services 1-4 sem. hrs.**
FA, SP, SU
- ENC 0001/0001L Writing I and Lab 4 college prep. crs.**
 Designed for students demonstrating a need for strengthening skills in sentence construction, grammar and usage. The course stresses improvement of these skills through drill and practice in writing. Required for students scoring below minimum score on placement test. (ENC 0001 cannot be used toward AA, AAS or AS degree requirements. Corequisite: ENC 0001L.) Lab fee: \$5.
FA, SP, SU

- ENC 1101 College Composition 3 sem. hrs.**
Designed to develop skills in expressive, expository and persuasive writing, theme construction and style. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: \$5.
FA, SP, SU
- ENC 1102 Literature and Composition 3 sem. hrs.**
An introduction to the study of literature, together with the development of writing and research skills. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite: ENC 1101.) Lab fee: \$5.
FA, SP, SU
- ENC 2210 Report Writing 3 sem. hrs.**
Principles and techniques for presenting technical and job related information, including primary research, graphically as well as in clear, concise written form. (Prerequisite: ENC 1101 or permission of chairperson.)
FA, SP
- ENC 2341 Article Writing 3 sem. hrs.**
Designed for analysis and writing of expository, descriptive and narrative articles on subjects of contemporary interest. Emphasis is placed on individual creativity and research. (Prerequisite: ENC 1101 or permission of chairperson.)
SP
- ENG 2905 Directed Study in English 1-4 sem. hrs.**
(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)
FA, SP, SU
- ENL 2012 Early English Literature 3 sem. hrs.**
Offered as part of the Cambridge University Summer Program in Cambridge, England. A study of selected readings from Beowulf to the end of the 18th century. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite: ENC 1101 or permission of chairperson.)
SU
- ENL 2022 Nineteenth Century English Literature 3 sem. hrs.**
A study of selected readings from the nineteenth century to the present. Genres of poetry, plays, essays, novels and short stories will be studied. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite: ENC 1101 or permission of chairperson.)
FA
- ENL 2280 Contemporary English Literature 3 sem. hrs.**
A survey of representative British and Irish writers of the 20th century. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite: ENC 1101 or permission of chairperson.)
SP
- ENL 2931 Selected Topics in Shakespeare 3 sem. hrs.**
Course focuses on Shakespeare's plays and poetry. Students read and view plays, including the study of staging, plot, characterization and language in Shakespearean works. This course contributes to satisfying the Gordon Rule writing requirement. Course is also offered in **SU** as part of the Cambridge University Summer Program in Cambridge, England. (Prerequisite: ENC 1101 or permission of chairperson.)
FA, SP
- ETC 2207/2207L Construction Planning and Estimating and Lab 3 sem. hrs.**
Construction project organization and management; contracting and construction. Estimating fundamentals: square-foot estimates; quantity take-off; unit pricing; direct and indirect costs. Scheduling: network diagram setting and critical path analysis; bar charts; resource analysis; project control. Manual and computer approaches are used. Project: estimate and schedule a small facility construction. (Prerequisite: BCN 1210 or permission of assistant chair. Corequisite: ETC 2207L.) Lab fee: \$9.
FA
- ETC 2245 Construction Methods 3 sem. hrs.**
Civil Engineering specialized methods including: site investigation; foundation construction; piles and pile driving; drilling rock and earth; rock blasting; conveyor belt systems; production of aggregates; compressed air; and pumping operations. cursory review of Construction Codes and Licensing requirements. Small research project on special construction methods or systems. Lab fee: \$3.
SP
- ETD 2218/2218L Geometric Tolerancing and Lab 3 sem. hrs.**
An introductory course in dimensioning and tolerancing using the Geo-Metric method nationally accepted as per ANSI Y14.5. (Prerequisite: EGS 1110/1110L. (Corequisite: ETD 2218L.)
SP
- ETD 2320/2320L Computer Aided Drafting I (AutoCAD) and Lab 3 sem. hrs.**
A first course in computer aided drafting covering equipment, drawing setup, creating geometry, use of text,

dimensioning, plotting and file management. (Corequisite: ETD2320L.)Lab fee: \$10.

FA, SP, SU

ETD 2350/2350L Computer Aided Design Applications (AutoCAD) and Lab 3 sem. hrs.

Advanced applications course utilizing CAD software to produce finished drawings. Topics include Windows operating system, text editors, software variables, menu modification, macros, and programming.(Prerequisite: ETD 2320/2320L. Corequisite: ETD2350L.) Lab fee: \$10.

FA

ETD 2340/2340L Computer Aided Drafting II (AutoCAD) and Lab 3 sem. hrs.

An intermediate course in computer aided drafting covering hatching, external references, blocks, attributes and 3-D modeling.(Prerequisite: ETD 2320/2320L or permission of assistant chair. Corequisite: ETD 2340L.)Lab fee: \$10.

FA, SP, SU

ETD 2355/2355L Inventor Solid Modeling and Lab 3 sem. hrs.

Advanced course in drafting using Inventor software for 3D modeling and surface generation.(Corequisite: ETD 2355L.)Lab fee: \$10.

FA, SP

ETD 2364/2364L SolidWorks Solid Modeling and Lab 3 sem. hrs.

A course covering the creation of 3D solid models for manufacturing utilizing SolidWorks software. Topics include sketching, dimensioning, extruding, revolves, sweeps, booleans, shelling, assemblies, drawing creation, design tables, exploded views and rendering.(Corequisite: ETD 2364L.)Lab fee: \$10.

SP

ETD 2395/2395L Architectural CAD (Architectural Desktop) and Lab 3 sem. hrs.

Architectural design and drafting utilizing Architectural Desktop software. Topics include floor plans, doors, windows, roofs, stairs, annotations, elevations, sections and commercial structures.(Prerequisite: ETD 2350/2350L or permission of assistant chair. Corequisite: ETD2395L.) Lab fee: \$10.

SP

ETD 2377/2377L 3D Computer Animation (3D Studio) and Lab 3 sem. hrs.

An introductory course in 3D animation for technical graphics that includes object creation, editing, lighting, materials, keyframing and rendering. (Corequisite: ETD 2377L.) Lab fee: \$10.

SP

ETD 2465/2465L Tool Design and Lab 3 sem. hrs.

An entry-level course covering theory, principles and techniques for the modern design of tools, jigs, fixtures and related tooling. (Prerequisite: ETD 2320/2320L. Corequisite: ETD 2465L.)

SP

ETD 2540/2540L Civil Drafting and Surveying (CAD) and Lab 3 sem. hrs.

Interpretation of USGS maps. Theory and application of field data in measurements, land surveying and grading; surveying data acquisition. Lot, building lines and grades layout. Drawing contour lines, street and highway plans, profiles and cross-sections. Excavation quantities. Horizontal circular curves and vertical curves for road work. Drawings are prepared using CAD computer software. (Prerequisite: ETD 2320/2320L. Corequisite: ETD 2540L.) Lab fee: \$10.

FA

ETD 2805/2805L Technical Illustration and Lab 3 sem. hrs.

Methods and techniques of pictorial drawing as related to mechanical and industrial graphics using AutoCAD.(Prerequisite: ETD 2320. Corequisite: ETD2805L.)

FA

ETG 2520 Statics and Strength of Materials 3 sem. hrs.

Fundamental principles of statics including forces, resultant, components, reactions, analysis of trusses, strength of materials, stresses and strains, tensile testing of steel and basic mechanical properties, section properties for analysis and design, friction, shear and bending moment diagrams and theory of bending. (Prerequisite: MTB 1348 or MAC 1105.)

FA, SP

ETG 2906 Directed Study in Engineering 1-4 sem. hrs.

FA, SP, SU

ETG 2907 Directed Study in Engineering Technology or Construction Technology 1-4 sem. hrs.

FA, SP, SU

TG 2949 Cooperative Education Experience in Engineering 1-4 sem. hrs.

FA, SP, SU

ETM 2315/2315L Simulation Power and Control and Lab 3 sem. hrs.

Electro-mechanical, Hydraulics and Pneumatics A practical approach to technical problems involving hydraulics

and pneumatics, fluid mechanics, hydrostatic forces, and pipe and pump operation including the electrical circuitry needed to operate and control mechanical and hydraulic/pneumatic systems. Prerequisites: EET 1021 and COP 1000. Corequisite: ETM 2315L.) Lab fee: \$50.

FA

EUH 2000 History of Western Civilization to 1648 3 sem. hrs.

An analysis of the major changes in the societies of western man, from the Middle Eastern origins through the Protestant Reformation. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite or Corequisite: ENC 1101.)

FA, SP

EUH 2001 History of Western Civilization 1648 to Present 3 sem. hrs.

An examination of the historical evolution and diffusion of western institutions and ideas, including nationalism, the modern state, totalitarianism and democracy. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite or Corequisite: ENC 1101.)

FA, SP

EXP 2420 Animal Behavior and Training 3 sem. hrs.

Introduction to the basic principles of classical and operant conditioning in animals and humans. Specific techniques for controlling behavior are presented. Includes lecture, outside lab and infield experiences. (Prerequisite or Corequisite: ENC 1101.)

FA, SP, SU

FFP 0010 Firefighter I 7.5 voc. crs.

This course of study is the first of two parts, which prepares the student with the fundamental knowledge and skills necessary to safely and dependably perform fire-rescue duties as a firefighter. Successful completers of this course are eligible to take a state administered examination for volunteer firefighters. This course is corequisite with FFP 0020 for those desiring to become state certified firefighters. Lab fee: \$150.

FA, SP

FFP 0020 Firefighter II 7.5 voc. crs.

This corequisite course with FFP 0010 is the second of the two-part series, which prepares the student for participating in the state certification examinations administered by the Bureau of Fire Standards and Training for obtaining a state of Florida Firefighter Certificate of Compliance. Students must have successfully completed all aspects of FFP 0010 in order to participate in this course. Lab fee: \$150.

FA, SP

FFP 0360 Fire Apparatus Operations 1.34 voc. crs.

Course covers emergency driving laws, rules and techniques, as well as a review of hydraulics. There is a practical portion to this class which will entail various evolutions involving pre-connected lines, drafting, tandem and relay pumping. (Corequisite: FFP 0361. Prerequisite: Must have completed minimum of FFP 0010 and be a member of an organized fire department or permission of assistant chair.) Lab fee: \$25.

FA, SP

FFP 0361 Hydraulics and Water Distribution Systems 1.33 voc. crs.

Mechanics of the flow of fluids; design, testing, and use of nozzles and appliances; measurement of fluid flow and methods of determining quantities of water. (Corequisite: FFP 0360. Prerequisite: Must have completed a minimum of FFP 0010 and be a member of an organized fire department or permission of assistant chair.)

FA, SP

FFP 1000 Introduction to Fire Protection Hazards 3 sem. hrs.

Historical development of fire service, safety and security; role of fire service, protection and safety personnel; identification of fire hazards and their causes; and application of fire protection principles. Lab fee: \$5.

FA

FFP 1510 Construction Codes and Material Rating 3 sem. hrs.

A study of building codes applicable to fire prevention; principles and practices used in various types of building construction; and fire resistance tests and ratings of building materials. Lab fee: \$5.

FA

FFP 1520 Fire Prevention Programs 3 sem. hrs.

Principles and applications of fire prevention for community and industrial plants including development and maintenance of fire prevention programs, educational programs and inspection programs, and specific applications to fire prevention problems. Lab fee: \$5.

FA, SP

FFP 1700 Management of Municipal Fire Protection 3 sem. hrs.

Fire department organization, personnel management and relationship with other city departments. Evaluation of fire protection needs, financial factors, etc., and other equipment necessary for modern fire protection. Lab fee: \$5.

SU

FFP 1799 Time Management for Fire Service 1 sem. hr.

A unique system that incorporates the ideas and concept of organization, priority setting, planning, decision making, study skills and communications needed for achievement of personal and scholastic goals. Lab fee: \$3.

SU

FFP 1810 Firefighting Strategy and Tactics I 3 sem. hrs.

Learn firefighting tactics and strategies in extinguishing fires. Tactical operations, commanding fire ground operations and contributing factors to fire ground failure will be emphasized. Lab fee: \$5.

SP

FFP 2120 Building Construction 3 sem. hrs.

Study of building designs and construction features providing indications of how fire will behave and spread in various types of structures.

FA, SP

FFP 2401 Hazardous Materials I 3 sem. hrs.

A study of hazardous materials, with emphasis on unstable chemicals; explosive substances and their handling; exotic fuels (solid and liquid propellants); pesticides, corrosive, toxic and radioactive substances.

SU

FFP 2402 Hazardous Materials II 3 sem. hrs.

A study of the methods used to transport hazardous materials; ways to control and lessen the effects of an accident. (Prerequisite: FFP 2401.)

SU

FFP 2521 Blueprint Reading and Plans Evaluation 3 sem. hrs.

A review of actual building plans is designed to give the student an understanding of the basic principles involved in graphic communications and, in particular, blueprint and plan reading.

FA

FFP 2540 Private Fire Protection Systems 3 sem. hrs.

A study of private fire detection systems to include fixed extinguishing systems and standard and/or special fire alarms. Includes a review of the design, installation, maintenance and testing of the systems.

FA, SP

FFP 2604 Fire Detection and Investigation 3 sem. hrs.

Determine causes of fire, losses and records, origins, preservation of physical evidence, scientific aid to investigation and courtroom procedure in presenting evidence.

SU

FFP 2720 Fire Department Leadership 3 sem. hrs.

Officers and potential officers within the fire service are provided the fundamentals of leadership - specifications of the fire officer's position are covered extensively.

SU

FFP 2740 Fire Service Instructor 3 sem. hrs.

Methods and techniques of instruction including oral communication; preparing lesson plans; writing performance objectives; use of training aids; and the selection, evaluation and preparation of performance tests.

SP

FFP 2741 Fire Service Course Design 3 sem. hrs.

Principles of effective curriculum design. Stresses the principles of adult learning and student-centered learning, designing units and courses that address learning, performance and behavioral objectives. (Prerequisite: FFP 2740.)

SP

FFP 2811 Firefighting Strategy and Tactics II 3 sem. hrs.

Pre-fire plans, techniques of using available equipment and manpower and predicting fires by fuel analysis. Emphasis will be on developing thinking skills in relation to crises. (Prerequisite: FFP 1810.)

SP

FFP 2905 Directed Study in Fire Science 1-4 sem. hrs.

FA, SP, SU

FFP 2949 Cooperative Education Experience in Fire Science 1-4 sem. hrs.

FA, SP, SU

FIN 1100 Personal Financial Planning 3 sem. hrs.

Study of the fundamental principles and practices used in the formation structure and monitoring of personal financial planning. Lab fee: \$5.

SP

- FIN 2000 Principles of Finance 3 sem. hrs.**
Investment characteristics of stocks and bonds, securities market, commercial banks and the Federal Reserve System; and inflation, deflation and money supply.
SP
- FOS 1201 Sanitation and Safety 3 sem. hrs.**
Students will study the causes and prevention of food spoilage and food borne illnesses. Study will focus on proper food handling, personal hygiene, and food service safety.
FA, SP
- FRE 1120/1120L Elementary French I Concentrated and Lab..... 4 sem. hrs.**
Introductory course to the French language and culture for students who have limited or no knowledge of French. Instruction is based on the fundamentals of grammar principles and on the communicative approach with activities designed to develop reading, writing, listening, and speaking skills while promoting cultural awareness. Includes three-hour class instruction and two-hour language laboratory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses. Corequisite: FRE 1120L.) Lab fee: \$5.
FA, SP
- FRE 1121/1121L Elementary French II Concentrated and Lab 4 sem. hrs.**
A continuation of FRE 1120/1120L to develop basic French conversation, reading, and writing skills. Study all tenses and grammar fundamentals. Includes three-hour class instruction and two-hour language laboratory. (Prerequisite: FRE 1120/1120L. Corequisite: FRE 1121L.) Lab fee: \$5.
FA, SP
- FRE 2220/2220L Intermediate French Reading and Conversation I and Lab 4 sem. hrs.**
Intermediate level course designed to enhance the student's knowledge of the French language and culture through grammar analysis of newspaper articles, short cultural and literary readings, and discussions of such material to develop communicative competency. Includes three-hour class instruction and two-hour language laboratory. (Prerequisite: FRE 1121/1121L. Corequisite: FRE 2220L.) Lab fee: \$5.
FA
- FRE 2221/2221L Intermediate French Reading and Conversation II and Lab 4 sem. hrs.**
A continuation of FRE 2220/2220L to complete the second year sequence of the intermediate course in French language and culture. Instruction is designed to strengthen communicative and written skills with emphasis on oral and written expression while studying aspects of French history and literature. Includes three-hour class instruction and two-hour language laboratory. (Prerequisite: FRE 2220/2220L. Corequisite: FRE 2221L.) Lab fee: \$5.
SP
- FRE 2905 Directed Study in French 1-4 sem. hrs.**
(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)
FA, SP, SU
- FRE 2949 Cooperative Education Experience in French..... 1-4 sem. hrs.**
FA, SP, SU
- FSS 0070 Artisan Breads 2.5 voc. crs.**
This course covers the principles and techniques of preparing lean breads, multi-grain breads, bagels, pretzels and seasonal and flat breads. Special emphasis will be placed on regional and ethnic breads. Handling grains and specialty breads; mixing, shaping and finishing. Additionally, innovative baking methods will be covered. Lab fee: \$150.
FA, SP
- FSS 0071 Cakes and Petit Four 2.5 voc. crs.**
This course presents the foundation methods and procedures in cake and dessert production, including the creaming method and blending techniques. An emphasis is placed on preparing simple to complex unfilled cakes and tortes. Topics covered include comparison of classical and modern preparations, classical cakes, i.e. St. Honore, Dobosh Tort, Linzer Tort, Saucher Tort, Glazes, Ices, Molded and Cream Filled Cakes; Torts; and Bombs. Lab fee: \$150.
FA, SP
- FSS 0072 Dessert, Production and Presentation 2.5 voc. crs.**
This course will illustrate the fundamentals of pastry and dessert production, equipment, formula conversions and costing. Product production, including restaurant desserts, table side production, cakes, individual pastries, petit fours, and Viennese table production, layout and design will be covered. Lab fee: \$150.
FA, SP
- SS 0291 Chocolate and Pastillage and Sugar 2.5 voc. crs.**
This course includes the principles involved in tempering chocolate, forming simple centerpieces, and preparing chocolate and other confections with soft, hard and liquid centers. Students will learn both traditional and

contemporary production methods in creation of confections. Lab fee: \$150.

FA, SP

FSS 1063/1063L Baking and Lab 3 sem. hrs.

Introduction to baking science and the composition and properties of baking ingredients. Students will produce a variety of baked goods, using proper tools and methods. Lab fee: \$150.

FA, SP, SU

FSS 1202/1202L Food Production I and Lab 3 sem. hrs.

Principles of food preparation, study will focus on basic principles and techniques of food production, use of recipes and use and care of equipment and tools. Corequisite: FOS 1201. Lab fee: \$150.

FA, SP, SU

FSS 1222/1222L Food Production II and Lab 3 sem. hrs.

Study will focus on the preparation of meats, poultry, seafood and game. Students will use a variety of cooking and preparation methods. Lab fee: \$150.

FA, SP, SU

FSS 1240/1240L Contemporary American Cuisine and Lab 3 sem. hrs.

Preparing modern American cuisine with emphasis on regional influences and contemporary presentation techniques. Lab fee: \$150.

FA, SP

FSS 1242/1242L International Cuisine and Lab 3 sem. hrs.

In this course students will study and practice classical/international menus of Europe and Asia. Special attention on flavor principles of various cuisines. Lab fee: \$150.

FA, SP

FSS 2210/2210L Advanced Cuisine and Lab 3 sem. hrs.

Study to focus on the art of advanced food preparation. Students will acquire skills in producing a variety of food items including garde manger, charcuterie, entrees and desserts. Students will execute planned meals using learned food preparation and presentation techniques. Lab fee: \$150.

FA, SP

FSS 2284/2284L Catering and Buffet Management and Lab 3 sem. hrs.

This course will introduce the student to effective practices and principles of effective buffet and catering/event management. From pre-planning to service and staffing to breakdown and clean up. Lab fee: \$150

FA, SP, SU

FSS2905 Directed Study in Food Service 1-4 sem. hrs.

FA, SP, SU

FSS2906 Directed Study in Culinary 1-4 sem. hrs.

FA, SP, SU

GEB 1011 Introduction to Business 3 sem. hrs.

Business in the modern political, social and economic environment. Forms of business enterprise, management problems, tools in decision making and business vocabulary.

FA, SP, SU

GEB 2351 International Business Practice Firm 3 sem. hrs.

Using a simulated business firm in a state-of-the-art facility, students transact business with students in other simulated companies both in the U.S. and in other countries via the Internet. Repeatable for credit. (Prerequisite: Permission of assistant chair or department chairperson.) Lab fee: \$25.

FA, SP, SU

GEB 2430 Business Ethics..... 3 sem. hrs.

The purpose of this course is to direct the student toward a professional level of ethical awareness and decision-making in business. A review of the historical origins of ethics and value systems and their influence on various cultures is included. Different ethical values are compared and reviewed in relation to current ethics issues and cases. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or corequisite: ENC 1101.)

FA, SP, SU

GEB 2905 Directed Study in Business 1-4 sem. hrs.

FA, SP, SU

GEB 2949 Cooperative Education Experience in Business 1-4 sem. hrs.

FA, SP, SU

2000 World Geography 3 sem. hrs.

A study of the Earth in spatial terms, place names of major countries and world regions, maps, globes and physical-human phenomena of environments and places. This course contributes to satisfying the Gordon Rule

writing requirement. (Prerequisite or Corequisite: ENC 1101.)

FA, SP, SU

GEO 2420 Cultural Geography 3 sem. hrs.

A descriptive study of the location and distribution of people in the world and their cultural characteristics, including: language, religion, and how people use resources and earn their livings. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or Corequisite: ENC 1101.)

FA, SP, SU

GER 1120/1120L Elementary German I Concentrated and Lab 4 sem. hrs.

Introductory course to the German language and culture for students who have limited or no knowledge of German. Instruction is based on the fundamentals of grammar principles and on the communicative approach with activities designed to develop reading, writing, listening, and speaking skills while promoting cultural awareness. Includes three-hour class instruction and two-hour language laboratory. Prerequisite: Appropriate placement scores or successful completion of college prep courses. Corequisite: GER 1120L.) Lab fee: \$5.

FA

GER 1121/1121L Elementary German II Concentrated and Lab 4 sem. hrs.

A continuation of GER 1120/1120L to develop basic German conversation, reading, and writing skills. Study all tenses and grammar fundamentals. Includes three-hour class instruction and two-hour language laboratory. (Prerequisite: GER 1120/1120L. Corequisite: GER 1121L.) Lab fee: \$5.

SP

GER 2220/2220L Intermediate German Reading and Conversation I and Lab 4 sem. hrs.

Intermediate level course designed to enhance the student's knowledge of the German language and culture through grammar analysis of newspaper articles, short cultural and literary readings, and discussions of such material to develop communicative competency. Includes three-hour class instruction and two-hour language laboratory. (Prerequisite: GER 1121/1121L. Corequisite: GER 2220L.) Lab fee: \$5.

FA

GER 2221/2221L Intermediate German Reading and Conversation II and Lab 4 sem. hrs.

A continuation of GER 2220/2220L to complete the second year sequence of the intermediate course in German language and culture. Instruction is designed to strengthen communicative and written skills with emphasis on oral and written expression while studying aspects of German history and literature. Includes three-hour class instruction and two-hour language laboratory. (Prerequisite: GER 2220/2220L. Corequisite: GER 2221L.) Lab fee: \$5.

SP

GER 2905 Directed Study in German 1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP

GLY 2010/2010L* Physical Geology and Lab 4 sem. hrs.

Detailed study of the materials comprising the earth's crust and interior and the forces acting to change its surface; the origin of continents and ocean basins in light of recent geologic research. (Prerequisite or Corequisite: ENC 1101.) Lab fee: \$50.

FA

**Pending assigned course number.*

GRA 1158 Digital Graphics Fundamentals 3 sem. hrs.

This course covers vector illustration graphics software for graphic design and digital media applications. (Prerequisite: Permission of assistant chair. Corequisites: DIG 1109 and GRA 1741.) Class materials fee: \$20.

FA, SP

GRA 1171 Advertising Design 3 sem. hrs.

A study of the principles & psychology of advertising design, campaigns & layout in areas of print, outdoor, point-of-purchase, direct response & television. Emphasis is on original concept. Effective techniques and presentation through text, typography, illustration and photography are investigated. (Prerequisite: GRA 1202. Corequisite: GRA 2545.) Class materials fee: \$20.

SP

GRA 1202 Typography 3 sem. hrs.

This course covers typographic design, typographic illustration, type terminology, type specifying and digital typesetting. Emphasizes choice and use of appropriate type in a variety of design contexts. (Prerequisites: GRA 1741, GRA 1158 and GRA 1543. Corequisite: GRA 2114.) Class materials fee: \$20.

FA, SP

GRA 1204 Digital Publishing Fundamentals 3 sem. hrs.

This course covers page layout and electronic publishing software for graphic design and digital media

applications. (Prerequisite: DIG 1109. Corequisites: GRA 1202 and GRA 2114.) Class materials fee: \$20.

FA, SP

GRA 1543 Graphic Design Studio I 3 sem. hrs.

An overview of the design industry and the methods of graphic design and visual communications. Covers the application of graphic design production tools and the design process with an emphasis on conceptualization and visualization. (Prerequisite: Permission of assistant chair. Corequisites: GRA 1741, GRA 1158 and DIG 1109.) Class materials fee: \$20.

FA, SP

GRA 1741 Principles of Design and Color 3 sem. hrs.

An introduction to the principles, concepts and techniques of design, drawing, and color theory for visual problem solving. A foundation for further study of graphic design, photography, or digital media. Class materials fee: \$20.

FA, SP, SU

GRA 2109 History and Aesthetics of Design 3 sem. hrs.

The course traces the development of graphic design and cites the major contributions to the development of contemporary graphic design practice and aesthetics. (Prerequisite: ENC 1100.) Class materials fee: \$25.

FA

GRA 2114 Graphic Design Studio II 3 sem. hrs.

An advanced study of specific conceptual, aesthetic, and production problems in graphic design. Application of design process to advanced layout problems. Management, project research and presentation issue are introduced. (Prerequisite: GRA 1543. Corequisite: GRA 1202.) Class materials fee: \$20.

FA, SP

GRA 2184 Portfolio Development 3 sem. hrs.

A portfolio development class covering essential preparation for career entry into the graphic design, digital media and digital television industry. Areas covered include personal presentation skills, employment materials and creative work samples. This class should be completed in the student's final semester of study. Class materials fee: \$20.

FA, SP

GRA 2201 Digital Pre-Publishing 3 sem. hrs.

Advanced study of digital workflow, print production methods and materials, digital makeready, and electronic publishing. Covers color management, image and file preparation, and pre-flighting for print and electronic media. (Prerequisite: GRA 1204. Corequisite: GRA 2511.) Class materials fee: \$20.

FA

GRA 2511 Corporate Design 3 sem. hrs.

A study of corporate image and identity design, development and implementation. Emphasizes choice and use of symbols, and appropriate application in stationery packages, corporate manuals, and collateral items. (Prerequisites: GRA 1204 and GRA 2114. Corequisite: GRA 2201.) Class materials fee: \$20.

FA

GRA 2545 Publication Design 3 sem. hrs.

An advanced study of specific conceptual, aesthetic and production problems in graphic design for publication. (Prerequisites: GRA 1204 and GRA 2114. Corequisite: GRA 1171.) Class materials fee: \$20.

SP

GRA 2746 Illustration 3 sem. hrs.

Course provides the student with training in the techniques of professional advertising and editorial illustration and covers a variety of traditional styles and mediums. (Prerequisites: DIG 1109, GRA 1543, GRA 1741 and GRA 1158.) Class materials fee: \$20.

FA

GRA 2905 Directed Study in Graphic Design 1-4 sem. hrs.

Arranged with individual instructor to explore special areas of interest.

FA, SP, SU

GRA 2949 Cooperative Education Experience in Graphic Design 1-4 sem. hrs.

FA, SP, SU

HCP 0100/0100L Nurse Aide and Orderly and Lab 5.5 voc. crs.

Prepares individuals to perform selected tasks related to patient care in a long-term care facility or an adult living facility under the supervision of a licensed nurse. Students who successfully complete the program are eligible to take the Nurse Aide Competency Evaluation Program (NACEP) for certification as a Nursing Assistant in Florida (Florida Statute, 400.21). (Corequisite: HCP 0100L.) Lab fee: \$22.

FA, SP, SU

P 0600/0600L Patient Care Assistant and Lab 9.67 voc. crs.

Prepares individuals to perform selected tasks related to patient care in a hospital, long-term care facility, or

home health agency under the supervision of a licensed nurse. Students who successfully complete the program are eligible to take the Nurse Aide Competency Evaluation Program (NACEP) for certification as a Nursing Assistant in Florida (Florida Statute, Section 400.21). (Corequisite: HCP 0600L.) Lab fee: \$22.

FA, SP, SU

HCP 0720 Electrocardiograph Aide 2.5 voc. crs.

This course is designed to prepare students to perform the duties necessary for employment as an electrocardiograph aide. Instruction will include theory, lab practice and clinical experience in a hospital, clinic or physician's office. (Dual enrollment students only.)

FA

HFT 1000 Introduction to Hospitality Industry 3 sem. hrs.

An introduction to the hospitality industry. Current business trends, employment opportunities, management responsibilities and computer applications are stressed.

FA, SP

HFT 1261 Hospitality Service 3 sem. hrs.

This course teaches the principles of restaurant management both front and back of the house. Topics include guest service, organization and training as well as marketing and financial concerns. Students will practice service technique in College run restaurant, banquet and quick service operation.

FA, SP

HFT 1410 Lodging Operations I 3 sem. hrs.

Introduction to the functions of the lodging front desk operations, reservations while stressing its mechanics and routines, with developmental training in interpersonal skills, communications and computer applications.

SP

HFT1820 Purchasing for Hospitality 3 sem. hrs.

This course is designed to prepare the student to plan, prepare, bid, order, receive, store, issue, inventory, and forecast the purchasing requirements of an organization in the Hospitality Industry. The areas covered will include: equipment, food, beverages, furniture, fixtures, paper products, and POS and MIS systems.

SU

HFT 1940/1940L Hospitality Practicum I and Lab..... 3 sem. hrs.

Students will participate in work related experience in basic food service and table service in the College operated Hospitality facility. Students will rotate through work positions in the restaurant kitchen, dining room, lodging and quick service operation and banquet operation, applying basic skills learned in the classroom and lab to a work situation. Lab fee: \$150.

FA, SP, SU

HFT 1941/1941L Hospitality Practicum II and Lab..... 3 sem. hrs.

Students will participate in work related experience in Intermediate food service and table service in the College operated Hospitality facility. Students will rotate through work positions and supervisory positions in the restaurant kitchen, dining room, quick service operation, lodging and banquet operation, applying intermediate skills learned in the classroom and lab to a work situation. Lab fee: \$150.

FA, SP, SU

HFT 2282 Hospitality Supervision 3 sem. hrs.

This course covers the principles of supervision of employees in a hospitality management environment. Topics include recruitment, screening, hiring, training and evaluating personnel.

FA, SP

HFT 2283 Hospitality Contract Management 3 sem. hrs.

This course will expose the student to Contract Management, the multi-billion dollar segment of the hospitality industry. Study will focus on health Care, K-12, college and university, business and industry, correctional facilities, transportation, recreation and leisure.

FA, SP

HFT 2313 Lodging Operations II 3 sem. hrs.

The broad scope of property management stresses training, record keeping and executive responsibilities, concerning the use of land, buildings, furnishings, equipment, materials, people and funds in achieving a desired goal. Housekeeping is covered from a dual focus of hands on functional duties paired with the supervisory and management of that department.

FA

HFT 2454 Food and Beverage Cost Control 3 sem. hrs.

Covers food and beverage operation, purchasing, receiving, storage, preparation, and service. Emphasis is on controlling, analyzing costs, and using financial management techniques.

SU

HFT 2461 Hospitality Managerial Finance..... 3 sem. hrs.

This course is designed to prepare students to read and understand financial document produced in the

hospitality industry. The fundamental concepts and analytical techniques that are essential to take control of a real-world asset management in a hospitality industry environment. Financial Statements, Asset Ratios, Cash Flow, Budgeting and Feasibility Studies are covered. The principles of finance, asset and money management are defined, explored and analyzed from the perspective of the professional hospitality manager, owner and decision maker.

FA, SP

HFT 2500 Event Marketing 3 sem. hrs.

This course will expose students to the discipline of Event Planning and a key component of that discipline of Event Marketing within the multi-billion dollar Hospitality industry. This course provides a great foundation as well as extension in marketing of events within the hospitality environment. The marketing of events, meetings, convocations, conferences, and gatherings requires complex coordination of people, resources and facilities. This course will serve our students well in pursuit of careers in hospitality.(Prerequisite: HFT1000.)

FA, SP

HFT 2600 Hospitality Law 3 sem. hrs.

Informs and educates hoteliers with the applicable law that is pertinent to their overall operations. Formulation of preventive tactics to avoid lawsuits.

FA

HFT 2671 Event Risk Management and Safety 3 sem. hrs.

This course will expose the student to the discipline of Event Planning within the Hospitality Industry. This course provides a great foundation and road map for event management students and future event planning professionals. The coordination of various components of an event are covered in a real-world protocol. The logistics of events, meetings, conventions, and convocations are covered in a format that will serve the students well in their future event planning endeavors.(Prerequisite: HFT1000.)

FA, SP

HFT 2742 Global Meetings and Exhibitions 3 sem. hrs.

This course will expose the student to the operation and coordination of Global Meetings & Exhibitions within Event Planning and key components within the Multi-Billion Dollar Hospitality industry. This course provides a great foundation and extension in depth and breadth of the Event Planning program. This course will serve our students well in the pursuit of careers in hospitality.(Prerequisite: HFT1000.)

FA, SP

HFT 2750 Hospitality and Tourism Marketing 3 sem. hrs.

Destination planning, group booking, conventions, site visitations and meeting planning are thoroughly analyzed. Group selling, negotiations, contracts, computer applications and service are emphasized.

FA, SP

HFT 2905 Directed Study in Hospitality Management 1-4 sem. hrs.

FA, SP, SU

HFT 2942/2942L Hospitality Practicum III and Lab 3 sem. hrs.

Capstone course designed to apply a students learned techniques in a food service setting. Students will apply advanced food service culinary and service skills in the College operated Hospitality facility. Students will plan, prepare and serve advanced modern cuisine in the restaurant kitchen, dining room and banquet operation, applying advanced skills learned in the classroom and lab to a work situation. Lab fee: 150.

FA, SP, SU

HFT 2949 Cooperative Education Experience in Hospitality Management 1-4 sem. hrs.

FA, SP, SU

HHD 1321 Introduction to Interior Design 3 sem. hrs.

Color, design principles, lighting, interior furnishings, accessories and planning for functional and aesthetic settings. Experience in applying the elements and principles of design and drawing floor plans and elevations. Lab fee: \$15.

FA, SP

HHD 1361 Practical Interior Applications 3 sem. hrs.

Working knowledge of window treatments, floor coverings and wall coverings. Cost estimations, re-upholstery estimations and installation techniques, calculations and schedules. Students learn appropriate applications for various surface treatments. Lab fee: \$15.

SP

HIM 1000/1000L Introduction to Health Information Management and Lab 3 sem. hrs.

Introduction to the science of health information management. The professional organization, chart content and development, databases, information systems will be emphasized. (Prerequisite:HSC 1531. Corequisite: HIM 1000L.)

SP

M 1031/1031L Medical Record Transcription I and Lab 3 sem. hrs.

Develop skills in the use of dictating/transcribing units and reference sources. Laboratory experience in transcribing medical record forms. (Prerequisites: HSC 1531 and OST 1100 or typing speed of 40 w.p.m. Corequisite: HIM 1031L.) Lab fee: \$20.

FA, SP

HIM 1032/1032L Medical Record Transcription II and Lab 3 sem. hrs.

Study of advanced medical record terminology and transcription of various medical records and reports. (Prerequisite: HIM 1031. Corequisite: HIM 1032L.) Lab fee: \$20.

FA, SP

HIM 1222/1222L Beginning ICD-9 Coding and Lab 4 sem. hrs.

This course is designed to develop skills in the use of approved disease and operative classification systems, abstraction of patient data from the medical record and assignment of ICD-9-CM diagnostic and procedure codes. (Prerequisites: HSC 1531 and HIM 1000 or permission of chairperson. Corequisite: HIM 1222L.) Lab fee: \$5.

SP

HIM 1273/1273L Billing and Reimbursement Methods 2 sem. hrs.

Study of the principles and practices of insurance and reimbursement processing, to include the assignment and reporting of codes for diagnoses and procedures and services. Also covered are completion of UB-92 and CMS-1500 claims for outpatient, emergency department, and physician office encounters. (Prerequisites: HIM 1222/1222L and HIM 2253/2253L. Corequisites: HIM 1273L and HIM 2234/2234L.)

FA

HIM 2012 Legal Aspects of Health Records..... 2 sem. hrs.

In-depth study of the federal, state and local laws which govern the preparation and use of health records in healthcare delivery systems. (Prerequisites: HIM 1000 and HIM 2110.)

SU

HIM 2214 Health Information Management Statistics 2 sem hrs.

This course will introduce the student to healthcare statistics and their uses in healthcare settings. (Prerequisite: HIM 1000. Corequisite: HIM 2820.)

FA

HIM 2234/2234L Advanced ICD-9 Coding and Lab 4 sem. hrs.

This course is designed to enhance skills learned in HIM 1222. By recalling the basic coding rules and applying them with in-depth diagnosis and procedure analysis learned in this course, the student will become capable of accurate medical record coding and DRG assignment. (Prerequisites: HIM 1222/1222L and HSC 1531. Corequisite: HIM 2234L.)

FA

HIM 2253/2253L Beginning CPT Coding and Lab 3 sem. hrs.

This course is designed to develop skills in the use of the Physician's Current Procedure Coding Terminology (CPT) systems for hospital and physicians' offices. (Prerequisite: HIM 1222/1222L or permission of chairperson. Corequisite: HIM 2253L.)

SU

HIM 2283/2283L Advanced CPT Coding and Lab 3 sem hrs.

This course will be a continuation of Beginning CPT coding. This course will also combine CPT with ICD-9 to complete the billing and reimbursement process. (Prerequisites: HIM 1222/1222L, HIM 2253/2253L and HIM 2234/2234L. Corequisites: HIM 2253L and HIM 2810.)

SP

HIM 2400 Health Records in Alternate Settings 2 sem hrs.

This course will explore the use of health records in sites other than hospitals. Long term care, hospice, tumor registry, physician offices and clinics. Record content in each area will be discussed. (Prerequisite: HIM 1000. Corequisite: HIM 2810.)

FA

HIM 2430 Concepts of Disease 4 sem. hrs.

Given a body of medical information, students will demonstrate their ability to interpret, understand, extract, analyze and synthesize information within the medical record. (Prerequisite: BSC 1085 or BSC 1020 or HSC 1531.)

FA

HIM 2442 Pharmacology and Laboratory..... 1 sem. hr.

This course will introduce the student to the most common drugs and laboratory tests utilized in medicine. (Corequisite: HIM 2430.)

FA

HIM 2500 Quality Assurance and Compliance 2 sem hrs.

This course will discuss the development of health care quality programs including performance improvement, utilization review, risk management and coding compliance.(Prerequisites:HIM 1000, HIM 2810, HIM 2012 and HIM 2240.)

FA

HIM 2512 Health Information Systems Management 2 sem. hrs.

This course will review the basic management functions as they apply to a Health Information Systems (H.I.S.) department. (Prerequisites: HIM 2800.)

FA

HIM 2652 Electronic Health Record 2 sem hrs.

This course will review the history of the electronic record, trends, and healthcare information applications.Discussion of the transition from a paper based health record to an electronic health record.(Prerequisite:HIM 2253/2253L. Corequisites: HIM 2652L and HIM 2234/2234L.)

FA

HIM 2800Coding Professional Practice Experience I..... 1 sem hr.

This course will give the coder/biller student hands on experience in a physician or outpatient department.(Prerequisite: HIM 2253/2253L. Corequisite: HIM 2234/2234L.)

FA

HIM 2810 Professional Practice Experience II 2 sem. hrs.

Supervised experience in a non-hospital health care facilities. Compiling health/data statistics, use of indexes and registers and computerization of HIS functions reports are emphasized. (Prerequisites: HIM 2110 and HIM 2800.) Lab fee: \$4.

SP

HIM 2820 Professional Practice Experience III 3 sem. hrs.

Supervised experience in a Health Information Services (HIS) department offering experience of a supervisory nature, utilization review quality assurance and overall chart flow. (Prerequisites: HIM 2510 and HIM 2810.) Lab fee: \$4.

FA

HIM 2920 Health Information Management Seminar 2 sem hrs.

This course will be a capstone course.Employability skills, marketing, and review for the national certification exam will be covered.(Prerequisites: HIM 2253/2253L, HIM 2400. Corequisites: HIM 2820.)

FA

HIM 2949 Cooperative Education Experience in Health Records 1-4 sem. hrs.

FA, SP, SU

HLP 1081 Fitness Assessment & Improvement 3 sem. hrs.

This course evaluates the student's level of fitness, then develops a program of improvement through daily exercise and instruction in the areas of nutrition, stress management and basic training techniques. Lab fee: \$25.

FA, SP, SU

HMV 0103 Pastry I 2.5 voc. crs.

This course introduces non-yeast, laminated doughs and the preparation of pastry products using a variety of methods: lamination, blending, creaming, foaming, thickening. Students will combine these methods into new products to create savory items and frozen desserts, use basic finishing methods by applying glazes, filling pastries, creating simple sauces and presenting products for service. Lab fee: \$150.

FA, SP

HMV 0104 Advanced Pastry 2.5 voc. crs.

This course enables the advanced student to produce pastries, including puff pastry, choux paste, short past, tortes, petit fours, skills developed in decorating techniques. Lab fee: \$150.

FA, SP

HMV 0145 Wholesale Bakeshop Production 2.5 voc. crs.

This course is designed to enable the student to understand and demonstrate the skills needed to operate, service and maintain a WHOLESALE bakeshop that meets industry standards and operates at a profit. This course covers the preparation and service of individual baked goods and desserts. Students will learn station organization, timing, service. Students will learn inventory control, display and marketing of bakeshop products. Lab fee: \$150.

FA, SP

HMV 0146 Retail Bakeshop Production 2.5 voc. crs.

This course explores the steps for planning and production for wholesale bakeshop and Small catering and banquet functions. Students will learn how to scale for Small volume production, calculate yield, work brigade line as a baker/pastry cook. Additionally learn how to store, wrap, delivery of small volume large variety of

products in a RETAIL environment. Lab fee: \$150.

FA, SP

HSC 0005 Healthcare Concepts for the Massage Therapist..... 3.0 voc. crs.

This course provides an overview of the current healthcare delivery system in the USA and current health occupations. Content includes, but is not limited to the use of interpersonal and communication skills with patients and other health professionals, written communication skills, knowledge of blood borne diseases and HIV/AIDS education, legal and ethical responsibilities, safety and security procedures and infection control, medical errors and eight hours.

FA

HSC 1000 Introduction to Health Care 3 sem. hrs.

Introduction to current practices and issues in health care. Content includes social and cultural responses to health problems of individuals and families; health care delivery in primary, secondary, and tertiary settings; critical thinking; health care professions; standards of practice; health care organizations; United States health policies; issues of finance, ethics, legal rights of patients and health care workers; infection control; universal precautions; and principles of effective communication and computer applications to health care. NOTE: This is a required course for students in selected health career programs. Lab fee: \$5.

FA, SP, SU

HSC 1421 Health, Safety and Nutrition for the Young Child 3 sem. hrs.

Designed to provide the early childhood student with health, safety and nutrition principles for the young child; and experience and resources for teaching these principles in various curriculum areas.

SP

HSC 1531 Medical Terminology 4 sem. hrs.

This course prepares students for medically oriented careers. Lab fee: \$5.

FA, SP, SU

HSC 2400 First Aid, Responding to Emergencies 3 sem. hrs.

Demonstrations, practical experiences, lectures and discussions on the principles and skills essential to the individual for the care of emergencies in the home and community. Certificates in CPR and Responding to Emergencies will be issued to those individuals successfully completing the course. Lab fee: \$15.

FA, SP, SU

HSC 2905 Directed Study in Health and Fitness 1-4 sem. hrs.

FA, SP, SU

HSC 2949 Cooperative Education Experience in Health and Fitness 1-4 sem. hrs.

FA, SP, SU

HUM 2210Prehistory to Medieval Humanities 3 sem. hrs.

Literature, fine arts, music and philosophy of Western Europe from earliest times to the Renaissance, and their interrelation with the culture. This course contributes to satisfying the Gordon Rule writing requirement.

(Prerequisite: ENC 1101.)

FA, SP, SU

HUM 2230 Renaissance to Postmodern Humanities 3 sem. hrs.

A continuation of HUM 2210, beginning with the high Renaissance and concluding with the early 20th century. This course contributes to satisfying the Gordon Rule writing requirement. NOTE: HUM 2210 is NOT a prerequisite for HUMANITIES 2230 (Prerequisite: ENC 1101.)

FA, SP, SU

HUM 2480 Multi-Cultural Humanities 3 sem. hrs.

A study of emerging Third World cultures and their relationship to the Western world by examining widely acclaimed literature, music and art of selected countries.

FA, SP

HUM 2740 Humanities Overseas Study Program 3 or 6 sem. hrs.

An opportunity to examine monuments of Western art in the classroom and in Europe. Specific attention given to interrelationships among the arts. (Prerequisites: Appropriate placement scores or successful completion of college prep courses, and one HUM course or permission of chairperson.)

SU

HUM 2905 Directed Study in Humanities 1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

HUM 2949 Cooperative Education Experience in Humanities 1-4 sem. hrs.

FA, SP, SU

HUN 1201Human Nutrition 3 sem. hrs.

This introductory course focuses on the principles of nutrition science and how they relate to human physiology

and health. Practical applications for using nutrition as part of a personal approach to wellness are emphasized. Lab fee: \$5.

FA, SP, SU

HUN 1203 Hospitality Nutrition 3 sem. hrs.

This course relates nutrition to the food service industry by way of menu planning, studying nutritional deficiencies, diseases, retention of nutrients and the basic principles for health conscious cooking.

FA, SP

HUN 1270 Sports Nutrition 3 sem. hrs.

Introduces human nutrition and its relationships to athletic performance, fitness and health. Presents scientifically-based sports nutrition recommendations for the active person and the trained athlete. Lab fee: \$5.

FA, SP

HUN 2905 Directed Study in Nutrition 1-4 sem. hrs.

FA, SP, SU

HUN 2949 Cooperative Education Experience in Nutrition 1-4 sem. hrs.

FA, SP, SU

HUS 1001 Introduction to Human Services 3 sem. hrs.

Introduces the history and an overview of human services including social work and mental health. Describes roles, responsibilities and goals of the human service worker and values, conflicts and dilemmas that affect the worker and the client relationship. Involvement in college, community, and social service work is emphasized. In addition, the critical involvement of students in professional responsibilities is introduced with involvement in student/faculty clubs and professional organizations. (Prerequisite: Appropriate placement scores or successful completion of college prep courses. Corequisite or prerequisite: PCO 2202.)

FA

HUS 1332 Advanced Counseling/Interview Skills 3 sem. hrs.

Advanced skills in assessment, recording, problem solving, developing treatment plans, case presentations, case management and crisis intervention are taught through academic and skill-based work. Practical experience and documentation required for internships and jobs in the field are emphasized. (Prerequisites: PCO 2202 and HUS 1001. Corequisites: PPE 2001 and HUS 1850.)

SP

HUS 1850/1850L Human Services Externship I and Lab 4 sem. hrs.

Experiential learning in human service agencies through the practice of counseling skills and techniques. On and off-campus job training and clinical supervision are required. (Prerequisites: HUS 1001 and PCO 2202. Corequisites: HUS 1332, PPE 2001 and HUS 1850L.) Lab fee: \$5.

SP

HUS 2200 Group Dynamics 3 sem. hrs.

Introduction to group dynamics; study of structure, organization and function of groups; and survey of different types of groups. (Prerequisites: PPE 2001, HUS 1332 and HUS 2801. Corequisite: HUS 2851.)

FA

HUS 2441 Addictions, Families, and Communities 3 sem. hrs.

Provide training in substance abuse in the context of family and community systems. This course introduces the basic concepts and issues related to substance abuse prevention and addiction processes. Orientation to evidence-based practice is reviewed and updated. It is part of the Transdisciplinary Foundations required by the certification boards. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

SP

HUS 2500 Issues and Ethics in Human Services 3 sem. hrs.

This course continues the human services emphasis on professional practice and responsibilities. It adds to the student's knowledge and practice of legal and ethical problems and professional codes of ethics in human service fields. In addition, topics explored include sources of burnout and methods of reducing anxiety, stress and tension; current issues; social and multicultural issues, domestic violence; and effective personal and professional skills. (Corequisites: HUS 2852 and CLP 2140.)

SP

HUS 2424 Addictions and Treatment 3 sem. hrs.

This course addresses the skills, concepts and issues of addictive processes, treatment, recovery and counseling with diverse populations. National and state practices are taught as part of the field's development. It is part of the Transdisciplinary Foundations requirement of the certification boards. (Prerequisite: Appropriate placement scores or successful completion of college prep courses or permission of assistant chair or chairperson.)

FA

HUS 2801/2801L Human Services Practicum and Lab 6 sem. hrs.

Practicum is designed to provide students with the opportunity to function in a chosen career in an

internship/employee role for six or 12 weeks in a selected human service agency. Experiential learning in human service agencies through the practice of counseling and social service skills and techniques. On and off-campus job training and clinical supervision are required. (Prerequisites: PPE 2001, HUS 1332 and HUS 1850. Corequisite: HUS 2801L.)

SU

HUS 2851/2851L Human Services Externship II and Lab 4 sem. hrs.

Students select and interview at approved human service programs; activities will emphasize application of group dynamics and group skills. This course continues the practice skills from earlier externship and practicum experiences. On and off-campus job training and clinical supervision are required. (Prerequisite: HUS 2801/2801L. Corequisite: HUS 2200 and HUS 2851L.)

FA

HUS 2852/2852L Human Services Externship III and Lab 4 sem. hrs.

This experience gives the student opportunities to exercise more responsibility and leadership as a member of the Human Services team. This course continues the practice skills from earlier externship and practicum experiences. On and off-campus job training and clinical supervision are required. Leadership and mentoring roles are emphasized, with more sophisticated professional skills. (Prerequisite: HUS 2851/2851L. Corequisites: HUS 2500, CLP 2140 and HUS 2852L.)

SP

HUS 2905 Directed Study in Human Services 1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

HUS 2933 Human Services Seminar 1 sem. hr.

A multi-topical approach to the study of a theme, problem or area of reference in Human Services. This course helps students with skills used throughout the program. Lab fee: \$10.

FA, SP, SU

IDS 1936 Honors Seminar 3 sem. hrs.

An interdisciplinary approach to the study of a topic or theme of contemporary relevance. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: \$5.

FA, SP, SU

IDS 2905 Directed Study in Interdisciplinary Studies 1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

IND 1001 History of Architecture & Interiors II 3 sem. hrs.

The study of furniture history and architectural styles for the 19th century through contemporary interior design; current and future trends; recognizing and using different architectural and furniture styles in the interiors. Lab fee: \$15.

SP

IND 1021 Interior Design Studio I 3 sem. hrs.

Planning floor plans in regard to function and aesthetics. Research and development of design solutions associated with color theory, furniture and room arrangement, lighting and electrical placement, application, floor plans, elevation development and graphic communication. (Prerequisite: HHD 1321. Prerequisite or Corequisite: BCN1251/1251L or permission of chairperson.) Lab fee: \$15.

FA, SP

IND 1211 History of Architecture & Interiors I 3 sem. hrs.

Furniture history and the development of architectural styles from Antiquity to the end of the 18th century. Recognition and use of different period styles in the design of historical interiors. Lab fee: \$15.

FA

IND 1300 Graphics of Interior Design I 3 sem. hrs.

Basic presentation techniques with emphasis on materials and presentation boards. Oral and written communication and graphic presentation. Emphasis on marker and pencil rendering techniques. Lab fee: \$15.

FA, SU

IND 1429 Textiles for Commercial and Residential Interiors 3 sem. hrs.

The study of fibers used in interiors, fire and life safety codes involving their use, fabrication, application and evaluation of textiles and proper professional terminology. Lab fee: \$15.

SP

IND 1935 Building and Barrier Free Codes 2 sem. hrs.

This is a mandatory course required by the State Board of Education for all interior design students. It is designed to give the student an in-depth understanding of building codes and the American with Disabilities Guidelines (ADA). This course will teach students about space-planning and material specifications. Basic building

construction and fire safety will be addressed.(Prerequisites:BCN 1251/1251L and IND 2220.)Lab fee: \$15.

FA, SP

IND 2210 Interior Design Studio II 3 sem. hrs.

This course creates a design studio atmosphere with projects and deadlines required throughout the semester.Advanced application of the principles and elements of design into the conceptual design process. Creative problem solving, programming and special analysis. Graphic communication and presentation, placement and selection of furniture, materials, accessories, lighting and electrical schedules. (Prerequisite: IND 1021 or permission of chairperson.)Lab fee: \$15.

FA, SP, SU

IND 2220 Commercial Interior Design 3 sem. hrs.

Advanced application in creative problem solving and research of the design process for non-residential interiors. Space planning, programming, human factors, code requirements and specifications.Sample test project.(Prerequisite: IND 1021 or permission of chairperson.) Lab fee: \$15.

FA

IND 2501 Practices of Interior Design 4 sem. hrs.

Establishing and maintaining a successful interior design business. Resume writing, cover letters and portfolio development procedures. Specifications, financial operations, estimating, schedules and recordkeeping. (Prerequisites: IND 2210 and IND 2220 or permission of chairperson.)Lab fee: \$15.

SP

IND 2949 Cooperative Education Training Assignment in Interior Design1-..... 3 sem. hrs.

FA, SP, SU

INP 1390 Human Relations in the Workplace 3 sem. hrs.

Designed to enhance effectiveness in the workplace through an emphasis on awareness of self and others communication technique and interpersonal skills. Individualized Instruction. (Prerequisite or Corequisite: ENC 1101.) Lab fee: \$25.

FA, SP, SU

INR 2002 International Relations 3 sem. hrs.

Analysis of national power, foreign policy, settlement of disputes, the balance of power system, and international organization and disarmament in world affairs. This course contributes to satisfying the Gordon Rule writing requirement.(Prerequisite or corequisite: ENC 1101.)

FA, SP

INT 1000 Introduction to Interpreting 3 sem. hrs.

This course is an introduction to the basic theories, guidelines, principles and practices of interpreting, including the role of the interpreter, professional behavior and the ethics of interpreting. (Prerequisites: ASL 2150 and ASL 2150L.)

FA

INT 1400 Educational Interpreting 3 sem. hrs.

Introduces the intermediate level interpreter training student to the sign systems and processes used in secondary and postsecondary educational settings. (Prerequisite: **INT 1000**. Corequisite: INT 1131.)

SP, SU

INT 1210 Introduction to Transliterating 3 sem. hrs.

This course is designed to provide skill development for expressive and receptive transliterating of manually coded sign systems used primarily in educational settings. Students will practice from audio taped, video taped and live material and will learn the techniques of self-assessment through video taping. (Prerequisites: ASL 2200, ASL 2200 and INT 1000.)

SP

INT 1131 Ethics and Application of Interpreting 3 sem. hrs.

Special topics, including business practices, professional conduct and the role of the interpreter during employment are emphasized. (Prerequisites: ASL 2150 and ASL 2150L.)

SP

INT 1941 Externship Practicum I 3 sem. hrs.

This course provides the intermediate level interpreting student observes the interpreting process in various professional work situations. Students will schedule a series of individual and group observations and discuss their practicum experiences. (Corequisites: INT 1400 and INT 1131.) Lab fee: \$12.

FA, SP

INT 2230 Beginning Receptive Voicing 3 sem. hrs.

This course will introduce students to the process of Sign-to-Voice Interpreting. Students will practice from audio taped, video taped and live material and will learn the techniques of self-assessment through video taping. (Prerequisites: ASL 2200and ASL 2200L and INT 1000.) Lab fee: \$10.

SU

INT 2231 Receptive Voicing 3 sem. hrs.

This course studies and practices interpreting a signed message from American Sign Language to a hearing or hard of hearing person through voice, and the transliteration from a Signed English message to a hearing impaired person through voice. (Prerequisites: INT 1000 and INT 2230.) Lab fee: \$10.

FA

INT 2232 Advanced Receptive Voicing 3 sem. hrs.

Designed to strengthen the skills of advanced level students in accurate interpreting from a signed message to a voiced English translation. (Prerequisite: INT 2230.) Lab fee: \$10.

SP

INT 2240 Receptive Signing 3 sem. hrs.

This course is the study and practice of the interpretation of a spoken message, from English to American Sign Language, for hearing, hard of hearing, and deaf individuals; and the study of transliteration, from a spoken message to Signed English, for hearing, hard of hearing, and deaf individuals. (Prerequisite: INT 1000 and ASL 2200 and 2200L.)

SU

INT 2421 Advanced Receptive Signing 3 sem. hrs.

This course is designed to strengthen the skills of advanced level students in accurate interpreting from a voiced message to a Signed ASL or English translation in realistic interpreting situations. (Prerequisite: INT 2240.)

FA

ISS 1120 American Political and Economic Issues 3 sem. hrs.

A study of current political and economic issues in the United States, including international cases affecting American society. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or Corequisite: ENC 1101.) Lab fee: \$15.

FA, SP, SU

ISS 2905 Directed Study in Social Science 1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

ITA 1120/1120L Elementary Italian I Concentrated and Lab 4 sem. hrs.

Introductory course to the Italian language and culture for students who have limited or no knowledge of Italian. Instruction is based on the fundamentals of grammar principles and on the communicative approach with activities designed to develop reading, writing, listening, and speaking skills while promoting cultural awareness. Includes three-hour class instruction and two-hour language laboratory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses. Corequisite: ITA 1120L.) Lab fee: \$5.

FA

ITA 1121/1121L Elementary Italian II Concentrated and Lab 4 sem. hrs.

A continuation of ITA 1120/1120L to pursue further study of the structural aspects of the language with emphasis on strengthening communicative skills while deepening cultural awareness. Includes three-hour class instruction and two-hour language laboratory. (Prerequisite: ITA 1120/1120L. Corequisite: ITA 1121L.) Lab fee: \$5.

SP

ITA 2220/2220L Intermediate Italian Reading and Conversation I and Lab 4 sem. hrs.

Intermediate level course designed to enhance the student's knowledge of the Italian language and culture through grammar analysis of newspaper articles, short cultural and literary readings, and discussions of such material to develop communicative competency. Includes three-hour class instruction and two-hour language laboratory. (Prerequisite: ITA 1121/1121L. Corequisite: ITA 2220L.) Lab fee: \$5.

FA

ITA 2221/2221L Intermediate Italian Reading and Conversation II and Lab 4 sem. hrs.

A continuation of ITA 2220/2220L to complete the second year sequence of the intermediate level course in Italian language and culture. Instruction is designed to strengthen communicative and written skills with emphasis on oral and written expression while studying aspects of Italian history and literature. Includes three-hour class instruction and two-hour language laboratory. (Prerequisite: ITA 2220/2220L. Corequisite: ITA 2221L.) Lab fee: \$5.

SP

ITA 2905 Directed Study in Italian 1-4 sem. hrs.

FA, SP, SU

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

JOU 1100 Introduction to Journalism 3 sem. hrs.

Designed as a basic skills and practical application course for gathering, writing, reporting and editing news in journalistic style. (Prerequisite: Appropriate placement scores or successful completion of college prep courses; or ENC 1101 or permission of chairperson.)

FA, SP

JOU 2905 Directed Study in Journalism 1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

JOU 2949 Cooperative Education Experience in Journalism 1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

LIS 1002 Finding Information: Skills and Technologies 3 sem. hrs.

This course is a practical introduction to finding the different types of information individuals need to be successful in school, career and personal goals. The course covers resources both in and out of the library and highlights the use of computer technologies in research. (Prerequisites: Appropriate placement scores or successful completion of college prep courses and REA 0001/0001L or equivalent.) Lab fee: \$5.

FA

LIS 2004 Introduction to Internet Information Research Resources 1 sem. hr.

Resources This course is designed to develop skills needed to find, evaluate and use relevant resources that are available on the Internet including search strategies, retrieval, evaluation and proper citing of Internet resources.

FA, SP, SU

LIS 2949 Cooperative Education Experience in Library Work 1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

LIT 2030 Understanding Poetry 3 sem. hrs.

A survey of chronologically selected poets against the background of their periods, with emphasis upon the major themes of poets of all ages. A broad cultural approach. Available as a television course. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

FA

LIT 2040 Dramatic Literature 3 sem. hrs.

A study of chronologically selected plays against the background of their periods. Emphasis upon the dramatic structure and universally dramatic themes. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

FA

LIT 2110 Masterpieces of World Literature I 3 sem. hrs.

A study of world masterpieces from the time of the Old Testament through the Renaissance. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

FA

LIT 2120 Masterpieces of World Literature II 3 sem. hrs.

A continuation of world masterpieces and national epics from the Renaissance to the 20th century and the Modern School. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite: ENC 1101 or permission of chairperson. LIT 2120 may be taken without taking LIT 2110.)

SP

LIT 2380 Literature by Women 3 sem. hrs.

A study of women writers and the effects of history and historical changes projected through these writings from the 11th century through the present. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

SP

LIT 2602 Literature of the Sea 3 sem. hrs.

A study of readings from short stories, poetry, novels and dramas that deal with various issues concerning the oceans of the world. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or Corequisite: ENC 1101.)

SP

MAC 1105 College Algebra..... 3 sem. hrs.

Topics include: Polynomial and rational equations and inequalities, graphs of functions, rate of change, transformations, extreme values, modeling, combining functions, one-to-one and inverse functions, exponential functions, logarithmic functions, laws of logarithms, exponential and logarithmic equations, modeling, systems of equations, linear systems in three variables, nonlinear systems of equations, and nonlinear systems of inequalities (Prerequisite: Placement through CPT or passed MAT1033 with grade "C" or better or permission of chairperson.) Lab fee: \$5. **FA, SP, SU**

0002/MAT0002L Mathematics I (Pre-Algebra) and Lab 4 college prep. hrs.

This course in arithmetic provides an introduction and review of the basic operations of whole numbers, fractions, decimals and percents and an introduction to algebra which includes simplifying and solving linear equations.

(MAT 0002 cannot be used toward A.A., A.S., A.A.S. degree requirements.)Lab fee:\$5.

FA, SP, SU

MAT 0024/MAT0024L Mathematics II (Elem. Algebra) and Lab..... 4 college prep. hrs.

This is a basic algebra course with includes solving linear equations, solving linear inequalities, solving quadratic equations, graphing linear and quadratic equations, adding, subtracting, multiplying and dividing polynomials, exponential notation, and factoring quadratics. MAT0024 cannot be used toward A.A., A.A.S or A.S. degree requirements. (Prerequisite:Placement through CPT or passed MAT0002 with grade "B" or better or permission of chairperson.)Lab fee:\$5.00.

FA, SP, SU

MAT 1033 Intermediate Algebra..... 4 sem. hrs.

Topics included graphing linear functions, quadratic functions, absolute value functions, radical functions and rational functions, with a focus on simplifying, adding and multiplying these functions as well as methods to solve equations involving these types of functions. Other topics include inequalities, functional equations, factoring polynomials, applied problems, systems of equations, quadratic formula and completing the square.

(Prerequisite:Placement through CPT or passed MAT0024 with grade "B" or better or permission of chairperson.)Lab fee:\$5.00.

FA, SP, SU

MAE 2801 Elementary School Mathematics 3 sem. hrs.

The topics in this course are appropriate for elementary school teacher. Topics include the six basic sets of number, concepts, number systems, and geometry. (Placement through CPT or passed MAC1105 or MGF2106 with grade "C" or better or permission of chairperson.)Lab fee:\$5.00.

FA, SP, SU

MGF 2106 College Mathematics 3 sem. hrs.

This is a college mathematics course, including logic, rational numbers, algebra, geometry, statistics and other optional materials. (Prerequisite:Placement through CPT or passed MAT 1033 with grade "C" or better or permission of chairperson.) Lab fee: \$5

FA, SP, SU

MGF 2107 Mathematics for Liberal Arts..... 3 sem. hrs.

This course includes topics from consumer mathematics, mathematical modeling, geometry in art, graph theory, voting and apportionment techniques, and history of mathematics. Applications to real world situations are emphasized. (Prerequisite:Prerequisite: Placement through CPT or passed MAT 1033 with grade "C" or better or permission of chairperson.) Lab fee: \$5

FA, SP, SU

MAC 1114 College Trigonometry 3 sem. hrs.

Topics include:the unit circle, right triangles, oblique triangles, trigonometric functions (their definitions, graphs and inverses), trigonometric identities, trigonometric equations, the trigonometric form of complex numbers, two-dimensional vectors, polar coordinates, and parametric equations.A graphing calculator is required.(Prerequisite:Placement through CPT or passed MAC1105 with grade "C" or better or permission of chairperson.) Lab fee:\$5.

FA, SP, SU

MAC 1140 Pre-Calculus Algebra 3 sem. hrs.

Exponential and Logarithmic functions:properties and equations ;Sequencesincluding arithmetic and geometric partial sum formulas as well as the sum of infinite geometric sequence; Mathematical Induction;The Binomial Theorem;Solutions to Systems of Linear Equations: Gauss-Jordan elimination, determinants and Cramer's Rule, inverse matrices; partial fraction decomposition; Limits: using graphical, numerical and analytical methods; Conic Sections: Parabolas, Ellipses and Hyperbolas.(Prerequisite:Placement through CPT or passed MAC1105 with grade "C" or better or permission of chairperson.)Lab fee:\$5.

FA, SP, SU

MAC 2233 Calculus for Business and Nonphysical Sciences I 3 sem. hrs.

This course is designed for students who plan to major in Business or the Social Sciences.Topics include: limits, continuity, differentiation and integration of algebraic, exponential and logarithmic functions with emphasis placed on applications in business, economics, and social sciences. A graphing calculator is required. (Prerequisite: Placement through CPT or passed MAC1140 with grade "C" or better, or permission of chairperson.) Lab fee:\$5.

FA, SP, SU

MAC 2311/2311L Calculus I and Lab..... 4 sem. hrs.

Topics include: functions and graphs, mathematical models, limits, continuity, slope of a curve, derivatives of algebraic and transcendental functions, techniques of differentiation, applications of derivatives, differentials, optimization, plane areas, antiderivatives, definite integrals, and Fundamental Theorem of Calculus (Prerequisite:Placement through CPT or completion of MAC1140 and MAC1114 with a grade of "C" or better or by permission of chairperson. Corequisite: MAC 2311L.)Lab fee:\$5.

FA, SP, SU

- MAC 2312/2312L Calculus II and Lab 4 sem. hrs.**
 A continuation of Calculus I including: techniques of integration, applications of integrations, differentiation and integration in polar form, sequences and series. (Prerequisite: Placement through CPT or passed MAC2311/2311L with grade "C" or better or permission of chairperson. Corequisite: MAC 2312L.) Lab fee:\$5.
FA, SP, SU
- MAC 2313/2313L Calculus III and Lab 4 sem. hrs.**
 A continuation of Calculus II including vectors, vector functions, partial derivatives, multiple, surface and line integrals, first order differential equations and linear second order differential equations. (Prerequisite: Placement through CPT or passed MAC2312/2312L with grade "C" or better or permission of chairperson. Corequisite: MAC 2313L.) Lab fee:\$5.
FA, SP, SU
- MAN 2021 Principles of Management 3 sem. hrs.**
 Designed to enable the student to understand and apply the following basic functions of management: planning, organizing, staffing, leading and controlling.
FA, SP, SU
- MAN 2905 Directed Study in Management..... 1 - 4 sem. hrs.**
FA, SP, SU
- MAP 2302/2302L Differential Equations and Lab 3 sem. hrs.**
 First order ordinary differential equations, theory of linear ordinary differential equations, solutions of linear and non-linear equations including variation of parameters and Laplace transformation methods along with applications. (Prerequisite: Placement through CPT or passed MAC2312/2312L with grade "C" or better or permission of chairperson. Corequisite: MAP 2302L.) Lab fee:\$5.
FA, SP, SU
- MAR 2011 Principles of Global Marketing 3 sem. hrs.**
 A global approach to the study of marketing. Domestic, international and multinational consideration of customer, product, price, promotion and place will be explored. Students will complete a marketing plan.
FA, SP
- MAR 2720 Introduction to E-Commerce..... 3 sem. hrs.**
 Course introduces students to the steps and strategies necessary for marketing products on the Internet. Emphasis is on tools, techniques, challenges and decision-making ability needed to participate in this rapidly growing sector of the economy.
SP
- MAR 2905 Directed Study in Marketing 1-4 sem. hrs.**
FA, SP, SU
- MAR 2949 Cooperative Education Experience in Marketing..... 1-4 sem. hrs.**
FA, SP, SU
- MCB 1010/1010L Microbiology and Lab 4 sem. hrs.**
 A study of the microbial world, with emphasis on structure, function, metabolism and principles of the host-parasite relationship. Three-hour lecture, three-hour laboratory. (Prerequisite or corequisite: ENC1101. Corequisite: MCB 1010L.) Lab fee: \$50.
FA, SP, SU
- MCB 2905 Directed Study in Microbiology 1-4 sem. hrs.**
FA, SP, SU
- MEA 0005 Introduction to Medical Assisting Fundamentals 4.03 voc. crs.**
 This course covers the history of medicine, the medical assisting profession, the duties of a medical assistant, the characteristics of a medical assistant and members of the health care team, insurance, credits, collection methods and correct coding procedures for billing purposes will be covered. Students will also be prepared to seek employment in the field and be given guidelines for resumé writing, cover letters and follow-up letters for interview purposes. (Corequisites: MEA 0310/0310L, MEA 0231/0231L and MEA 0230/0230L.)
FA
- MEA 0230/0230L Medical Terminology for Medical Assisting and Lab 4.0 voc. crs.**
 Students will demonstrate a knowledge and understanding of basic body systems. Terminology, spelling, diseases and procedures associated with each system will be covered in this course. (Corequisites: MEA 0005, MEA 0310/0310L, MEA 0231/0231L and MEA 0230L.)
FA
- MEA 0231/0231L Anatomy & Physiology for Medical Assisting and Lab 6.0 voc. crs.**
 The student will have knowledge of the organization of the human body and how it functions in both a wellness and illness state. The course will also prepare the student to assist the physician in planning of and education of patients on diets as they relate to diseases/health of each of the body systems. (Corequisites: MEA 0005, MEA

0230/0230L, MEA 0310/0310L and MEA 0231L.)

FA

MEA 0242/0242L Pharmacology for Medical Assisting and Lab 4.0 voc. crs.

This course will prepare students to perform duties relevant to the administration of medications under the supervision of a physician. (Prerequisites: MEA 0005, MEA 0230/0230L, MEA 0231/0231L and MEA 0310/0310L. Corequisites: MEA 0204/0204L, MEA 0258/0258L, MEA 0256/0256L and MEA 0242L.) Lab fee: \$20. **SP**

MEA 0204/0204L Clinical Procedures for Medical Assisting and Lab 5.0 voc. crs.

This course covers infection control techniques, how infections and blood borne pathogens are spread, basic first aid and emergency procedures, as well as how to maintain emergency equipment. Students will also know how to take vital signs, prepare patients for, as well as assist with various procedures, quality control and how to maintain medication records and accurately document interviews and findings. (Prerequisites: MEA 0005, MEA 0231/0231L, MEA 0310/0310L and MEA 0230/0230L. Corequisites: MEA 0256/0256L, MEA 0258/0258L, MEA 0242/0242L and MEA 0204L.) Lab fee: \$20.

SP

MEA 0256/0256L Laboratory Procedures for Medical Assisting and Lab 6.3 voc. crs.

The student will gain an understanding of the various laboratory tests, the departments in a laboratory, the personnel, safety rules, government regulations, how to perform basic tests, how to collect blood specimens by various methods and how to perform electrocardiograms. (Prerequisites: MEA 0005, MEA 0310/0310L, MEA 0231/0231L, and MEA 0230/0230L. Corequisites: MEA 0204/0204L, MEA 0258/0258L, MEA 0242/0242L and MEA 0256L.) Lab fee: \$20.

SP

MEA 0258/0258L Radiology for Medical Assisting and Lab 2.0 voc. crs.

Course will prepare the student for the state of Florida basic X-ray examination. The student will learn basic X-ray procedures, processing techniques and safety procedures. (Prerequisites: MEA 0005, MEA 0230/0230L, MEA 0231/0231L and MEA 0310/0310L. Corequisites: MEA 0256/0256L, MEA 0204/0204L, MEA 0242/0242L and MEA 0258L.)

SP

MEA 0310/0310L Clerical Procedures for Medical Assisting and Lab 4.0 voc. crs.

This course will prepare students to perform all duties of a medical office receptionist. Including but not limited to, skills in typing, filing, scheduling and billing. (Corequisites: MEA 0005, MEA 0231/0231L, MEA 0230/0230L and MEA 0310L.)

FA

MEA 0801 Externship for Medical Assisting 8.0 voc. crs.

The student will apply those skills gained in the classroom in a professional setting. They will be responsible for 240 hours of hands-on practical in physician's offices, clinic settings and urgent care facilities. The school will be responsible for obtaining the clinical sites, and monitoring the student's progress to complete this portion of the program. Lab fee: \$15.

SU

MLT 1000 Introduction to Medical Laboratory Technology 3 sem. hrs.

A general introduction to the career of medical technology including safety, quality control, professional ethics and regulatory standards. (Prerequisite: Admission to the Medical Laboratory Technology program.)

MLT 1040/1040L Microscopy 2 sem. hrs.

A basic study on theory and techniques for fluid analysis (non-blood) in the clinical laboratory with an emphasis on disease states and diagnosis. This course also includes an introduction to phlebotomy including techniques and tools. (Prerequisites: MLT 1000, BSC 1085/1085L, and MLT 1500. Corequisite: HSC 1000 and MLT 1040L.) Lab fee: \$20.

MLT 1362/1362L Hematology and Lab 4 sem. hrs.

Course will explore clinical hematology (formation, function and degradation of blood cells) and fundamental hemostasis, including anemias, white blood cell disorders, thrombosis and related laboratory processes and procedures. (Prerequisite: BSC 1085/1085L. Corequisites: MLT 1000, CHM 1045/1045L, MLT 1500 and MLT 1362L.) Lab fee: \$20.

MLT 1500 Immunology 3 sem. hrs.

The study of the immune system, basic immunologic techniques, disease states and serological testing. (Prerequisite: BSC 1085/1085L. Corequisites: MLT 1000 and CHM 1045/1045L.)

MLT 1530/1530L Immunohematology and lab 4 sem. hrs.

An introduction to the study of immunohematology principles and practices including genetic theory, immunology, whole blood collections, management of disease states, transfusion practices, and blood group antigens/antibodies. (Prerequisites: MLT 1000, BSC 1085/1085L and MLT 1500. Corequisite: HSC 1000 and MLT 1530L.) Lab fee: \$20.

MLT 1611/1611L Clinical Chemistry and Lab 4 sem. hrs.
The study and measurement of the chemical composition of blood including practices and procedures; concentrating on analytical principles, techniques and correlation of laboratory results with disease states.(Prerequisites:MLT 1000, BSC 1085/1085L, MLT 1500 and CHM 1045/1045L. Corequisite: HSC 1000 and MLT 1611L.)Lab fee:\$20.

MLT 1811 Microbiology Practicum 6 sem. hrs.
A cooperative work experience in the microbiology department of an approved medical facility(permission of program manager required). The practicum is implemented through written training plans, written performance reviews and coordinated supervision.(Prerequisites:MLT 1611/1611L, MLT 1530/1530L, MLT 1040/1040L and HSC 1000.)

MLT 2807 Immunoematology Practicum 6 sem. hrs.
A cooperative work experience in the immunoematology department of an approved medical facility(permission of program manager required). The practicum is implemented through written training plans, written performance reviews and coordinated supervision.(Prerequisites:MLT 1611/1611L, MLT 1530/1530L, MLT 1040/1040L and HSC 1000.)

MLT 2809 Hematology Practicum 6 sem. hrs.
A cooperative work experience in the hematology department of an approved medical facility(permission of program manager required). The practicum is implemented through written training plans, written performance reviews and coordinated supervision.(Prerequisites:MLT 1811 and MLT 2807.)

MLT 2810 Chemistry Practicum 6 sem. hrs.
A cooperative work experience in the chemistry department of an approved medical facility (permission of program manager required). The practicum is implemented through written training plans, written performance reviews and coordinated supervision. (Prerequisites:MLT 1811 and MLT 2807.)

MLT 2931 Medical Laboratory Seminar 1 sem. hr.
A capstone class for the medical laboratory student which prepares them for tests for national and state certification.(Prerequisites:MLT 1811 and MLT 2807. Corequisites:MLT 2810 and MLT 2809.)

MMC 1000 Introduction to Mass Communication 3 sem. hrs.
Introduction to the media of mass communication, covering:media's impact on society; responsibilities and legalities; and careers in broadcasting, newspapers, magazines, book publishing, advertising, the music and movie industries.(Prerequisite or Corequisite:ENC 1101.)

FA, SP

MSL1001 Foundations of Officership 1 sem. hr.
A study of the defense establishment and the organization and development of the United States Army. A study of military courtesy, discipline, customs and traditions of the service. A historical perspective of the role of the different branches of the United States Army and the role they have played in the freedom of the nation. An instruction to physical readiness training. Exercises normally include M16-A1 rifle firing, rappelling training, and airmobile helicopter operations. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA

MSL 1002 Basic Leadership 1 sem. hr.
Fundamentals of land navigation that include map reading, terrain identification, intersection, resection and polar coordinates. A study of the roles the active Army Forces, the Army Reserve Forces and the Army National Guard play in our nation's defense. Continued emphasis on physical readiness training. Field training exercises normally include M16-A1 rifle firing, rappelling training and airmobile operations. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

SP

MSL 2101 Individual Leadership..... 1 sem. hr.
A review of the customs and traditions of the service. The fundamentals of leadership development and the importance of understanding the principles needed for effective leadership. Requires mandatory physical training exercises which normally include M16-A1 rifle firing, rappelling training and airmobile helicopter operations. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA

MSL 2102 Leadership and Teamwork 1 sem. hr.
The fundamentals of military geography and their application in the use of navigational aids for the military forces. A study of preventive medicine countermeasures and first aid techniques that every leader must know. Requires mandatory physical training and includes both lecture and leadership laboratory. Two weekend training exercises normally include M16-A1 rifle firing, rappelling training and airmobile helicopter operations. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

SP

MSL 2905 Directed Study in Military Leadership 1-4 sem. hrs.
FA, SP, SU

MSS 0156 Anatomy & Physiology for Massage Therapist I 2.5 voc. crs.

A course designed to cover all organ systems of the human body and their structure and function, taking the student from an understanding of tissues from a cellular level to the individual organ systems and their relationship as a whole. Students will begin their understanding of the human skeleton and muscular systems through lecture and Maniken labs.

FA

MSS 0157 Anatomy & Physiology for Massage Therapist II 2.5 voc. crs.

A continuation of Anatomy & Physiology for Massage Therapist I with increased emphasis on the muscular system. Students will gain knowledge in kinesiology as origin and insertions and the action of muscles will be demonstrated through lecture, palpation and Maniken labs. (Prerequisite: MSS 0156.)

SP

MSS 0215 Statutes/Rules and Ethics33 voc. crs.

Students will learn the history of massage and the applications of therapeutic massage in our health care system. The statutes and rules of the Florida Board of Massage will be covered and discussed in detail.

FA

MSS 0274 Pathology Related to Massage Therapist 1.5 voc. crs.

This course will provide students with information about numerous pathological conditions. Emphasis will be on conditions that occur frequently enough that a practicing massage therapist will likely encounter them and those conditions that may be profoundly affected by massage therapy.

SP

MSS 0283 Allied Modalities I 1.7 voc. crs.

Course will cover the use of allied modalities related to massage. Students will be shown various modalities within scope of practice and become familiar with those outside their scope of practice. Lab fee: \$5.

FA

MSS 0284 Allied Modalities II 1.7 voc. crs.

Course designed to enable students to gain professional attitudes with a commitment to the ethical practice of massage therapy. Employability skills as well as knowledge in business practices and standards will be discussed. This course will also increase students' awareness of human relationship skills. (Prerequisite: MSS 0283.) Lab fee: \$5.

SP

MSS 0315 Theory and Practice of Hydrotherapy67 voc. crs.

This course will provide students with the history and principles of the theories of hydrotherapy as it applies to therapeutic massage practices.

SP

MSS 0601 Professional and Personal Development5 voc. crs.

This course focuses on preparing students for effective communication and emphasizes attentive listening and working with a diversity of clients. Students will learn about effective written and verbal communication skills. Practical guidelines will be given on how to establish a successful massage therapy practice, professional presentation, fee structure, marketing strategies, and business ethics.

SP

MSS 0803/0803L Massage Theory and Clinical Practicum I and Lab 5.3 voc. crs.

This course will provide students with an understanding of the principles and theories of therapeutic massage. In a systematic approach students will be shown proper techniques of massage manipulation. It is here that students will begin their awareness of sensitivity and trust which will be carried throughout the program.

(Corequisite: MSS 0803L.) Lab fee: \$5.

FA

SS 0804/0804L Massage Theory and Clinical Practicum II and Lab 5.3 voc. crs.

This course will further students understanding of the principles and theories of therapeutic massage. Students will develop skills and confidence through palpation of major anatomical structures and muscle attachments, recognizing the quality of various tissue structures of the body. As part of this course students are required to give 30 Swedish massage sessions to be evaluated by client and instructor. Documentation and therapist/client communication skills will be covered in this course. (Prerequisite: MSS 0803/0803L. Corequisite: MSS 0804L.) Lab fee: \$5.

SP

MTB 1348 Applied Technical Math 3 sem. hrs.

Precalculus mathematics designed for Engineering Technology majors. Topics emphasized are functions and graphs, equations, geometry and right angle trigonometry. (Prerequisite: Placement through Daytona State

placement test or MAT 0024/0024L with grade of "B" or better or permission of chairperson.)

FA, SP

MUL 1010 Music Appreciation 3 sem. hrs.

A survey course designed to establish a broad understanding of Western and Non-western musical styles. An emphasis will be placed upon critical listening skills, the recognition of fundamental musical elements and the roles of music in society from ancient to modern times. This course contributes to satisfying the Gordon Rule writing requirement [Prerequisite: ENC 1101.]

FA, SP, SU

Performance Ensembles: The College offers students opportunities to participate in a variety of performance organizations. These are classified as Major Ensembles (all two- and three-semester hour groups) and Minor Ensembles (all one-semester hour groups). Music majors and music scholarship students must meet with the Music Department program managers (instrumental, vocal) for program counseling. All performance ensembles are open to all students; some require an audition for placement by the instructor.

MUL 2380 Popular Music in America 3 sem. hrs.

This course looks at the events both social and musical that affected pop music in America. In addition, a timeline will be established and major artist's contributions identified for the various periods of America pop culture. This course contributes to satisfying Gordon Rule writing requirement. (Prerequisite or corequisite: ENC 1101.)

FA, SP, SU

MUN 1120/1120L College Band and Lab 3 sem. hrs.

Reading and performance of all styles of concert band literature; encouragement of soloist and ensemble performance with band. May be repeated one time for credit. Four hours of class per week. (Corequisite: MUN 1120L.)

FA, SP

MUN 1210/1210L Orchestra and Lab 3 sem. hrs.

An instrumental ensemble performing works from the symphonic repertory. May be repeated one time for credit. Four hours of class per week. (Corequisite: MUN 1210L.)

FA, SP

MUN 1340/1340L Concert Choir and Lab 3 sem. hrs.

Offers an opportunity to study and perform master choral works from the Renaissance to the contemporary periods. Membership open to all students by audition. May be repeated one time for credit. Four hours of class per week. (Contact instructor.) (Corequisite: MUN 1340L.)

FA, SP

Chamber Music Ensembles 1 sem. hr.

The student will learn style characteristics of chamber music for different combinations of instruments for various historical periods. Includes experience in the performance of chamber music. *May be repeated one time for credit.* Two hours of laboratory per week.

FA, SP

MUN 1410-2410 String Chamber Ensemble

MUN 1420-2420 Woodwind Chamber Ensemble

MUN 1430-2430 Brass Chamber Ensemble

MUN 1440-2440 Percussion Chamber Ensemble

MUN 1450-2450 Keyboard Chamber Ensemble

MUN 1460-2460 Mixed Chamber Ensemble

MUN 1470-2470 Collegium Musician Chamber Ensemble

MUN 1480-2480 Guitar Chamber Ensemble

MUN 1490-2490 Early Music Chamber Ensemble

MUN 1362/1362L Madrigal Dinner Rehearsal and Performance and Lab 3 sem. hrs.

The class will focus on acting, singing (choral, ensemble, and solo), and role playing as they are applied to the annual Yuletide Feast productions. (Corequisite: MUN 1362L.)

FA

MUN 1710/1710L Jazz Ensemble and Lab 2 sem. hrs.

Analytical study and performance of popular works in big band jazz, small combo groups, swing, be-bop, ballad and improvisation techniques. Three hours of class per week. May be repeated one time for credit. (Prerequisite: Permission of assistant chair. (Corequisite: MUN 1710L.)

FA, SP

MUN 1720/1720L Contemporary Vocal Ensemble and Lab 3 sem. hrs.

Vocal and instrumental showcase group which represents the College through performance of choreographed American popular music. Membership open to all students by audition. May be repeated one time for credit. (Contact instructor.) (Corequisite: MUN 1340/1340L and MUN 1720L.) Four hours of class per week.

FA, SP

MUN 2949 Cooperative Education Experience in College Band 1-4 sem. hrs.

MUS 2360 Learning Basic Music Using the Computer 3 sem hrs.

A course designed to introduce the student to basic music applications on the computer. The student will gain a basic knowledge of MIDI setup and applications such as engraving and sequencing.

FA, SP

MUT 1121/1121L Music Theory I and Lab 4 sem. hrs.

Elements of music through reading, writing, singing and playing. All primary and secondary triads, their conversions and the dominant seventh chord. Sight singing, ear training, keyboard harmony, harmonic and structural analysis and elementary dictation. Three-hour class, two-hour laboratory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses. Corequisite: MUT 1121L.)

FA, SP

MUT 1122/1122L Music Theory II and Lab 4 sem. hrs.

Continuation of MUT 1121 through secondary dominant chords and modulation. Part-writing principles, figured bass writing for instruments and elementary composition. Sight singing, ear training, keyboard harmony, harmonic and form analysis and intermediate dictation. Three-hour class, two-hour laboratory. (Prerequisites: Appropriate placement scores or successful completion of college prep courses and MUT 1121/1121L. Corequisite: MUT 1122L.)

Corequisite: MUT 1122L.)

FA, SP

MUT 2126/2126L Music Theory III and Lab 4 sem. hrs.

Study of modulations; altered chords; extended chord structures; form analysis through reading, writing; sight-singing and ear training; and keyboard harmony. Three-hour class, two-hour laboratory. (Prerequisites: Appropriate placement scores or successful completion of college prep courses and MUT 1122/1122L or equivalent. Corequisite: MUT 2126L.)

FA, SP

MUT 2127/2127L Music Theory IV and Lab 4 sem. hrs.

Study of modulation, altered chords, extended chord structures and extended-form analysis. Score reading, part writing, composition, sight singing, ear training and form analysis. Three-hour class, two-hour laboratory. (Prerequisites: Appropriate placement scores or successful completion of college prep courses and MUT 2126/2126L or equivalent. Corequisite: MUT 2127L.)

FA, SP

MVB 1211-2221 Applied Music Secondary, Trumpet
MVB 1212-2222 Applied Music Secondary, French Horn
MVB 1213-2223 Applied Music Secondary, Trombone
MVB 1214-2224 Applied Music Secondary, Baritone Horn
MVB 1215-2225 Applied Music Secondary, Tuba
MVK 1211-2221 Applied Music Secondary, Piano
MVK 1212-2222 Applied Music Secondary, Harpsichord
MVK 1213-2223 Applied Music Secondary, Organ
MVO 1210-2220 Applied Music Secondary, Other Instruments
MVP 1211-2221 Applied Music Secondary, Percussion
MVS 1211-2221 Applied Music Secondary, Violin
MVS 1212-2222 Applied Music Secondary, Viola
MVS 1213-2223 Applied Music Secondary, Cello
MVS 1214-2224 Applied Music Secondary, String Bass
MVS 1215-2225 Applied Music Secondary, Harp
MVS 1216-2226 Applied Music Secondary, Guitar
MVV 1211-2221 Applied Music Secondary, Voice
MVW 1211-2221 Applied Music Secondary, Flute
MVW 1212-2222 Applied Music Secondary, Oboe
MVW 1213-2223 Applied Music Secondary, Clarinet
MVW 1214-2224 Applied Music Secondary, Bassoon
MVW 1215-2225 Applied Music Secondary, Saxophone

MVV 1111 Beginning Class Voice..... 1 sem. hr.

Students will gain a general understanding of the fundamentals of singing and vocal techniques through practical application in both group and individualized settings.

MVV 2121 Intermediate Voice 1 sem. hr.

To cultivate learned vocal technique and stage performance through practical application in both group and individualized settings.

NUR 1021/1021L Introduction to Nursing Process and Lab 10 sem. hrs.

Introduction of the nursing process and various nursing roles focusing on basic needs of the adult.

(Prerequisites: BSC 1085/1085L, ENC 1101, MCB 1010/1010L, and MAC 1105. Corequisites: NUR 1021L, BSC

1086/1086L, and PSY 1012.) Lab fee: \$129.

FA, SP

NUR 1003/1003L Transition Into Professional Nursing and Lab 12 sem. hrs.

Application of the nursing process in various nursing roles focusing on simple needs of the medical-surgical patient. (Prerequisites: ENC 1101, ENC1102, MAC 1105, BSC 1085/1085L, BSC 1086/1086L, MCB 1010/1010L, and PSY 1012. Corequisite: NUR 1003L.) Lab fee: \$125.

FA, SP

NUR 1260/1260L Nursing Process II and Lab 10 sem. hrs.

Application of the nursing process in various nursing roles focusing on simple needs of the medical-surgical patient. (Prerequisite: NUR 1021. Corequisites: ENC 1102 and NUR 1260L.) Lab fee: \$90.

FA, SP

NUR 2310/2310L Nursing Process III: Child Health and Lab 4 sem. hrs.

Application of the nursing process in various nursing roles focusing on child health. (Prerequisites: NUR 1003/1003L or NUR 1260/1260L. Corequisites: SPC 2600, NUR 2420/2420L or NUR 2512/2512L, and NUR 2310L.) Lab fee: \$45.

FA, SP, SU

NUR 2420/2420L Nursing Process III: Maternal Health and Lab 4 sem. hrs.

Application of the nursing process in various nursing roles focusing on maternal health. (Prerequisites: NUR 1003/1003L or NUR 1260/1260L. Corequisites: SPC 2600, NUR 2310/2310L or NUR 2512/2512L, and NUR 2420L.) Lab fee: \$36.

FA, SP, SU

NUR 2512/2512L Nursing Process IV: Psychiatric and Mental Health Nursing and Lab 4 sem. hrs.

Application of the nursing process in various nursing roles focusing on mental health of all ages. (Prerequisites: NUR 1003/1003L or NUR 1260/1260L. Corequisites: SPC 2600, NUR 2420/2420L or NUR 2310/2310L, and NUR 2512L.) Lab fee: \$43.

FA, SP, SU

NUR 2744/2744L Nursing Process V: Advanced Medical-Surgical Nursing and Lab 10 sem. hrs.

Application of the nursing process in various nursing roles focusing on complex needs of the medical-surgical adult patients. (Prerequisites: NUR 2420/2420L, NUR 2310/2310L, and NUR 2512/2512L. Corequisites: Humanities, Cultural and Aesthetic Core and NUR 2744L.) Lab fee: \$100.

FA, SP

NUR 2905 Directed Study in Nursing 1-4 sem. hrs.

FA, SP, SU

OCB 2000/2000L Introduction to Marine Biology and Lab 4 sem. hrs.

An introduction to the chemical, physical, and biological components of the marine environment. Emphasis is on the study of marine organisms and their ecological roles. Specific topics include Florida coastal and intracoastal systems and issues. Several one-day field trips are scheduled in addition to the weekly laboratory sessions. (Prerequisites or corequisites: ENC 1101 and MAT 1033. Corequisite: OCB 2000L.) Lab fee: \$35.

FA, SP, SU

OCB 2949 Cooperative Education Experience in Marine Biology 1-4 sem. hrs.

FA, SP, SU

OCE 1001 Introduction to Oceanography 3 sem. hrs.

An introduction to physical oceanography, including geology and hydrology of the world's ocean basins and oceanic effects on climatology. (Prerequisites or corequisites: ENC 1101 and MAT 1033.)

ORI 2000 Fundamentals of Oral Interpretation 3 sem. hrs.

This course will introduce students, both individually and in groups, to an imaginative and skillful oral rendering and analysis of dramatic literature and prose. (Prerequisite: ENC 1101.)

FA, SP

OST 1100/1100L Keyboarding and Formatting I and Lab 4 sem. hrs.

Introduction to the touch system of keyboarding (computer-aided) with application (using Word software) of skills to problems including letters, tabulations and manuscripts. Student must register for lab. (Corequisite: OST 1100L.) Lab fee: \$8.

FA, SP, SU

OST 1110/1110L Keyboarding and Formatting II and Lab 4 sem. hrs.

Emphasis on timed production of various business forms and correspondence, speed and accuracy drills and an understanding of basic business functions. Students must register for lab. (Prerequisite: OST 1100/1100L or permission of chairperson. Corequisite: OST 1110L.) Lab fee: \$8.

FA, SP, SU

- OST 1141 Keyboarding 1 sem. hr.**
 Course emphasizes proper use of a keyboard. Designed for all students who are or will be using computer terminals. Lab fee: \$8.
FA, SP, SU
- OST 1330 Business English 3 sem. hrs.**
 Designed as a systematic review of English grammar, usage, mechanics, vocabulary development, and spelling as they are used in business. A special emphasis on business terminology, practices and written correspondence. Lab fee: \$8.
FA, SP
- OST 1435 Legal Terminology 3 sem. hrs.**
 An explanation of the common legal vocabulary involved in the broad, general principles of substantive and procedural law. Lab fee: \$8.
FA, SP
- OST 1711/1711L Word Processing I and Lab 3 sem. hrs.**
 A study of word processing concepts, techniques and applications. Document preparation and formatting is emphasized. Hands-on experience using word processing software is included. Student must register for lab. (Prerequisite: OST 1100/1100L or OST 1141 or permission of chairperson. Corequisite: OST 1711L.) Lab fee: \$8.
FA, SP, SU
- OST 1760/1760L Word Processing II 4 sem. hrs.**
 A study of information processing and hands-on experience using a word processor. Student must register for lab. (Corequisite: OST 1760L.) Lab fee: \$8.
FA
- OST 2336 Business Communications 3 sem. hrs.**
 Principles and techniques of correspondence, including specialized letter writing, research reports and oral presentations. (Prerequisite: ENC 1101 or OST1330).
FA, SP, SU
- OST 2401/2401L Basic Office Procedures and Lab 4 sem. hrs.**
 This course provides the basic elements of correct office training skill development and serves as the nucleus for legal and medical office procedure courses as well. Keyboarding skills are used in this course. Anyone without keyboarding experience should register for OST 1100/1100L or OST 1141 as a Corequisite. Student must register for lab. (Prerequisite: OST 1100/1100L or OST 1711/1711L or knowledge of WordPerfect. Corequisite: OST 2401L.) Lab fee: \$8.
FA,SP
- OST 2431/2431L Legal Keyboarding and Office Procedures and Lab 4 sem. hrs.**
 A study of the legal secretarial role, professional relations, legal terminology and legal office procedures including preparation of legal documents using automated dictation equipment. Student must register for lab.(Prerequisite: OST 1100/1100L or OST 1711/1711L or knowledge of Word software. Corequisite: OST 2431L.) Lab fee: \$8.
FA, SP
- OST 2461/2461L Medical Keyboarding and Office Procedures and Lab 4 sem. hrs.**
 Study of advanced medical office procedures including professional office relations, administrative skills, preparation of medical documents and management of office operations. Student must register for lab.(Prerequisite: OST 1100/1100L or OST 1711/1711L or knowledge of Word software. Corequisite: OST 2461L.) Lab fee: \$8.
FA, SP
- OST 2501 Office Management 3 sem. hrs.**
 Study of the organization and management of office personnel, electronic office equipment and the development of management skills. Students must register for lab.
SP
- OST 2713/2713L Advanced Computer Software Applications and Lab 4 sem. hrs.**
 A study of advanced concepts; features and applications of personal computers; and advanced techniques in using word processing, electronic spreadsheets and database management software. Student must register for lab. (Prerequisite:CGS 2100. Corequisite: OST 2713L.) Lab fee: \$8.
FA
- OST 2905 Directed Study in Office Systems Management 1-4 sem. hrs.**
 Students who desire credit in this area should meet with the chairperson of the Business Department.
FA, SP, SU
- OST 2949 Cooperative Education Experience in Office Systems Management 1-4 sem. hrs.**
FA, SP, SU Students desiring credit in this area should meet with the chairperson of the Business Department.

OTH 1001 Introduction to Occupational Therapy 3 sem. hrs.
Students are introduced to the field of occupational therapy; the history, philosophy, and underlying concepts of the profession; and exposed to various clinical settings and personnel. It also includes an introduction to basic medical terminology. Lab fee: \$5.

FA

OTH 1003 Human Occupation Across the Lifespan 3 sem. hrs.
This course provides a study of occupation (activities that have meaning and purpose in a person's life) across the lifespan. Topics include occupational development, roles and performance; meaning and identity; the person-environment-occupation model, client-centered treatment and health and wellness. (Corequisite: OTH 1001.) Lab fee: \$5.

FA

OTH 1006 Occupational Therapy Documentation 2 sem. hr.
This course provides the student with the history, components, current trends and mechanics of documentation for occupational therapy services. Documentation as related to reimbursement is emphasized. (Corequisites: OTH 2300 and OTH 1800.)

SP

OTH 1014/1014L Analysis of Human Movement and Lab 3 sem. hrs.
This course introduces the phenomenon of human motion and function within the context of occupational performance. Topics include: introduction to movement, survey of skeletal system, articular system, muscular system, and nervous system. Normal movement and posture are also examined. Impact of body structure and function upon client's occupational status and motor performance is integrated via discussion and application projects. (Prerequisite: BSC 1086C/1086L. Corequisite: OTH 1014L.)

SP

OTH 1114/1114L Occupational Therapy Skills and Techniques I and Lab 2 sem. hrs.
This course focuses on developing basic competencies in occupational therapy treatment techniques and methodologies. Content includes: application of occupational therapy practice framework in areas relating to performance skills, patterns, and contexts; skill building in areas of patient care, safety, and basic mobility; communication/interaction dynamics; cultural diversity; computer literacy and resource development; and basic occupational analysis. (Corequisites: OTH 1001 and OTH 1114L.) Lab fee: \$5.

FA

OTH 1800 Occupational Therapy Practicum I 1 sem. hr.
Level I field placements provide opportunities for students to apply basic occupational therapy principles and techniques. The placements are integrated in didactic courses to provide hands-on learning and participation under the direction of placement supervisors. (Prerequisites: OTH 1001 and CPR certification.) Lab fee: \$15.

SP

OTH 1802 Occupational Therapy Practicum II 2 sem. hrs.
Students will perfect methods and techniques expected of entry-level Certified Occupational Therapy Assistants (COTA's) while participating in observation, evaluation, treatment planning and treatment delivery under the direction of their supervisors. (Prerequisites: OTH 1800 and CPR certification.) Lab fee: \$3.

FA

OTH 2261/2261L Occupational Therapy Skills and Techniques II and Lab 2 sem. hrs.
This course provides instruction enabling the OTA student to further develop skills in areas of therapeutic mobility, activity analysis, and dealing with individuals, groups and populations in the context of health care restoration, prevention and promotion. Specific topics include: wheelchair transfers; basic exercises; ADL training and equipment provision; life skills training, occupational analysis, art and craft media; basic treatment strategies; service delivery models, and skill development in basic research methods. (Prerequisite: OTH 1114/1114L. Corequisites: OTH 1014/1014L, OTH 2300, and OTH 2261L.) Lab fee: \$15.

SP

OTH 2264/2264L Occupational Therapy Skills and Techniques III and Lab 3 sem. hrs.
This course provides information, demonstrations, and lab activities that address advanced occupational therapy treatment methods that promote occupational performance and quality of life. Topics include: sensorimotor treatment models, applications of therapeutic adaptation, family training, community programming, basic orthotics and prosthetics, assistive technologies, physical agent modalities, accessibility issues, intervention planning, and healthy lifestyles. (Prerequisite: OTH 2261/2261L. Corequisites: OTH 2420/2420L, OTH 2520/2520L and OTH 2264L.) Lab fee: \$20.

FA

OTH 2300 Psychosocial Occupational Therapy 4 sem. hrs.
Provides an overview of psychopathology as well as understanding of occupational therapy evaluations, treatment planning, intervention strategies and documentation used in psychosocial dysfunctions. Labs provide opportunities to observe and practice specific techniques. (Prerequisite: OTH 1001.) Lab fee: \$5.

SP

OTH 2410 Conditions in Occupational Therapy 3 sem. hrs.
This course will familiarize the student with the etiology, diagnosis, detection, medical management and prognosis of selected disease processes and traumatic injuries. Exploration of how these conditions affect the occupational performance of an individual, family, or community will be examined. This course will also enable the student to develop research and oral presentation skills via a research assignment. (Prerequisites: OTH 1001 and BSC 1085/1085L.) **FA**

OTH 2420 Occupational Therapy for Physical Dysfunction 4 sem. hrs.
Provides the student with an understanding of evaluations, treatment planning, intervention strategies and documentation used in physical disabilities. Labs and occupational therapy settings provide opportunities to observe and practice specific techniques. (Prerequisites: OTH 1014/1014L and OTH 2410.) Lab fee: \$5.
FA

OTH 2520/2520L Developmental Issues and Lab 3 sem. hrs.
This course introduces students to the role of occupational therapy in a pediatric setting. It includes the normal development processes specific to pediatric-related disorders and how they impact development, treatment approaches and interventions; and legal, ethical, and family issues related to children with special needs, ages 0 - 21 years. (Prerequisites: OTH 2410. Corequisite: OTH 2520L.) Lab fee: \$5.
FA

OTH 2840 O.T. Supervised Clinical Practice I 5 sem. hrs.
Requires full-time field work for eight weeks in an O.T. treatment program. The student gains clinical experience working with patients under the supervision of an OTR/L. The student adheres to all the policies and regulations of the clinic. (Prerequisites: OTH 1802 and CPR certification. Corequisite: OTH 2933.) Lab fee: \$4.
SP

OTH 2841 O.T. Supervised Clinical Practice II 5 sem. hrs.
Requires full-time field work for eight weeks in an O.T. treatment program with a diagnostic group other than that chosen for OTH 2840. (Prerequisites: OTH 2840 and CPR certification. Corequisite: OTH 2933.) Lab fee: \$4.
SP

OTH 2933 O.T. Seminar for Clinical Practice 1 sem. hr.
Presents a variety of issues such as the transition from student to practitioner, relationships between OTA's and other health care professionals, ethics review, licensing requirements, resource and management skills, job search strategies and preparation for the national Certification Exam. (Corequisites: OTH 2840 and OTH 2841.) Lab fee: \$45.
SP

PAD 2002 Introduction to Public Service Principles 6 sem. hrs.
Course focuses on broad skills and knowledge transferable to fire, emergency medical services, law enforcement and related public service professions. Covers the duties of personnel, sample job tasks and employment qualifications. Lab fee: \$30.
SP

PCB 2202 Cell Physiology 3 sem. hrs.
Physiology of cell specialization. Emphasis on comparative ultra structure, function and regulation of differentiated cell types. (Prerequisite: BSC 1010L.)
FA

PCB 2510/2510L Human Genetics and Lab 4 sem. hrs.
This course is for students who wish to become professionals in genetic counseling, medicine, biomedical engineering, teaching and biotechnology. Classical and molecular genetics including human genetic disorders will be covered. (Prerequisite: BSC 1010/1010L or MCB 1010/1010L. Corequisite: PCB 2510L.) Lab fee: \$65.
SP

PCO 2202 Counseling Techniques 2 sem. hrs.
Emphasis on the counseling helping process and on counseling and communication skills including accurate observation, therapeutic communication, intrapersonal and interpersonal awareness, conflict and goal setting. Personal and professional boundaries are explored as knowledge and skill-based learning. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)
FA

PET 2084 Personal Health and Wellness 3 sem. hrs.
The components of fitness are blended with the presentation and understanding of information relating to nutrition, resistance training, common illnesses, sexually transmitted diseases, stress management, health care, substance abuse and managing personal lifestyles.
FA, SP, SU

PET 2621 Principles of Athletic Training 3 sem. hrs.
An introductory course to the field of athletic training. Includes information regarding career information, legal issues, conditioning, equipment emergency procedures, injury recognition, rehabilitation and pharmacology. Lab

fee: \$15.

FA

PET 2622/2622L Care and Prevention of Athletic Injuries and Lab 3 sem. hrs.

A continuation of Principles of Athletic Training. Emphasis is on functional anatomy and the recognition, treatment and rehabilitation of specific injuries, illness and disorders that are commonly seen in the physically active population. (Prerequisite: PET 2621. Corequisite: PET 2622L.)

SP

PET 2905 Directed Study in Physical Education..... 1-4 sem. Hrs

FA, SP, SU

PET 2949 Cooperative Education Experience in Physical Education 1-4 sem. hrs.

FA, SP, SU

PGY 1100 Photography I 3 sem. hrs.

The basics of camera handling and the guidelines to better composition, including an introduction to the black and white darkroom. Class materials fee: \$25.

FA, SP, SU

PGY 1115 Color Materials and Processes 7 sem. hrs.

An introduction to color photography, including color negative, transparency, and digital color processes. Explores the technical, conceptual and production relationships in color photography. (Prerequisites: PGY 1403 and PGY 1800. Corequisite: PGY 2300.) Class materials fee: \$60.

SU

PGY 1403 Fundamentals of Photography 4 sem. hrs.

This course introduces the basic aesthetic and theoretical aspects of photographic communication including the historical and critical context for looking at and creating photographs. (Corequisite: PGY 1800.) Class materials fee: \$45.

FA, SP

PGY 1800 Photography and the Digital Image 4 sem. hrs.

An orientation to basic digital photography, including digital cameras, scanning, and printing. (Corequisite: PGY 1403.) Class materials fee: \$45.

FA, SP

PGY 1806 Digital Imaging 4 sem. hrs.

This course covers digital photographic systems and aesthetics with a focus on production techniques and creative expression. (Prerequisites: PGY 1403 and PGY 1800. Corequisite: PGY 1201.) Class materials fee: \$45.

FA, SP

PGY 2000 History and Aesthetics of Photography 3 sem. hrs.

This course traces the development of the photographic processes, cites the major contributions to the development of the art and examines contemporary aesthetic thought and practice. (Prerequisite: ENC 1101.) Class materials fee: \$5.

FA, SP

PGY 2107 Large Format Photography 4 sem. hrs.

Concepts, techniques and applications for large-format cameras, including technical movements, perspective, composition and viewpoint. Architectural and advertising imaging is introduced. (Prerequisites: PGY 2215 and PGY 2216.) Class materials fee: \$45.

FA, SP

GY 1201 Introduction to Studio and Location Photography 4 sem. hrs.

The students will explore advanced studio and location photography using a variety of camera, lighting, and image processing techniques. (Prerequisites: PGY 1403 and PGY 1800. Corequisite: PGY 1806.) Class materials fee: \$45.

FA, SP

PGY 2215 Professional Studio Portraiture 4 sem. hrs.

Development of lighting skills and practice in the production of studio portraits. (Prerequisites: PGY 1115, PGY 1806, and PGY 1201. Corequisite: PGY 2216.) Class materials fee: \$45. **FA, SP**

PGY 2216 Location Portraiture 4 sem. hrs.

Development of location lighting skills in editorial, illustrative and interpretive portraits. (Prerequisites: PGY 1115 and PGY 1201. Corequisite: PGY 2215.) Class materials fee: \$45.

FA, SP

PGY 2300 Field Survey of Professional Photography 3 sem. hrs.

An introduction to the field of professional photography, including but not limited to photojournalism, editorial, advertising, portrait and wedding, corporate/industrial, public relations, and fine art photography. (Prerequisites:

PGY 1403 and PGY 1800. Corequisite: PGY 1115.) Class materials fee: \$30.

SU

PGY 2321 Professional Photographic Business Practices 3 sem. hrs.

Introduces the professional practices required to successfully run a photographic business. Provides a detailed industry overview through guest lectures, field trips and professional seminars. Topics include business types and structures, legal and financial issues, promotion and marketing, billing, pricing and copyright. Offered in cooperation with the American Society of Media Photographers.

FA, SP

PGY 2470 Advanced Photo Workshop 1-4 sem. hrs.

Topics for this course are selected from a range of advanced applied and technical areas and are designed to develop a specific set of professional skills. Student work will represent an independent and professionally challenging contribution to the discipline. Course may be offered as a Field Studies travel class. (Prerequisite: PGY 2215 and PGY 2216 or permission of department chair.) Class materials fee: \$15.

FA, SP, SU

PGY 2650 Editorial Photography 4 sem. hrs.

Intensive development of skills and concepts in the production of photographs for editorial and illustrative contexts. Designed to emulate professional world conditions. Course emphasizes problem solving techniques, the working process and the refinement of photographic style. (Prerequisites: PGY 2215 and PGY 2216.

Corequisite: PGY 2107.) Class materials fee: \$45.

FA, SP

PGY 2905 Directed Study in Photography 1-3 sem. hrs.

Advanced study in any of the following areas: fine art, portrait, commercial and journalistic photography.

(Prerequisite: Permission of department chair.)

FA, SP, SU

PGY 2935 Portfolio Workshop 1-4 sem. hrs.

Examines professional issues relevant to current photographic practice through the presentation of theoretical and production projects. Includes a review of visual communications concepts and critical theory. Emphasis will be placed on developing the format, content and sequencing of a portfolio appropriate to a particular industry segment. (Prerequisites: PGY 2215 and PGY 2216 or permission of department chair.) Class materials fee: \$30.

FA, SP, SU

PGY 2949 Cooperative Education Experience In Photography 1-4 sem. hrs.

The course requires the student to research and make arrangements for a 15-25 hour cooperative work experience in the field of professional photography. (Prerequisite: Permission of department chair.)

FA, SP, SU

PHI 1100 Practical Logic 3 sem. hrs.

An examination of rules for validity appropriate to inferences; application of syllogisms and involved arguments utilizing everyday experiences; analysis of the thinking process; and the evaluation of arguments. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP

PHI 2001 Introduction of Philosophy I 3 sem. hrs.

This course presents an introduction to an overview of the major areas of philosophy. It introduces the student to the methods of philosophy, some of the major questions addressed by philosophy and to a selection of the philosophies and philosophers found throughout the world from the ancient ages to the present. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or corequisite: ENC 1101.)

FA, SP, SU

PHI 2002 Introduction of Philosophy II 3 sem. hrs.

This course presents an in-depth focus upon a specific area of philosophy. Through a variety of selected readings the student will be introduced to some of the major philosophies and philosophers in the area focused upon. Specific focus may vary from one semester to the next. (Prerequisites: Appropriate placement scores or successful completion of college prep courses and ENC 1101 and PHI 2001 or permission of chairperson.)

FA, SP

PHI 2600 Introduction to Ethics 3 sem. hrs.

An introduction to the key concepts and principles of ethics as a basis for the study of values, ethical decisions, right actions and justice. It covers the philosophical roots, as well as modern applications of ethics based upon the ideas and influence of many diverse philosophers, both classical and modern, Eastern and Western, female and male. This course contributes to satisfying the Gordon Rule writing Requirement. (Prerequisite or corequisite: ENC 1101.)

FA, SP

PHI 2905 Directed Study in Philosophy and Logic 1-4 sem. hrs.

(Prerequisite : Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

PHT 1006 Introduction to Physical Therapy 3 sem. hrs.

Introduces the student to the history and philosophy of physical therapy; the national organization; legal and ethical responsibilities as a PTA also includes SOAP Note writing. Emphasis will be placed on the team building concept. (Prerequisite: Admission to the Physical Therapist Assistant program.)

FA

PHT 1128 Kinesiology for PTA 4 sem. hrs.

This course covers the relationships between the systems that relate to the functional movement of the human body. This course will also cover all functional body movements such as mechanisms, planes and other relationships to body movement. (Prerequisite: BSC 1085.)

SP

PHT 1251 Patient Care Skills 2 sem. hrs.

This course begins the implementation of treatment techniques in patient positioning, passive exercises, vital signs, massage, transfers, functional mobility, gait training with assistive devices and infection control.

(Corequisite: PHT 1251L.)

SP

PHT 1251L Patient Care Skills Lab 2 sem. hrs.

This laboratory course begins the implementation of treatment techniques in patient positioning, passive exercises, vital signs, massage, transfers, functional mobility, gait training with assistive devices, lifting precautions and infection control. (Corequisite: PHT 1251.)

SP

PHT 1300 Pathology for PTA 3 sem. hrs.

This course will cover all body systems with an emphasis on the orthopedics, neuromuscular, and cardiopulmonary diseases commonly treated in the physical therapy department. This course will emphasize the recognition of acute physiological changes in the patient and how to report to these situations to the physical therapist.

FA

PHT 2129 Kinesiology for PTA II 2 sem. hrs.

This course is a continuation of PHT 1128 - Kinesiology for PTA I - emphasizing the neuromuscular system and how it relates to functional movement of the human body. Other systems - cardiopulmonary, integumentary - will be addressed for their impact on functional movement of the human body.(Prerequisite: PHT 1128.)

SU

PHT 2130 Neurological Diagnoses for PTA 5 sem. hrs.

This course provides instruction in common neurological problems treated by the PTA. Emphasis will be placed on the client with a stroke. Diagnoses will include pediatric, adult and geriatric problems along with psychosocial issues. Clinical decision making skills will be included. (Prerequisite: PHT 1300.)

FA

PHT 2140 Rehabilitation Skills for PTA 3 sem. hrs.

This course provides instruction in common neurological problems treated by the PTA. Emphasis will be placed on the client with closed head injury, degenerative neurological diagnoses and pediatric disorders to include their orthotic and wheelchair needs. The effects of aging will be discussed as related to physical therapy treatments. Clinical decision making skills will be included. (Prerequisite: PHT 1300. Corequisite: PHT 2140L.)

SP

PHT 2140L Rehabilitation Skills Lab 1 sem. hr.

This course provides clinical lab skills for treating common neurological problems. Emphasis will be placed on skills and treatments to be used with clients with closed head injury, degenerative neurological diagnoses and pediatric disorders to include their orthotic and wheelchair needs. Clinical decision making skills will be included. (Prerequisite: PHT 1300. Corequisite: PHT 2140.)

SP

PHT 2211 Modalities I 2 sem. hrs.

This course includes the indications and contraindications for therapeutic modalities of superficial heat and cold, hydrotherapy, ultrasound; wound care and postural drainage as seen in the physical therapy department.

(Prerequisites: PHT 1006 and PHT 1251. Corequisite: PHT 2211L.)

SU

PHT 2211L Modalities I Lab 1 sem. hr.

Laboratory application of therapeutic modalities for superficial heat and cold, hydrotherapy, ultrasound; wound care and postural drainage as seen in the physical therapy department. (Prerequisites: PHT 1006 and PHT 1251. Corequisite: PHT 2211) Lab fee: \$16.

SU

PHT 2212 Modalities II 1 sem. hr.

This course includes the indications, precautions and contraindications in the use of electrical stimulation equipment for a variety of neurological and musculoskeletal conditions, the use of traction equipment. (Prerequisites: PHT 2211 and PHT 2211L. Corequisite: PHT 2212L.)

FA

PHT 2212L Modalities II Lab 1 sem. hr.

This laboratory course teaches the application of electrical stimulation equipment used for a variety of neurological and musculoskeletal impairments. (Prerequisites: PHT 2211 and PHT 2211L. Corequisite: PHT 2212.) Lab fee: \$36.

FA

PHT 2220 Therapeutic Exercise I 2 sem. hrs.

This course provides instruction for therapeutic exercise techniques with the rationale for treating musculoskeletal and neurological impairments to include goniometric measurements as seen in the PT Department. (Corequisites: PHT 1006, PHT 1251 and PHT 2220L.)

SP

PHT 2220L Therapeutic Exercise I Lab 2 sem. hr.

Laboratory application of therapeutic exercise techniques with the rationale for treating musculoskeletal and neurological impairments to include goniometric measurements as seen in the PT Department. (Corequisites: PHT 1006, PHT 1251 and PHT 2220.) Lab fee: \$10.

SP

PHT 2221 Therapeutic Exercise II 4 sem. hrs.

This course will include the therapeutic exercises for orthopedic problems, balance and coordination problems, cardiovascular clients to include the indications, precautions and contraindication; along with application of Manual Muscle Testing. (Prerequisites: PHT 2220 and PHT 2220L. Corequisite: PHT 2221L.)

SU

PHT 2221L Therapeutic Exercise II Lab 2 sem. hrs.

This lab course will include the application of therapeutic exercises for orthopedic problems, balance and coordination problems, cardiovascular clients to include the indications, precautions and contraindication; along with application of Manual Muscle Testing. (Prerequisites: PHT 2220 and PHT 2220L. Corequisite: PHT 2221.) Lab fee: \$15.

SU

PHT 2235 Therapeutic Exercise III 2 sem. hrs.

This course will include the application of therapeutic exercises for clients with vascular problems, amputations, and stroke along with gait training and analysis for these clients. (Prerequisites: PHT 2221 and PHT 2221L. Corequisite: PHT 2235L.)

FA

PHT 2235L Therapeutic Exercise III Lab 1 sem. hr.

This course will include the application of therapeutic exercises for clients with vascular problems, amputations, and stroke along with gait training and analysis for these clients. (Prerequisites: PHT 2221 and 2221L. Corequisite: PHT 2235.)

FA

PHT 2804 PTA Clinical Practicum I 2 sem. hrs.

This level I clinical experience provides supervised planned learning opportunities for students to apply basic physical therapy principles and techniques under the direction of physical therapists or physical therapists assistants. (Prerequisites: PHT 2211L and PHT 2220L.)

FA

PHT 2810 PTA Clinical Practicum II 2 sem. hrs.

This course integrates the practical application of those theories, concepts and manual skills introduced into the classroom and laboratory into a practice setting under the supervision of a physical therapist or physical therapist assistant. (Prerequisite: PHT 2804.)

SP

PHT 2820 PTA Clinical Practicum III 3 sem. hrs.

Course is a supervised learning experience in a selected physical therapy setting in which the previously learned didactic information is integrated under the supervision of physical therapist or physical therapist assistant. (Prerequisite: PHT 2804.)

SP

PHT 2931 PTA Seminar 2 sem. hrs.

The purpose of this course is to acquaint the physical therapist assistant student with the professional, legal and ethical considerations which are inherent to performance on the job. Membership in professional organizations, licensure, code of ethics and standards of professional practice will be discussed. Other areas such as

community involvement, basic pharmacology, ADA legislation and documentation will be addressed.
(Prerequisites: PHT 2130.) Lab fee: \$58.

SP

PHY 1053/1053L General Physics I and Lab 4 sem. hrs.

Vectors, systems of measurement, laws of motion, energy, heat, mechanical and thermal properties of matter.
(Prerequisite or corequisites: ENC 1101 and Prerequisite MAC 1114 or MTB 1348 or permission of chairperson.
Corequisite: PHY 1053L.) Lab fee: \$20.

FA, SP

PHY 1054/1054L General Physics II and Lab 4 sem. hrs.

Sound, wave motion, electrostatics, magnetism and physical and geometrical optics. (Prerequisite: PHY 1053/1053L or permission of chairperson. Corequisite: PHY 1054L.) Lab fee: \$20.

SP, SU

PHY 2048/2048L Physics with Calculus I and Lab 5 sem. hrs.

Kinematics of motion in one, two and three dimensions, vectors, dynamics, Newton's laws of motion, gravitation, work, power and energy; and systems of particles, wave motion and sound, heat and thermodynamics.
(Prerequisites or corequisites: ENC 1101 and MAC 2311/2311L. Corequisite: PHY 2048L.) Lab fee: \$20.

FA, SP

PHY 2049/2049L Physics with Calculus II and Lab 5 sem. hrs.

Electrostatics, current electricity, DC circuits, AC circuit s and resonance, magnetism, electromagnetic radiation, geometric optics and physical optics. Introduction to special relativity and quantum effects. (Prerequisite: PHY 2048. Prerequisite or Corequisite: MAC 2312/2312L. Corequisite: PHY 2049L.) Lab fee: \$20.

SP, SU

PHY 2101 Modern Physics 3 sem. hrs.

This is an introductory modern physics course designed primarily for students majoring in the sciences, engineering or mathematics. Topics include the special theory of relativity, wave properties of matter, the Schrodinger wave equation, atomic structure, molecular bonding, the electrical and magnetic properties of solids, semiconductors, the atomic nucleus and nuclear interactions. (Prerequisites: PHY 2049/2049L and MAC 2312/2312L. Corequisite: MAC 2313/2313L.)

SU

PHY 2905 Directed Study in Physics 1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

PLA 1003 Introduction to Paralegal 3 sem. hrs.

Provides general overview of laws affecting legal practice and working knowledge of theory and concepts to enable students to perform supporting legal tasks for the attorney. Lab fee: \$8.

FA, SP

PLA 1103 Legal Writing and Research I 3 sem. hrs.

Study of legal researching methods, writing techniques, and use of the law library in preparing memoranda, legal argument, format, and legal citations. (Corequisites or prerequisites: ENC 1101 and BUL 2241.) Lab fee: \$8.

FA

PLA 1610 Real Estate Law and Property 3 sem. hrs.

A study of real estate transactions and conveyances such as deeds, contracts, leases, easements and closing documents and the drafting of these conveyances. Lab fee: \$8.

FA

PLA 1800 Law of Domestic Relations 3 sem. hrs.

A study of the fundamental principles and laws involving marriage, dissolution, separation agreements, custody, adoption, support provisions and property disposition. Lab fee: \$5.

SP

PLA 2114 Legal Writing and Research II 3 sem. hrs.

A study of the various legal writing techniques used to present the results of legal research. Emphasis on legal argument and development of legal instruments and documents. (Prerequisites: ENC 1101 and PLA 1103.) Lab fee: \$8.

SP

PLA 2200 Introduction to Litigation, Torts and Evidence 3 sem. hrs.

A study of the court system and the litigation process, including preliminary interviews with clients, investigation and marshalling of facts, drafting of all pleadings and motion practice. (Prerequisites: ENC 1101 and BUL 2241.)

FA

PLA 2303 Criminal Law and the Paralegal 3 sem. hrs.

A study of the origin, structure and definition of criminal law, including criminal prosecution, investigation, pre-trial

and trial procedures, and the criminal court system.

FA

PLA 2460 Bankruptcy Law 3 sem. hrs.

The purpose of this course is to introduce students to the historical, political, economic and legal principles of bankruptcy law. Lab fee: \$5.

FA

PLA 2600 Probate Administration 3 sem. hrs.

A study of wills, trusts and estate administration. Analysis of the substantive law, drafting related documents and researching the legal issues. (Prerequisites: PLA 1003 and BUL 2241 or permission of chairperson.) Lab fee: \$5.

SP

PLA 2763 Law Office and Management 3 sem. hrs.

This course is designed to familiarize the student with the practical inner workings of a law office, including its equipment, office procedures and management.

SP, SU

PLA 2880 Constitutional Law 3 sem. hrs.

The course is developed both topically and historically to approach the judicial review process, the doctrine of implied powers, the three branches of power, substantive due process along with equal protection, civil rights, free speech and religion.

SP

PLA 2905 Directed Study in General Law 1-4 sem. hrs.

FA, SP, SU

PLA 2949 Cooperative Education Experience in General Law 1-4 sem. hrs.

FA, SP, SU

PMT 0101/0101L Welding and Mechanical Blueprint Reading and Lab 2.0 voc. crs.

This course provides students with the understanding and fundamentals of Industrial Blueprint Reading including blueprint symbols, dimensions, joints, fabrication and welding symbols. Prerequisite or Corequisite: PMT 0102/0102L. Corequisite: PMT 0101L.) Lab fee: \$15.

FA, SP

PMT 0102/0102L Welding I and Lab 4.0 voc. crs.

This course introduces the students to the skill of welding by giving the students a basic understanding of the various types of welding (MIG, TIG and Oxy-Acetylene). Students will have an opportunity to learn welding theory in the classroom and receive "hands-on" instruction in the welding lab. Prerequisite or Corequisite: PMT 0101/0101L. Corequisite: PMT 0102L.) Lab fee: \$40.

FA, SP

PMT 0121/0121L Shield Metal Arc Welding (SMAW) and Lab 4.0 voc. crs.

This course provides the student with knowledge and skills in Shielded Metal Arc Welding. Inclusive of this is welding terminology and safety, as well as equipment set-up operations and proper welding techniques. (Prerequisites: PMT 0102/0102L and PMT 0101/0101L. Corequisite: PMT 0121L.) Lab fee: \$40.

FA, SP

PMT 0124/0124L Welding II and Lab 4.0 voc. crs.

This course advances the skill level of the students that already have a basic understanding of welding technology. Students receive instruction in advanced welding theory and become more skilled at the various types of welding which is practiced in a laboratory setting. (Prerequisites: PMT 0102/0102L and PMT 0101/0101L. Corequisite: PMT 0124L.) Lab fee: \$40.

FA, SP

PMT 0131/0131L Gas Tungsten Arc Welding and Lab (GTAW or TIG) 4.0 voc. crs.

This course is designed to provide students with the knowledge and skills to safely operate a Gas Tungsten Arc Welder (TIG). Students will learn to TIG weld both ferrous and non-ferrous metals, and perform appropriate types of welds on those metals. (Prerequisites: PMT 0102/0102L and PMT 0101/0101L. Corequisite: PMT 0131L.) Lab fee: \$40.

FA, SP

PMT 0134/0134L Gas Metal Arc Welding and Lab (GMAW or MIG) 0 voc. crs.

This course introduces the student to the Gas Metal Arc Welding processes, including safe operating practices, handling and storage of compressed gasses, process principles, component identification and metal identification. (Prerequisites: PMT 0102/0102L and PMT 0101/0101L. Corequisite: PMT 0134L.) Lab fee: \$40.

FA, SP

PMT 0905 DIS in Applied Welding 1-4 sem. hrs.

FA, SP

- PMT 1212/1212L Machine Tool Technology I and Lab..... 3 sem. hrs.**
An introductory course in basic machining and bench work, use of measuring tools, precision layout and cutting tool principles. (Corequisite: PMT1212L.)Lab fee: \$15.
FA
- PMT 1223/1223L Machine Tool Technology II and Lab..... 3 sem. hrs.**
A continuation of Machine Tool Technology I. Machine processes on lathes, mills, grinders, hand and power tools. Heat treating processes and surface grinding. (Corequisite: PMT1223L.)Lab fee: 15.
SP
- PMT 1250/1250L Introduction to Computer Numerical Control and Lab..... 3 sem. hrs.**
The history and development of CNC including programming methods, set-up and operation of CNC drilling, milling and turning machines. Manual and computer assisted programming are taught. (Corequisite: PMT1250L.)Lab fee: \$15.
FA, SP
- PMT 2225/2225L Machine Tool Technology III and Lab..... 3 sem. hrs.**
A continuation of Machine Tool Tech. II. Tooling operations, advanced machining, grinding, EDM operation and CMM inspection. Heat testing and cutter grinding. (Corequisite: PMT2225L.)
SU
- PMT 2254/2254L CNC Programming II and Lab..... 3 sem. hrs**
A continuation of PMT 1250 Intro to CNC. Lathe and mill CNC programming. Tool and fixture offsets, plus outside programming from CAD/CAM software. (Corequisite: PMT2254L.)
FA
- PMT 2261/2261L Introduction to Computer Aided Manufacturing (Mastercam) and Lab..... 3 sem. hrs.**
A continuation of CNC programming from M codes and G codes through conversational. (Corequisite: PMT2261L.)Lab fee: \$15.
FA
- PMT 2262/2262L CAD/CAM II (Mastercam) and Lab..... 3 sem. hrs.**
Advanced training on CAD/CAM operation using Mastercam software. Creating machine tool paths from original drawings and transferred files. 2-D and 3-D geometry shapes are also used in format. (Corequisite: PMT2262L.)
SP
- PMT 2720/2720L EDM Machining Processes and Lab 3 sem. hrs.**
EDM machining uses electrical energy to remove materials. This course offers training in wire EDM machining and sinker EDM machining. Students will operate and run both types of machines. (Corequisite: PMT2720L.)
SU
- PMT 2949 Cooperative Education Experience in Machining 3 sem. hrs.**
FA, SP, SU
- POR* 1120/ 1120L Elementary Portuguese I Concentrated and Lab 4 sem. hrs.**
Develop the basic skills of Portuguese using a communicative approach. To communicate at a basic level, an equal emphasis will be placed on all four language skills: listening, speaking, reading, and writing. Students will be introduced to the history, traditions, and cultures of the different Portuguese speaking countries. Includes three-hour class instruction and two-hour language laboratory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses. Corequisite: POR 1120L.)Lab fee: \$5.
FA *Pending assigned course number.
- POR 1121/ 1121L Elementary Portuguese II Concentrated and Lab 4 sem. hrs.**
Continuation of POR 1120/1120L using a communicative approach to enhance elementary listening, speaking, reading, and writing skills of Portuguese. Study all tenses and grammar fundamentals. Continue to develop a cultural understanding of Portuguese-speaking countries. Includes three-hour class instruction and two-hour language laboratory. (Prerequisite: POR 1120/1120L. Corequisite: POR 1121L.) Lab fee: \$5.
SP *Pending assigned course number.
- POS 2041 American Federal Government 3 sem. hrs.**
Constitutional rights of the individual; structure and functions of our legislative, executive and judicial branches; role of the citizen in political parties and the electoral process. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or Corequisite: ENC 1101.)
FA, SP, SU
- POS 2112 State and Local Government 3 sem. hrs.**
Introduction to the principles and institutions of state and local government with emphasis on Florida. Explores the structures and functions of state governments, including federal-state and state-local relations. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or Corequisite: ENC 1101.)
FA, SP, SU

POS 2901 Directed Study in Political Science 1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

POS 2949 Cooperative Education Experience in Political Science1-4 sem. hrs.

FA, SP, SU

PPE 2001 Survey of Personality 3 sem. hrs.

Survey of the theoretical bases of the major models of personality and psychotherapy and specific therapeutic techniques and procedures from each. (Prerequisite: Appropriate placement scores or successful completion of college prep courses; or permission of assistant chair or department chairperson. In Human Services, taught as a corequisite to HUS 1332 and HUS 1850.) Lab fee: \$5.

SP

PRN 0000/0000L Introduction to Nursing and Lab 15.25 voc. crs.

Foundation course related to the role of the practical nurse, relationships with other members of the health team, and the common needs of well people. Includes critical thinking; fundamentals of nursing; normal nutrition; vocational, personal and community relationships; introduction to medical-surgical nursing; human growth and development; geriatric nursing; pharmacology; and mental health wellness. (Prerequisites: HSC 1000 and BSC 1080. Corequisite: PRN 0000L.) Lab fee: \$114.

FA, SP

PRN 0000P/0000PL Introduction to Nursing and Lab 7.62 voc. crs.

Foundation course related to the role of the practical nurse, relationships with other members of the health team and the common needs of well people. Includes critical thinking; fundamentals of nursing; normal nutrition; vocational, personal and community relationships; introduction to medical-surgical nursing; human growth and development; geriatric nursing; pharmacology; and mental health wellness. May be repeated one time for credit. (Prerequisites: HSC 1000 and BSC 1080. Corequisite: PRN 0000PL.) Lab fee: \$57.

FA, SP

PRN 0042/0042L Home Health and Rehabilitation Nursing and Lab 5.8 voc. crs.

Foundation course related to the role of the practical nurse, relationship with other members of the health team, and common needs of clients in various settings. Includes: rehabilitation nursing, community health concepts, and basic pharmacology. (Prerequisite: PRN 0000/0000L. Corequisites: PRN 0042L and PRN 0120/0120L.) Lab fee: \$67.

SU

PRN 0042P/0042PL Home Health and Rehabilitation Nursing and Lab 2.9 voc. crs.

Foundation course related to the role of the practical nurse, relationship with other members of the health team, and common needs of clients in various settings. Includes: rehabilitation nursing, community health concepts, and basic pharmacology. May be repeated one time for credit. (Prerequisite: PRN 0000P/0000PL. Corequisite: PRN 0042PL.) Lab fee: \$34.

SU

PRN 0120/0120L Maternal/Child Health Nursing and Lab 5.8 voc. crs.

Introduction to the care of newborns, antepartal care of the family to be, care of the laboring woman, the postpartum family, and pediatric patients. Learning activities will emphasize nursing techniques, communication skills, and problem solving in selected situations of nursing practice. (Prerequisite: PRN 0000/0000L. Corequisites: PRN 0120L and PRN 0042/0042L.) Lab fee: \$67.

SU

PRN 0120P/0120PL Maternal/Child Health Nursing and Lab 2.9 voc. crs.

Introduction to the care of newborns, antepartal care of the family to be, care of the laboring woman, the postpartum family, and pediatric patients. Learning activities will emphasize nursing techniques, communication skills, and problem solving in selected situations of nursing practice. May be repeated one time for credit. (Prerequisite: PRN 0000P/0000L. Corequisite: PRN 0120PL.) Lab fee: \$34.

SU

PRN 0200/0200L Medical-Surgical Nursing and Lab 15.18 voc. crs.
 Learning activities will emphasize nursing techniques, communication skills, problem solving, role responsibility, and employability skills in selected areas of nursing practice. Includes disorders of the following systems:(1) musculoskeletal, (2) nervous, (3) sensory, (4) respiratory, (5) circulatory, (6) renal/urinary, (7) reproductive, (8) gastrointestinal, (9) endocrine, and (10) immune. (Prerequisite: PRN 0000/0000L. Corequisite: PRN 0200L.) Lab fee: \$74.
FA, SP

PRN 0200P/ 0200PL Medical-Surgical Nursing and Lab 7.59 voc. crs.
 Learning activities will emphasize nursing techniques, communication skills, problem solving, role responsibility, and employability skills in selected areas of nursing practice. Includes disorders of the following systems:(1) musculoskeletal, (2) nervous, (3) sensory, (4) respiratory, (5) circulatory, (6) renal/urinary, (7) reproductive, (8) gastrointestinal, (9) endocrine, and (10) immune. May be repeated one time for credit. (Prerequisite: PRN 0000P/0000PL. Corequisite: PRN 0200PL.) Lab fee: \$39.
FA, SP

PRN 0904 Directed Study in Practical Nursing 1-4 voc. crs.
FA, SP, SU

PSB 2442 Addictions I – Psychology of Addictions 3 sem. hrs.
 Students acquire a knowledge base about a variety of substances abused; understanding addiction, categories of addiction; current trends and evidence based practice in the field, including education, behavioral health, and social sciences; and addiction services available for referrals. This course can be used towards the Transdisciplinary Foundations requirement of the certification boards. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) FA, SP, SU

PSC 1121 Physical Science 3 sem. hrs.
 Integrated principles of physical and earth sciences, the scientific method and selected areas of fundamental physics, chemistry, astronomy and meteorology. (Prerequisite or corequisite: ENC 1101 and MAT 1033.)
FA, SP, SU

PSC 2905 Directed Study in Physical Science 1-4 sem. hrs.
 (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

PSY 1012 General Psychology 3 sem. hrs.
 A scientific study of human behavior in relation to our development, motivation, emotion, perception learning and thinking. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or corequisite: ENC 1101.) Lab fee: \$10.
FA, SP, SU

PSY 2905 Directed Study in Psychology 1-4 sem. hrs.
 (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)
FA, SP, SU

PSY 2930 Special Topics in Psychology 3 sem. hrs.
 Special Topics in Psychology is a course that provides students with an opportunity to explore, research, observe, and discuss special topics, problems, current and historical issues, and emerging trends in psychology and society.(Prerequisite:PSY 1012 or permission of chair.)
FA, SP

PSY 2949 Cooperative Education Experience in Psychology..... 1-4 sem. hrs.
FA, SP, SU

QMB 1001 Business Math 3 sem. hrs.
 Analytical treatment of practical business financial problems concerning interest, payrolls, financial statement analysis, buying and selling goods, consumer credit, etc., using calculators.
FA,SP, SU

REA 0001/0001L Reading I and Lab 4 college prep. crs.
 Designed for students scoring below minimum placement scores. Emphasis is placed on improving vocabulary, comprehension and reading rate. Three-hour lecture, two-hour lab required. (REA 0001 cannot be used toward AA, AAS or AS degree requirements. Corequisite: REA 0001L.) Lab fee: \$5.
FA, SP, SU

REA 2905 Directed Study in Reading 1-4 sem. hrs.
 (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Designed to increase reading skills in the content areas.
FA, SP, SU

REL 2300 World Religion 3 sem. hrs.
 A comparative study of religion, with emphasis on Judaism, Christianity, Hinduism, Buddhism, Taoism,

Confucianism, Shinto and Islam. This course contributes to satisfying the Gordon Rule writing requirement.
(Prerequisite or corequisite: ENC 1101.)

FA, SP, SU

REL 2905 Directed Study in Religion 1-4 sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

RET 1024/1024L Introduction to Respiratory Care and Lab 2 sem. hrs.

An introduction to the scientific basis for respiratory care. Lecture and laboratory experiences. (Prerequisite: Admission to the Respiratory Care program. Corequisite: RET 1024L.)

FA

RET 1026/1026L Fundamentals of Respiratory Care I and Lab 4 sem. hrs.

Fundamentals of basic respiratory care techniques and equipment, including respiratory pharmacology. Introductory chest physiotherapy along with medical gas, humidity and aerosol and hyperinflation therapy. Lecture and laboratory. (Corequisite: RET 1024/1024L and RET 1026L.) Lab fee: \$25.

FA

RET 1264/1264L Fundamentals of Respiratory Care II and Lab 4 sem. hrs.

A continuation of basic respiratory care techniques and equipment. Topics emphasized are airway management, arterial punctures and ventilatory support for adult patients. (Prerequisite: RET 1026/1026L. Corequisite: RET 1264L.) Lab fee: \$10.

SP

RET 1265 Mechanical Ventilation 4 sem. hrs.

This course involves an in-depth examination and application of mechanical ventilation principles and equipment. Current practice as well as innovations in the use of pressure and volume ventilation, clinical practice guidelines, patient-driven protocols and management of the patient ventilator system are also discussed. (Prerequisite: RET 1026/1026L. Corequisite: RET 1264/1264L) Lab fee: \$5.

SP

RET 1293 Cardiopulmonary Medicine 3 sem. hrs.

A study of diseases and clinical entities commonly encountered in patients needing respiratory care.

(Prerequisites: BSC 1085/1085L and RET 1485.)

SP

RET 1414 Cardiopulmonary Diagnostics 3 sem. hrs.

A study of diagnostic techniques and instrumentation, including pulmonary function, blood gas analysis, electrocardiogram, heart-lung stress testing and other procedures. (Prerequisite: RET 1264/1264L. Corequisite: RET 1833.) Lab fee: \$5.

SU

RET 1485 Cardiopulmonary Anatomy & Physiology 3 sem. hrs.

A detailed study of the structure and function of the heart and lungs, including respiratory related abnormal physiological processes and acid-base status. (Prerequisite: Admission to the Respiratory Care program.)

FA

RET 1534 Special Topics in Respiratory Care I 3 sem. hrs.

This course includes a continuation of Mechanical Ventilation including clinical simulations and use of the Human Patient Simulator laboratory. Respiratory Care in alternate sites, i.e. Pulmonary Rehabilitation and Home Care are also discussed in this 10-week summer course. (Prerequisite: RET 1293.) Lab fee: \$10.

SU

RET 1832 Clinical Respiratory Care I 4 sem. hrs.

Clinical application of respiratory care procedures, including medical gas, humidity and aerosol and hyperinflation therapies. Ventilatory support and other adjunctive procedures also are included. Ethics in respiratory care are also discussed. Clinical. (Corequisite: RET 1264.) Lab fee: \$10.

SP

RET 1833 Clinical Respiratory Care II 2 sem. hrs.

Continuation of Clinical Respiratory Care. New areas of emphasis include blood gas analyzers, pulmonary function testing and other diagnostic and monitoring instrumentation and techniques. Clinical. (Prerequisites: RET 1832 and RET 1264.) Lab fee: \$10.

SU

RET 2280 Fundamentals of Respiratory Care III 3 sem. hrs.

This course is a continuation of RET 1264 Fundamentals of Respiratory Care II. Topics including bronchoscopy, chest tube maintenance, vacuum systems, enteral feeding and nasogastric tube placement assessment are discussed. Sleep Medicine and testing, cardiopulmonary stress testing, metabolic assessment, advanced electrocardiography and holter monitoring are also covered. Cardiac Life Support (BCLS), Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS), and the Neonatal Resuscitation Program (NRP) is

also conducted. The mandatory four hours (4) of HIV/AIDS information and two (2) hours of Prevention of Medical Errors required for graduation and the Certified Respiratory Therapist (CRT) exam will also be covered in this course. (Prerequisite: RET 1264/1264L.)

FA

RET 2483/2483L Patient Assessment and Interaction and Lab 2 sem. hrs.

An introduction to comprehensive patient assessment. Lecture and laboratory experiences. (Prerequisite: Admission to the Respiratory Care program. Corequisite: RET 2483L.) Lab fee: \$10.

FA

RET 2714 Special Topics in Respiratory Care II 3 sem. hrs.

This course discusses Hemodynamic Monitoring including indications, equipment utilized, monitoring, evaluation and recommendations. The second half of this course introduces the evolving field of Pediatric and Neonatal Respiratory Care to include the assessment and treatment of the newborn and pediatric patient. (Prerequisites: RET 1485 and RET 1293.) Lab fee: \$50.

FA

RET 2876 Clinical Respiratory Care III 4 sem. hrs.

Continuation of Clinical Respiratory Care II (critical respiratory care) with emphasis on neonate and pediatric areas. Rotation through specialty areas including home care agencies, cardiac catheterization lab, operating room, emergency room and post-anesthesia recovery areas. Mini case studies are presented in post conference daily and weekly on assigned patients. (Prerequisites: RET 1833 and RET 1832.) Lab fee: \$10.

FA

RET 2877 Clinical Respiratory Care IV 4 sem. hrs.

The students continue their critical care rotations, exposure to special care areas adding skilled nursing facilities, long term care, pulmonary rehabilitation, pulmonary function testing laboratories and neonatal/ pediatric areas. Students also complete case studies for oral presentation. As a final project, students will write a term-quality research paper on a pre-approved topic relevant to the practice of respiratory care. (Prerequisite: RET 2876.) Lab fee: \$10.

SP

RET 2934 Respiratory Care Seminar 3 sem. hrs.

This capstone course presents a continuation of Pediatric and Neonatal Respiratory Care with clinical simulations and future implications. Also discussed is Fluid and Electrolyte values used in the treatment of all populations. The seminar course also provides a review of all materials covered throughout the five-semester program. Computerized self-assessment entry-level and advanced practitioner examinations are administered as a conclusion to this course. Employability skills and the licensure and examination process are also covered. Lab fee: \$50.

SP

RTE 1000 Fundamentals of Radiologic Technology 1 sem. hr.

Provides extensive understanding of the fundamentals of radiation positioning, technique, protection, patient care and assessment, ethics, human diversity, body mechanics, medical-legal aspects, history and role of radiographer.

SP

RTE 1001 Medical Terminology for Radiographers 1 sem. hr.

Introduction to medical abbreviations, symbols and terms. A word-building system is introduced with related terminology. Understanding of radiographic orders and diagnostic reports are discussed.

SP

RTE 1418 Radiographic Exposures and Processing I 2 sem. hrs.

A study of the factors that govern and influence the production of an image. Image processing, image receptor systems and accessory devices will be discussed.

SP

RTE 1457 Radiographic Exposures II 2 sem. hrs.

A continuation of Radiographic Exposures and Processing I, with emphasis image quality and technical factor selection. (Prerequisite: RTE 1418.)

SU

RTE 1503 Radiographic Procedures I 2 sem. hrs.

A study of patient positioning, equipment usage and image quality evaluation for exams involving the respiratory system, digestive/biliary system and appendicular skeleton. Emphasis on radiation protection and patient care. (Corequisite: RTE 1503L.)

SP

RTE 1503L Radiographic Procedures Lab I 1 sem. hr.

Demonstration and student radiographer practice in anatomy and positioning of the chest, abdomen and

appendicular skeleton. (Corequisite: RTE 1503.)

SP

RTE 1513 Radiographic Procedures II 2 sem. hrs.

Continuation of Radiographic Procedures I. A study of positioning, equipment usage and image quality evaluation of exams of the appendicular skeleton, organ system, shoulder girdle, and bony thorax. Detailed study of pharmacology involving contrast agents. (Prerequisite: RTE 1503.)

SU

RTE 1513L Radiographic Procedures Lab II 1 sem. hr.

Demonstration and student radiographer practice in anatomy and radiographic positioning of the organ systems, bony thorax, appendicular skeleton, vertebral column and cranium. (Corequisite: RTE 1513.)

SU

RTE 1523 Radiographic Procedures III 2 sem. hrs.

A continuation of Radiographic Procedures III, with emphasis on the vertebral column, cranium and special projections for each system. Study of fluoroscopic, tomographic, and electronic imaging and PACS. (Prerequisite: RTE 1513.)

FA

RTE 1804 Radiographic Clinical Education I 3 sem. hrs.

Supervised clinical education in performing radiographic procedures with emphasis on competency evaluation in the respiratory, appendicular and abdominal anatomy.

SP

RTE 1814 Radiographic Clinical Education II 3 sem. hrs.

Supervised clinical education in performing radiographic procedures with emphasis on competency evaluation in the appendicular, axial skeleton and contrast studies. (Prerequisite: RTE 1804.)

SU

RTE 1824 Radiographic Clinical Education III 5 sem. hrs.

Supervised clinical education in performing radiographic procedures with emphasis on competency evaluation on trauma, pediatric patients, and procedures performed outside the department in the axial and appendicular skeletons. (Prerequisite: RTE 1814.)

FA

RTE 2385 Radiation Biology and Protection 2 sem. hrs.

A study of the principles of cell radiation interactions and radiation protection principles. The student will develop an awareness of the potential harmful effects of radiation and safe usage of radiation for diagnosis and treatment.

SP, SU

RTE 2473 Quality Management in Radiography 1 sem. hr.

Study of the components involved in imaging systems with tests and procedures to evaluate them. State and Federal regulations/guidelines will be discussed. Basic pharmacology will be instructed during this course.

SP, SU

RTE 2563 Selected Radiographic Special Procedures I 3 sem. hrs.

A study of techniques/procedures other than those used in diagnostic radiography to include anatomy of the cardiac, nervous and reproductive systems, cross-sectional anatomy, and imaging/therapeutic procedures for these systems.

SP

RTE 2573 Selected Radiographic Special Procedures II 3 sem. hrs.

A continuation of RTE 2563 with emphasis on surgical imaging, computed tomography, magnetic resonance image, ultrasound, radiation therapy, nuclear medicine and interventional/catheterization procedures. (Prerequisite: RTE 2563.)

FA

RTE 2613 Radiation Physics I 3 sem. hrs.

The physics of diagnostic imaging including analysis and synthesis of energy and matter and their relationship. Detailed study of the atom and the components needed for the production x radiation.

SP

RTE 2623 Radiation Physics II 3 sem. hrs.

A continuation of Radiation Physics with emphasis on the X-ray tube, equipment, x-ray production and interactions with matter. (Prerequisite: RTE 2613.)

FA

RTE 2782 Radiographic Pathology 1 sem. hr.

This course provides knowledge of pathologic conditions seen radiographically and their effects on technique

and positioning.

SP, SU

RTE 2834 Radiographic Clinical Education IV 5 sem. hrs.

Supervised clinical education in performing radiographic procedures with emphasis on competency evaluation on trauma, pediatric patients, and procedures performed outside the department in the axial and appendicular skeletons. (Prerequisite: RTE 1824.)

SP

RTE 2844 Radiographic Clinical Education V 6 sem. hrs.

Supervised clinical education in performance of radiographic procedures with emphasis on competency evaluation in Specialized Procedures: CT, MRI, Invasive Radiology, Surgery (Mobile), Radiation Therapy (optional), Nuclear Medicine, Cardiac Cath, Ultrasound and Interventional Procedures. (Prerequisite: RTE 2834.)

FA

RTE 2854 Radiographic Clinical Education VI 5 sem. hrs.

Supervised clinical education in performance of radiographic procedures with emphasis on Final Competency Evaluation. (Prerequisite: RTE 2844.)

SP, SU

RTE 2930 Radiographic Image Critique 1 sem. hr.

Course provides student with critical thinking and problem solving methods to be utilized in image evaluation to assure appropriate anatomy and/or pathology demonstrated on properly positioned images with high image quality. Students also gain knowledge in performance of repeat analysis.

SP

RTV 1940 Broadcast Technology Practicum I 3 sem. hrs.

Level I field placements provide opportunities for students to apply basic television production principles and techniques. The placements complement classroom sessions to provide hands-on participation under the direction of placement supervisors. Students assume production duties in a specified list of television-station roles. (Corequisites: GRA 1741 and DIG 1109 or Permission of assistant chair.) Class materials fee: \$20.

FA, SP

RTV 1941 Broadcast Technology Practicum II 3 sem. hrs.

This Level II course integrates more advanced practical applications of television production theories, concepts and technical skills in broadcast production setting under supervision of professional personnel. (Prerequisites: RTV 1940, GRA 1741 and DIG 1109.)

FA, SP

RTV 2102 Writing for Radio and Television (Broadcast Writing) 3 sem. hrs.

Students will learn presentation styles of broadcasting. The course emphasizes practical broadcast reporting skills by putting them into practice and creating programming for WCEU-Channel 15, the PBS affiliate on campus. (Prerequisites: JOU 1100 or RTV 2300 and MMC 1000 or permission of chairperson.)

SP

RTV 2300 Broadcast Research/Newsriting/Presentation Skills 3 sem. hrs.

Basic instruction and practice in news gathering, writing and announcing for radio and TV. Students will create a video portfolio of live performances. This course is offered in live broadcast format on the ITS two-way system. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

FA, SP, SU

RTV 2804 Broadcast Technology and Management Practicum IV 3 sem. hrs.

This Level IV placement will provide students with high-level production, direction and technical training in the context of actual studio and location television productions. (Prerequisites: RTV 2942, TPA 2200 and PGY 2710.)

FA, SP

RTV 2942 Broadcast Technology Practicum III 3 sem. hrs.

This Level III course will further develop television production methods and techniques. Students will refine skills in the production roles specified and be evaluated by the site supervisor. (Prerequisites: RTV 1941 and DIG 2705. Corequisite: GRA 2140.)

FA, SP

SBM 2000 Small Business Management 3 sem. hrs.

A step-by-step presentation of how to manage and operate a small business. The areas covered include developing a business plan, securing financing, site location, and marketing.

FA, SP, SU

SLS 1122 Dynamics of Student Success 3 sem. hrs.

Designed to increase student success through the development of academic and life skills. Topics include study

techniques, test anxiety, memory techniques and personal development. Lab fee: \$10.

FA, SP, SU

SLS 1225 Human Potential Seminar 3 sem. hrs.

Exploration of students' values, talents, and abilities which direct one's life in relationship to educational planning, career decisions, personal goals and other human relation skills. Lab fee: \$10.

FA, SP, SU

SLS 1261 Dynamics of Student Leadership Development 3 sem. hrs.

The course is designed to introduce students to the dynamics of organizational behavior, with emphasis on the relationship between self and group in the leadership process. The course functions as an interactive "leadership laboratory," in which students explore leadership in relation to individuality, group dynamics, career development and community engagement. Topics include personal and group goal-setting, self-affirmation, conflict resolution, team-building; theories and styles of leadership. (Prerequisite or corequisite: ENC 1101.)

FA

SLS 2301 Career Planning 3 sem. hrs.

Structured career planning assistance. Systematic study and review of interests, values, aptitude, employability skills, job search planning, career exploration and communications skills development. Lab fee: \$10.

FA, SP

SLS 2304 Career Exploration 1 sem. hr.

Structured for self-paced individualized career exploration. Includes systematic review of Career Center library materials and use of computer-based career development programs.

FA, SP, SU

SLS 2363 Adults in Transition 1 sem. hr.

Designed to assist adults in finding more personal satisfaction and financial reward in the job market. It focuses on the relationship between self-understanding and potential careers.

FA, SP

SOP 2002 Introduction to Social Psychology 3 sem. hrs.

The function of individuals in social groups, with emphasis upon communications, persuasion, attitudes and other practical applications. (Prerequisite or Corequisite: ENC 1101.)

FA, SP

SOP 2772 Psychology of Human Sexuality 3 sem. hrs.

A study of the psychological, biological, psychosocial and cultural aspects of human sexuality. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP

SOP 2905 Directed Study in Social Psychology 1-4- sem. hrs.

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP, SU

SPA 1001 Linguistics and Communication Disorders 2 sem. hrs.

This course will introduce beginning level students to speech, language and its development, and hearing characteristics of the deaf and hard of hearing population across varying levels of hearing loss (from mild to profound). (Corequisites: ASL 2200 and ASL 2200L.)

SP

SPC 2600 Oral Communication/Research/Presentation Skills 3 sem. hrs.

Basic principles of speech communication, including practice with various types and methods of oral expression. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

FA, SP, SU

SPN 1120/1120L Elementary Spanish I Concentrated and Lab 4 sem. hrs.

Introductory course to the Spanish language and culture for students who have limited or no knowledge of Spanish. Instruction is based on the fundamentals of grammar principles and on the communicative approach with activities designed to develop reading, writing, listening, and speaking skills while promoting cultural awareness. Includes three-hour class instruction and two-hour language laboratory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses. Corequisite: SPN 1120L.) Lab fee: \$5.

FA,SP,SU

SPN 1121/1121L Elementary Spanish II Concentrated and Lab 4 sem. hrs.

A continuation of SPN 1120/1120L to develop basic Spanish conversation, reading, and writing skills. Study all tenses and grammar fundamentals. Includes three-hour class instruction and two-hour language laboratory. (Prerequisite: SPN 1120/1120L. Corequisite: SPN 1121L.) Lab fee: \$5.

FA,SP,SU

SPN 2220/2220L Intermediate Spanish Reading and Conversation I and Lab 4 sem. hrs.

Intermediate level course designed to enhance the student's knowledge of the Spanish language and culture through grammar analysis of newspaper articles, short cultural and literary readings, and discussions of such material to develop communicative competency. Includes three-hour class instruction and two-hour language laboratory. (Prerequisite: SPN 1121/1121L. Corequisite: SPN 2220L.) Lab fee: \$5.

FA,SP

SPN 2221/2221L Intermediate Spanish Reading and Conversation II and Lab 4 sem. hrs.

A continuation of SPN 2220/2220L to complete the second year sequence of the intermediate course in Spanish language and culture. Instruction is designed to strengthen communicative and written skills with emphasis on oral and written expression while studying aspects of Spanish history and literature. Includes three-hour class instruction and two-hour language laboratory. (Prerequisite: SPN 2220/2220L. Corequisite: SPN 2221L.) Lab fee: \$5.

SP

SPN 2905 Directed Study in Spanish1- 4 sem. hrs.

FA, SP, SU

(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

SPN 2949 Cooperative Education Experience in Spanish1-4 sem. hrs.

FA, SP, SU

STA 2023 Elementary Statistics 3 sem. hrs.

Topics include a survey of descriptive statistics and graphs, probability, random variables, confidence intervals, hypothesis testing, sampling, types of distributions, correlation and regression, and statistical applications. (Prerequisite: Placement through CPT or passed MAC1105 or MGF 2106 with grade "C" or better, or permission of chairperson). \$5.

FA, SP, SU

STS 0003 Introduction to Surgical Technology 2.03 voc. crs.

An introduction to the medical, legal, ethical and psychological aspects of health care during surgical intervention. Aseptic techniques employed to guard against disease and infection, with methods to combat them. Lab fee: \$70.

FA

STS 0120 Surgical Specialties I 2.03 voc. crs.

Introduction to various surgical specialties and procedures along with specified human anatomy of the area where the surgical procedure is performed. (Prerequisites: BSC 1080, HSC 1531 and INP 1390.) Lab fee: \$80.

FA

STS 0121 Surgical Specialties II 2.77 voc. crs.

Introduction to additional surgical specialties and specific human anatomy of the area in which the surgical procedure is performed. (Prerequisite: STS 0120.)

SP

STS 0122 Surgical Specialties III 1.0 voc. cr.

Introduction to the final group of complex surgical specialties and procedures along with specific anatomy of the area where the surgical procedure is performed. (Prerequisite: STS 0121.)

SU

STS 0155/0155L Surgical Techniques and Procedures 6.4 voc. crs.

A supervised, well-structured laboratory learning experience in the specialized field of operating room services and patient care. (Corequisites: STS 0003 and STS 0155L.) Lab fee: \$80.

FA

STS 0255L Surgical Procedures Clinical I 6.4 voc. crs.

Introduction as a surgical technologist by practicing learned skills and acquiring additional skills in clinical affiliate facility's operating rooms in various surgical specialties and procedures. (Corequisites: STS 0003, STS 0155 and STS 0120.) Lab fee: \$10.

FA

STS 0256L Surgical Procedures Clinical II 12.5 voc. crs.

Intermediate participation as a surgical technologist by practicing learned skills and acquiring additional skills in clinical affiliate facility's operating rooms in various surgical specialties and procedures. (Prerequisites: STS 0003, STS 0155 and STS 0255L. Corequisite: STS 0121.) Lab fee: \$10.

SP

STS 0257L Surgical Procedures Clinical III 5.2 voc. crs.

Advanced participation as a surgical technologist by practicing learned skills and acquiring additional skills in clinical affiliate facility's operating rooms in various surgical specialties and procedures. (Prerequisites: STS 0255L and STS 0256L. Corequisite: STS 0122.) Lab fee: \$10.

SU

STS 0949 Cooperative Education Training Assignment in Surgical Technology 1-4 voc. crs.
FA, SP, SU

SYG 2000 Introduction to Sociology 3 sem. hrs.
A systematic and scientific study of social behavior, including social organization, culture, deviance, cultural behavior and social institutions. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or Corequisite: ENC 1101.)
FA, SP, SU

SYG 2010 Social Problems and Deviance 3 sem. hrs.
A study of major social problems and deviance in American society emphasizing causes, consequences and means of coping with these conditions. (Prerequisite or Corequisite: ENC 1101.)FA, SP

SYG 2430 The American Family 3 sem. hrs.
Investigation of the issues, changes and trends surrounding the contemporary American family. Findings from the field of family sociology will be compared to life experiences of students. (Prerequisite or Corequisite: ENC 1101.)
FA, SP

SYG 2905 Directed Study in Sociology 1-4 sem. hrs.
(Prerequisite or Corequisite: ENC 1101.)
FA, SP, SU

SYG 2949 Cooperative Education Experience in Sociology 1-4 sem. hrs.
(Prerequisite or Corequisite: ENC 1101.)
FA, SP, SU

TAX 2000 Personal Income Tax 3 sem. hrs.
A tax study of the individual income tax return, gross income and exclusions, business expenses and retirement plans, self-employed and employee expenses, itemized and certain other deductions, credits and special taxes, accounting periods and methods, depreciation, capital gains and losses, withholding, estimated payments and payroll taxes.
FA

TDR 0949 Cooperative Education Experience in Architectural Drafting 1-4 sem. hrs.
FA, SP, SU

THE 1000 Dramatic Appreciation 3 sem. hrs.
An introduction to all the basic aspects of theater — the play, the playwright, the actor, settings and historical periods — using a Golden Ages approach. This course contributes to satisfying the Gordon Rule writing requirement. Attendance at productions required. (Prerequisite: ENC 1101.)
FA, SP, SU

THE 1035 Dramatics I (Acting) 3 sem. hrs.
An introductory course to the Acting process. General development of Form and Idea in acting and exercises in creating basic dramatic statement.
FA

THE 1036 Dramatics II (Acting) 3 sem. hrs.
Basic characterization and scene study focusing on Modern American Realism. Orientation to Stanislavski with the emphasis on realism in imaginary circumstances. (Prerequisite: THE 1035.)
SP

THE 2037 Dramatics III (Theatre Production) 3 sem. hrs.
Scene study in Style and Genre of various historical periods in Theatre.Exercises in Stanislavski character development. (Prerequisite: THE 1036.)
FA

THE 2038 Dramatics IV (Theatre Production) 3 sem. hrs.
Students will spend semester learning about and working on various aspects of a production and then the class will present the play at the end of the term. (Prerequisite: THE 2037.)
SP

THE 2905 Directed Study in Dramatics 1-4 sem. hrs
FA, SP, SU

THE 2949 Cooperative Education Experience in Dramatics 1-4 sem. hrs.
FA, SP, SU

TPA 2200 Stagecraft 3 sem. hrs.
A study of the basic principles of set design, stage carpentry and props construction, with emphasis on performance construction/support.
SP

TPA 2949 Cooperative Education Experience in Stagecraft 1-4 sem. hrs.
FA, SP, SU

TPP 2190/2190L Theatre Rehearsal and Performance and Lab 3 sem. hrs.

The class will focus on stage and acting basics as they are applied to the production of a play or musical play. May be repeated one time for credit. (Prerequisite: Permission of chairperson through audition. Corequisite: TPP2190L) Lab fee: \$10.

FA, SP

VPI 0100 Vocational Preparatory Reading 1 voc. prep. crs.

This vocational preparatory course provides open-entry/open-exit instruction in reading and workforce readiness skills. The course provides individualized instruction tailored to the students' needs and learning styles.

FA, SP, SU

VPI 0200 Vocational Preparatory Mathematics 1 voc. prep. crs.

This vocational preparatory course provides open-entry/open-exit instruction in mathematics and workforce readiness skills. The course provides individualized instruction tailored to the students' needs and learning styles.

FA, SP, SU

VPI 0300 Vocational Preparatory Language 1 voc. prep. crs.

This vocational preparatory course provides open-entry/open-exit instruction in language and workforce readiness skills. The course provides individualized instruction tailored to the students' needs and learning styles.

FA, SP, SU

VPI 0521 Vocational Preparatory Workforce Readiness Skills 1 voc. prep. crs.

This vocational preparatory course provides open-entry/open-exit instruction in workforce readiness skills. The course provides individualized instruction tailored to the students' needs and learning styles. This course is a prerequisite or corequisite for vocational preparatory language, mathematics and reading courses or can be taken as a stand alone course. Lab fee: \$10.

FA, SP, SU

WOH 1012 World History I 3 sem. hrs.

Survey of the major civilizations of the world from ancient times to the modern era. Emphasis on the development of civilization and the influence of encounter and exchange. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or corequisite: ENC 1101.)

FA, SP, SU

WOH 2022 World History II 3 sem. hrs.

An overview of the modern civilizations of Asia, Africa, Europe and the Americas. Emphasis on the development of new social, economic and political systems accompanied with intensified cultural exchange. This course contributes to satisfying the Gordon Rule writing requirement. (Prerequisite or Corequisite: ENC 1101.)

FA, SP, SU

WST 2010 Women's Studies Seminar 3 sem. hrs.

The changing image of women approached from the interdisciplinary perception of psychology (self-image), sociology (society's image) and the arts (cultural image). (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

FA, SP